



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
MOSSLEY MILL ON MONDAY, 25 FEBRUARY 2019 AT 6.35 PM**

- In the Chair** : The Mayor (Councillor P Michael)
- Members Present** : Aldermen – F Agnew, A Ball, T Burns, T Campbell,
M Cosgrove, W DeCourcy, M Girvan, J Smyth and R Swann
Councillors – L Clarke, H Cushinan, P Dunlop, S Flanagan,
R Foster, M Goodman, J Greer, P Hamill, D Hollis, N Kelly,
R Lynch, M Magill, M Maguire, S McCarthy, N McClelland,
J McGrath, V McWilliam, J Montgomery, M Rea, D Ritchie,
S Ross, B Webb and R Wilson
- Officers Present** : Chief Executive – J Dixon
Deputy Chief Executive – M McAlister
Director of Organisation Development – A McCooke
Director of Operations – G Girvan
Director of Finance and Governance – S Cole
Director of Community Planning – N Harkness
Head of Governance – L Johnston
Borough Lawyer & Head of Legal Services – P Casey
ICT Officer – C Bell
Media and Marketing Officer – J McIntyre
Member Services Officer – S Boyd
Member Services Manager – V Lisk

1 BIBLE READING, PRAYER AND WELCOME

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

The Mayor welcomed the Reverend Peter Jones who opened the meeting with a Bible reading.

Councillors Kelly, Montgomery, Cushinan and Goodman joined the meeting at this point.

2 APOLOGIES

Alderman Barr
Councillors - Arthurs, Bingham, Brett, Girvan and Logue.

3 DECLARATIONS OF INTEREST

Items 10.2 and 11.2 – Councillor Kelly
Item 10.11 – Councillor Ross

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Smyth
Seconded by Councillor Ross and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of 28 January 2019 be taken as read and signed as correct.

NO ACTION

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Ritchie
Seconded by Councillor Greer and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 4 February 2019 be approved and adopted.

NO ACTION

6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING

Moved by Councillor McClelland
Seconded by Councillor Hamill and

RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of 5 February 2019 be approved and adopted.

NO ACTION

7 MINUTES OF THE SPECIAL MEETING

Moved by Alderman Smyth
Seconded by Alderman Cosgrove and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of 11 February 2019 be taken as read and signed as correct.

8 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE MEETING

Members requested clarification in relation to Item 3.20 - Crematorium Development, Doagh Road and the Mayor agreed that an update would be provided during the "In Committee" part of the meeting.

Moved by Councillor Ross
Seconded by Councillor Maguire and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting of 11 February 2019 be approved and adopted.

NO ACTION

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

Moved by Councillor Cushinan
Seconded by Alderman Agnew and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting Part 1 of 18 February 2019 be taken as read and signed as correct.

NO ACTION

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

Moved by Councillor Cushinan
Seconded by Alderman Agnew and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting Part 2 of 18 February 2019 be approved and adopted.

NO ACTION

REPORT ON BUSINESS TO BE CONSIDERED

10. ITEMS FOR DECISION

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:-

- Service Level Agreement – Implementation of Local Government Resilience Resourcing Model

- Contract for the Design and Build of the Gateway Project, Loughshore Park
- Form of Agreement for Lilian Bland Refurbishment Works
- Byelaws for the Regulation of Skin Piercing 2018.
- Agreements for the transfer of lands at Rathcoole Primary School (for the purposes of allotments) from the Education Authority to Antrim and Newtownabbey Borough Council

Moved by Councillor Magill
 Seconded by Councillor Clarke and

RESOLVED – that the documents be signed and sealed.

ACTION BY: Deirdre Nelson, Paralegal

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

10.2 ED/ED/080/VOL 3 NORTHERN IRELAND OPEN 2019

Members were reminded of the request to the Council in November 2018 to provide sponsorship of £80,000 to the NI Open 2019 under the Council's Flagship Sponsorship Programme. Other 'in kind' support including car-parking, practice green, waste collection and advertising was also requested. Members asked that Officers engage with the NI Open promoters in relation to sponsorship and provide a further report including the cost of 'in kind' support. Following discussions with the promoters an application was submitted.

The application received from NI Open Golf Ltd has been assessed against the relevant policy and if approved, would be funded from the Flagship Events budget. The Flagship Events funding was initially established for significant one-off events to be staged within the Borough.

APPLICATION SUMMARY

Event Name	Northern Ireland Open
Event Date	Monday 12 August – Sunday 18 August 2019
Locations	The tournament will be split over two locations – Galgorm Castle and Massereene Golf Club, Antrim
Sponsorship Request	£80,000 (plus separate support in kind request)
Total Cost of Event	£1,012,208
Estimated Visitors	53,310 (14,129 from Antrim and Newtownabbey Borough, 28,716 from Northern Ireland and 10,465 outside Northern Ireland).

Estimated Participants	1,974 (207 from Antrim and Newtownabbey Borough, 734 from Northern Ireland and 1213 outside Northern Ireland).
Bed nights in the Borough	Event organisers expect 1856 participants to stay in overnight accommodation for an average of 5.5 nights. Event organisers will work closely with local accommodation providers and Council to ensure packages in place.
Economic Impact	Visitor Accommodation Spend: £235,235 Visitor Non – Accommodation Spend: £699,858 Participant Accommodation Spend: £561,440 Participant Non- Accommodation Spend: £192,554 The event also creates a number of temporary jobs in event management, hospitality and greenkeeping. The average golf tourist spends significantly more than the average tourist and for every £1 spent on green fees, £4 is spent elsewhere.
Marketing Budget	£68,000 – Outdoor campaign, newspapers, radio advertising, Television(UTV, ITV Player, Sky Go and All 4), digital, social media, print – flyers and Posters,
Application Score (pass rate 50%)	Officers have assessed the application from NI Open Golf Ltd and it scored 65%.

By way of update Officers advised that an indicative budget for the event has been provided as per the summary circulated. This indicates that the projected income from the event will be £1,013,000, which will be used to offset a similar level of expenditure. This projection includes anticipated sponsorship of £80,000 from the Council.

The promoters had also provided an evaluation report on the 2018 event, a copy of which was circulated, and projections for 2019 as outlined by the promoters in the presentation circulated. These are summarised as follows:

	2018	2019
Average attendance	31,220 (players & visitors)	65,000+ (players & visitors)
Local Economic Impact	£1.5 million	£2.2 million
Marketing & PR Value	£4.5 million	£7.9 million
Bed nights	6,323	11,000

The format of the 2019 event is across two sites namely at Galgorm Castle and Massereene Golf Club as shown below:

Monday	Official Practice Day	Galgorm & Massereene
Tuesday	Official Practice Day	Galgorm & Massereene

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

With respect to the Borough itself it was anticipated that the economic benefit will be realised through visitor spend including the number of bed nights achieved. It was anticipated that due to the higher numbers participating and increased visitors expected to attend that hotels in the Borough will be used in addition to those in Ballymena. The event organisers indicated that they have a long standing relationship with the McKeever Group whose properties are official tournament hotels. Officers had contacted the 10 hotels operational within the Borough of which 5 responded and reported that they would expect to gain business from the 2019 event as part of the tournament was proposed be held at Massereene Golf Club.

In addition to the sponsorship outlined, 'in Kind' support had also been requested as outlined below:

1. Driving range is proposed at Antrim Forum football pitches nearest Massereene Golf Club as used previously for the British Girls Amateur in 2014 from Monday - Friday.
2. Car parking site TBC as close as possible to Massereene Golf Club from Monday – Friday.
3. Plants to dress the venue/clubhouse/tournament office areas and some landscaping may be required to provide any grass trimming or other jobs around the venue or at driving range/car parks.
4. Waste management similar to what would be provided by Mid & East Antrim Borough Council (MEA) at Galgorm – roll on/off skip, mobile recycling unit (glass, cardboard etc.), provision of adequate number of black/blue/brown bins.
5. Advertising = event promotion via the Council's platforms – publications, social media, town centre and general marketing collateral.

Officers estimated that the total value of the 'in Kind' support sought could be in the region of £47,800 to £57,800. This amount assumed the following breakdown:

Parks – the cost of input from the Parks section could range from £35,000 to £50,000 which includes park staff (assume a team of 5 staff for 1 week) which will be in the region of £5,000, plus provision for plants which could range from £30,000 to £45,000 depending on the scale and range of plants required.

crepes, ice-cream, confectionery and gluten free products.

Officers to review the funding allocation for fairs.

Moved by Alderman Girvan
Seconded by Alderman Smyth and

RESOLVED – that

- i. the Ballyclare May Fair takes place from 21 to 25 May 2019, inclusive, at a budgeted cost of up to £25,000, provision for which exists in the 2019/20 Economic Development estimates;**
- ii. Expressions of Interest be invited from the following categories in the Council's Select List of Catering at Events:- chips, burgers, waffles, donuts, crepes, ice-cream, confectionery and gluten free products.**

ACTION BY: Joanne Finlay, Tourism, Town Centre & Regeneration Officer

10.4 ED/ED/040/VOL2 LOUGH NEAGH PARTNERSHIP

Members were reminded that a decision was taken at the June 2018 Council meeting to approve the Lough Neagh Partnership Service Level Agreement with funding of £22,000 to be provided per annum for 3 years commencing 1 April 2018, subject to satisfactory performance. It was also agreed that an annual presentation if required would be made to the Council regarding delivery against the agreed Key Performance Indicators.

Lough Neagh Partnership had sent a letter to the Chief Executive (circulated) requesting £22,000 for 2019/20 as per the agreed new 3 year Service Level Agreement. Lough Neagh Partnership had now provided a report for year one outlining the progress made on each of the projects/activities below:-

1. Landscape Partnership Project
2. Destination Management Plan
3. Marketing and Promotion of Lough Neagh
4. Lough Neagh Cycle Trail
5. Lough Neagh Community Trust
6. Lough Neagh Cooperation Project
7. Group Farm Scheme
8. Lough Neagh Food Programme
9. Tourism Strategy – general
10. LNP Strategy
11. Monitoring and Performance

Officers had reviewed the Year One report and considered it to be satisfactory.

Moved by Alderman Cosgrove
Seconded by Councillor Montgomery and

RESOLVED – that

- i. **the Lough Neagh Partnership Year One report be approved;**
- ii. **funding of £22,000 for year 2 of the Service Level Agreement be approved for 2019/20 commencing 1 April 2019, subject to satisfactory performance.**

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

10.5 ED/ED/140 and ED/TOU/043/VOL1 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES

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

Economic Development		
File Ref	Date of Meeting	Name of Partnership
ED/MI/250	14 December 2018	GROW Local Action Group Meeting

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/REG/005	10 December 2018	Antrim Town Team
ED/REG/002	12 November 2018	Ballyclare Town Team
ED/REG/009	12 September 2018	Crumlin Town Team
ED/REG/003	12 December 2018	Glengormley Town Team
ED/REG/006	05 December 2018	Randalstown Town Team

Economic Development		
File Ref	Date of Meeting	Name of Working Group
ED/TOU/43	04 December 2018	Ballyclare May Fair Working Group

Moved by Alderman Smyth
Seconded by Alderman Girvan and

RESOLVED – that

- a) **the GROW Local Action Group Minutes be noted;**
- b) **the Town Team Meeting Minutes as listed be approved;**
- c) **the Ballyclare May Fair Minutes as listed be approved.**

ACTION BY: Kim Murray, Clerical Officer, Economic Development & Planning

10.6 ED/REG/002 BALLYCLARE TOWN TEAM MEMBERSHIP

Members were reminded that Town Teams across the Borough design and deliver a range of activities and promotions throughout the year. At a recent

Ballyclare Town Team meeting, Ballyclare Chamber of Trade and Commerce requested a change to its membership on the Ballyclare Town Team:

Existing Chamber Members

- Mr David Reade (Breckenhill)
- Mr Darryl Watt (Costcutter)
- Ms Alison Thompson (The Beautician)
- Ms Jill Millar (Hunter Campbell)

The Chamber requested that Ms Jill Millar of Hunter Campbell be replaced with Jamie Hamill of Dunamoy Cottages and Spa.

Moved by Councillor McWilliam
Seconded by Councillor Greer and

RESOLVED – that Ms Jill Millar of Hunter Campbell be replaced on the Ballyclare Town Team with Jamie Hamill of Dunamoy Cottages and Spa.

ACTION BY: Joanne Finlay, Tourism, Town Centre and Regeneration Officer

10.7 ED/EUP/2 RURAL DEVELOPMENT PROGRAMME: APPLICATIONS

Members were reminded that GROW South Antrim is responsible for delivering the Northern Ireland Rural Development Programme 2014-2020 across the Borough to include grant aid funding to support rural businesses, community organisations and village renewal projects and for working in cooperation with other Rural Development clusters across Europe. Members were also reminded of the draft Economic Development Strategy, which includes a theme of International Antrim and Newtownabbey. The strategy encourages businesses in the Borough to develop initiatives to drive export opportunities, supports the exploration of best practice by businesses in other geographic marketplaces and promotes tourism into the Borough.

Cooperation Scheme: Craft Markets Project

The cooperation scheme in the Rural Development Programme allows GROW South Antrim to work with other Local Action Groups (LAG) to deliver mutually beneficial projects. A potential project had been identified to link crafters in the Borough with crafters in Finland, Latvia and Mexico in order to undertake skills exchanges and test market their craft products in an international market and to host an exchange, inviting crafters from the partner areas to Antrim and Newtownabbey.

In practical terms, the project would involve each participating country hosting a craft festival, to include as a minimum a 1 day craft market, a business workshop, skills exchange workshop and a craft roots workshop. Each partner would attend the craft festival in the other areas, with up to 6 crafters plus one craft teacher, who would provide demonstrations during the craft market. The European partners would each host a 3 day exchange,

with the Mexican partner hosting a 5 day exchange. The specific objectives of the project are:

- To link craft businesses in each partner area with craft businesses in the other partner areas and nurture the relationships to sustain a strong network of crafters.
- To encourage craft businesses to explore the origin of their craft and to document and tell their story; this will include exploring the traditions and culture of their area and craft, recording this and sharing the story, both locally and with other partners.
- To create a testing ground for crafters: this will create a safe space for crafters to share their story and get feedback and challenge from international partners. This will also improve the cultural awareness of local partners to traditions and cultures in the partner areas.
- To allow craft businesses to test market their products at international craft markets in each partner area.
- To improve the business skills of local crafters through the delivery of common business skill workshops.
- To have a positive economic impact on each partner area, through the creation or strengthening of the local craft sector, thus sustaining existing jobs and creating new jobs.

It was proposed to deliver the co-operation project between 1 May 2019–30 June 2020 with 4 Festival Exchanges planned for:

- September 2019 - GROW South Antrim LAG, Northern Ireland
- November 2019 - Kuldiga, Latvia
- February 2020 - Consejo Directivo GAL, Mexico
- March/April (Easter) 2020 - Karhuseutu Association LAG, Finland

Officers had already engaged with the Arts and Culture team within the Council and proposed to incorporate the craft market element of the festival with a planned Artisan Market in mid-September 2019. GROW had already engaged with crafters in the Borough through meetings and workshops and with both Local Enterprise Agencies. A strong demand to participate in this project had been demonstrated to date.

The estimated cost of the project within the Antrim and Newtownabbey area includes:

- Travel and subsistence costs for up to 10 people (including crafters, Officer and LAG Member) to attend 2 European exchanges in Latvia and Finland and 5 people (including crafters, Officer and LAG Member) to attend the Mexican exchange;
- Hosting costs for the Festival in Antrim and Newtownabbey, including capital items as necessary to deliver the market;
- Video and promotion of the local craft fair;
- Promotional material for crafters attending the partner festival (in local language);

- Website to promote all crafters from the Council area (based on the example of the Barnone website and facility that officers and Members recently visited in Gilbert, USA <http://barnoneaz.com/>);
- Staff costs to organise and deliver the project.

The estimated total cost of the project is £65,000 and it was proposed to apply to the Rural Development Programme for 75% of the costs, equating to £48,750. It was proposed that the remaining match funding of £16,250 would be a combination of contribution in kind from the Council in relation to staff costs and hosting costs (provision made in the estimates 2019-20 by the Arts and Culture section for an Artisan Market), contribution in kind for LAG Member time, crafters' contribution towards travel and subsistence and a cash contribution from the Council. Provision was available in the Economic Development 2019-20 estimates to match fund this project up to 10% of the project costs, equating to £6,500. As per the guidelines of the Rural Development Programme, an application for funding under the Cooperation Scheme should come forward as a partner application between the Council and GROW South Antrim.

Moved by Councillor McWilliam
Seconded by Alderman Smyth and

RESOLVED – that

- a) the Council agrees to apply, in partnership with GROW South Antrim, for a Craft Markets cooperation project to the Northern Ireland Rural Development Programme, through GROW South Antrim for 75% of project costs, equating to £48,750. The project will partner with LAGs in Finland, Latvia and Mexico;**
- b) the Council makes available cash match funding of 10% of project costs, equating to £6,500 towards the project;**
- c) the Council will host the festival and this, combined with staff time will contribute 15% of the match funding for the project at a value of £9,750; the remaining match funding of 5% will be raised through LAG member time and crafters contributions to the project.**

ACTION BY: Emma Stubbs, Economic & Rural Development Manager

10.8 L/GEN/056 FACILITY CLOSURES AND OPENING HOURS

A schedule for the closure arrangements on Bank/Public Holiday times during 2019/2020 was circulated for:

- Leisure Centres
- Pavilions
- Recycling Centres

Following a review of arrangements, it was proposed that no changes are made to the closures approved in 2018. The introduction of Sunday opening at Newpark HRC had been taken into account for the incoming year.

Opening Hours

A review of opening hours across Leisure Centres had resulted in one proposed change at Ballyearl Arts and Leisure Centre. Activities at Ballyearl currently finish at 9.45pm, however the centre is open until 11pm. It was proposed to close the centre at 10pm. This was also aligned with the other Leisure Centres.

Moved by Councillor Clarke
Seconded by Councillor Magill and

RESOLVED - that

- i.) facility closures for Waste, Parks and Leisure be approved for 2019/2020 as set out in the schedule**
- ii.) Ballyearl Arts and Leisure Centre closes at 10pm Monday–Friday in alignment with the remainder of the Leisure Centres in the Borough.**

ACTION BY: Matt McDowell, Head of Leisure

10.9 CE/GEN/004 DEPARTMENT FOR INFRASTRUCTURE – PROPOSED WAITING RESTRICTIONS ON CHURCH STREET, FOUNTAIN STREET, ANTRIM

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) (copy and plan circulated).

DfI proposed to amend the current legislation on Church Street and Fountain Street, Antrim from Mon-Sat 8.30 am-6.30 pm 1hr No Return within 2 hrs to Mon-Sat 9 am-5 pm 1hr No Return within 2 hrs. An additional disabled space was also proposed outside No 20 Fountain Street and No waiting at Anytime (loading and unloading not permitted) restrictions were proposed at each vehicular entrance.

DfI had requested that a letter confirming that the Council is in agreement with this proposal be forwarded.

Moved by Councillor Montgomery
Seconded by Alderman Smyth and

RESOLVED – that the Council writes to the Department for Infrastructure recommending retention of existing times and days and requesting that the loading and unloading not permitted restriction be excluded. In addition, the correspondence to include a request that the parking restriction signs be reinstated.

ACTION BY: Member Services

Alderman Campbell and Councillor Ross left the Chamber during the next item.

10.10 AC/ACG/15 QUEEN'S ROYAL GUN SALUTE

Members were reminded that on 11 February 2019 at the Community Planning & Regeneration Committee it was agreed that the request from 38 (Irish) Brigade to host the Coronation Day Queen's Royal Gun Salute at 12 noon on Monday 3 June 2019 in Antrim Castle Gardens be approved.

A Section 75 Screening exercise had now been completed and an Equality Impact Assessment was not required. The screening form was circulated for Members' information.

Councillor Goodman advised that his Party would be abstaining from this item.

Moved by Councillor Montgomery
Seconded by Councillor Dunlop and

RESOLVED – that the request from 38 (Irish) Brigade to host the Coronation Day Queen's Royal Gun Salute at 12 noon on Monday 3 June 2019 in Antrim Castle Gardens be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture

10.11 CP/CD/278 & CP/CD/279 COMMUNITY CENTRES - SERVICE MANAGEMENT AGREEMENTS 2019-2022

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

Service Management Agreement (1 April 2019 until 31 March 2022)
Monkstown Community Association.

The Service Management Agreement (SMA) with Rathfern Community Regeneration Group was also due for renewal from 1 April 2019, however the Group was in the process of carrying out an internal review of its governance and structural arrangements with an Annual General Meeting being held on 13 March 2019. Until such time as this is completed Members considered extending the current SMA by four months to 31 July 2019 to begin on 1 August 2019. The new SMA would be brought to the Council in July 2019 for approval.

Moved by Councillor McCarthy
Seconded by Alderman Smyth and

RESOLVED – that

- I. the Council signs and seals the Service Management Agreement (1 April 2019 until 31 March 2022) for Monkstown Community Association; and**
- II. the current Service Management Agreement with Rathfern Community Regeneration Group be extended to 31 July 2019.**

ACTION BY: Elaine Manson, Community Services & Tackling Deprivation Manager

Councillor Ross returned to the Chamber.

10.12 AC/EV/15 MRS JOAN CHRISTIE, LORD LIEUTENANT'S LEGACY BURSARY SCHEME

Members were reminded that it was agreed at the August 2018 Council meeting to establish the Mrs Joan Christie CVO OBE Legacy Bursary Scheme with detailed proposals on the selection process brought to a future meeting with provision for the bursaries be made in the future community development budget. It was also agreed that once established the bursaries would be launched at a civic event in 2019.

Mrs Christie has a particular interest in young people, music, gardening and community volunteering and the bursary scheme reflects this with the following categories:

Bursary 1	2 bursaries of £1,000 to be awarded to talented young musicians from the Borough to further their career
Bursary 2	2 bursaries of £1,000 to be awarded to young volunteers who play an active role in a group in the Borough 2 bursaries of £1,000 to be awarded to the groups in which these 2 young people volunteer
Bursary 3	2 bursaries of £1,000 to be awarded to schools promoting the education of children with learning and/or physical disabilities for horticulture projects

These bursaries would be awarded annually thereby ensuring that there is a lasting legacy in honour of Mrs Christie's time as the Lord Lieutenant in the Borough.

A bursary is a monetary award made by an institution to individuals or groups of people to support their development or the implementation of good works. In return for the bursary, the individual is usually obligated to share the benefit of the investment through personal endeavour.

Members were advised that in developing the selection process Mrs Christie had been consulted and where possible would be involved in the assessment of applicants and award of the bursaries. Detailed proposals on the selection, assessment and award process of the different bursaries were described in the circulated Guidance Booklet for Members' information.

Once established it was intended to utilize the existing Council Grant Manager system as part of the application process.

It was proposed that the Mrs Joan Christie Legacy Bursary Scheme be launched at an evening civic event in Theatre at The Mill on Wednesday 3 April 2019 when various representatives of the categories covered by the bursary scheme would be included in the invitation list with an opportunity to showcase their work. A range of promotional materials would be developed and it was proposed that the scheme name be supported with the strapline "Supporting young people to believe, achieve and succeed" to create a brand.

A Section 75 Screening exercise had now been completed and an Equality Impact Assessment was not required. The screening form was circulated for Members' information.

Moved by Councillor Webb
Seconded by Councillor Kelly and

RESOLVED – that

- (i) the proposed Mrs Joan Christie Leaving Legacy Bursary Scheme Guidance Booklet be approved; and,**
- (ii) the Leaving Legacy Bursary Scheme be launched at an evening civic event in Theatre at The Mill on Wednesday 3 April 2019 with the strapline "supporting young people to believe, achieve and succeed" used to create a brand for the Scheme.**

Moved by Alderman Smyth
Seconded by Councillor Montgomery and

RESOLVED – that Member representation on the Awarding Panel be increased.

ACTION BY: Ursula Fay, Head of Arts, Culture & Leisure

10.13 AC/HE/027 ADDITIONAL MEMORIALS AT BOROUGH WAR MEMORIALS

Members were reminded that it was agreed at the Community Planning & Regeneration Committee in January 2019, that a memorial stone be erected to the Korean War in Ballyclare War Memorial Park at an approximate cost of £1,800, and that the UDR Association erect a memorial to fallen UDR colleagues in the vicinity of the Antrim Town War Memorial at no cost to the Council.

Korean War Memorial

An image of the type of memorial stone was circulated for Members' information and it would carry regimental insignia. Consultation with parties involved in making the request had taken place and the following form of words and memorial design was being suggested by them:

***In Memory of All Those from Ballyclare who fought in the Korean War
and Willie John McConnell who was lost on 2 January 1951
We Will Remember Them***

UDR Association Memorial

An image of the type of memorial plaque was circulated for Members' information and it would carry regimental insignia. Consultation with parties involved in making the request had taken place and the following form of words and memorial design was being suggested by them:

***To Remember all who served and some who made the ultimate sacrifice
Lest We Forget***

Members were advised that Section 75 Equality Screening had been carried out, and was circulated for Members' information. An Equality Impact Assessment was not recommended.

Councillor Goodman advised that his Party would be abstaining from this item.

Moved by Alderman Smyth
Seconded by Councillor Dunlop and

RESOLVED – that

- i. in relation to the Korean War Memorial, Officers to review and clarify the appropriate name format and replace “and” with “including”;**
- ii. in relation to the UDR Association Memorial replace “some” with “those”;**
- iii. arrangements for installation of both memorials proceed:**
- iv. the outcome of the Section 75 Screening Exercise which recommends that an Equality Impact Assessment is not carried out be approved.**

ACTION BY: Ursula Fay, Head of Arts and Culture

10.14 CP/CP/085 DEA FUNDING PROGRAMME – ARTS CHALLENGE FUND

Members were reminded that a report on the DEA Funding Programme was taken to the Community Planning and Regeneration Committee on 11 February 2019 and a programme of projects for Threemilewater and Macedon was agreed.

Members were also advised that a further underspend had been identified from Arts Challenge Fund DEA match funding and a schedule of alternative arts projects for Airport, Antrim, Glengormley Urban, Macedon and Dunsilly DEA's was proposed at a total cost of £19,141.00.

It was agreed to defer this, to allow for further consultation with Members, particularly in relation to the Dunsilly and Glengormley DEA proposals. This had now taken place and an updated schedule of projects as detailed below was proposed for Members' information.

DEA Schedule of Projects - Underspend Arising from the Arts Challenge Fund	Amount
Airport DEA To extend the current well attended Old People's Art Classes in Killead and Crumlin by the equivalent of a further 10 weeks.	£3,173
Antrim DEA To extend the current well attend Old People's Art classes at Antrim Day Centre by the equivalent of a further 10 weeks.	£1,774
Glengormley Urban DEA To develop a feature for Sandyknowes Roundabout to complement the design of the new installation welcoming visitors to Glengormley to include flower sculptures and bedding plants	£7,383
Macedon DEA To place an artist working with the community to create a mural in the underpass at Gideon's Green	£4,811
Dunsilly DEA To contribute toward the various enhancements to the Riverpass Randalstown including decoration and planting	£2,000
Total	£19,141

Moved by Councillor Clarke
Seconded by Councillor Montgomery and

RESOLVED – that the schedule of alternative arts projects for Airport, Antrim, Glengormley Urban, Macedon and Dunsilly DEAs be approved at a total cost of £19,141.00.

ACTION BY: Ursula Fay, Head of Arts and Culture

10.15 G/MSMO/7/VOL 3 REQUEST TO PRESENT TO COUNCIL – RETAIL NI

Members were advised that correspondence had been received from Retail NI (copy enclosed) requesting attendance at a meeting of a Committee of the Council to present their document Regeneration NI, Creating 21 Town & City Centres, a copy of which was also circulated.

Moved by Councillor Clarke
Seconded by Alderman Smyth and

RESOLVED – that Retail NI be invited to present to a meeting of the Community Planning and Regeneration Committee.

ACTION BY: Member Services

10.16 G/MSMO/023 SOMME MUSEUM EVENING LECTURE SERIES

Members were advised that correspondence had been received (copy circulated) from The Somme Association in relation to the Somme Museum Evening Lecture Series.

The lectures would be held at 7 pm on Thursdays - 7 March, 4 April and 9 May 2019 and cost £5 each (including refreshments).

Moved by Alderman Smyth
Seconded by Councillor Dunlop and

RESOLVED – that the report be noted and that any Member wishing to attend do so at their own expense.

Alderman Campbell returned to the Chamber.

11. ITEMS FOR INFORMATION

11.1 CE/OA/005 NILGA KEY OUTCOMES REPORT

Members were advised that correspondence had been received from NILGA giving the Key Outcomes from the Central – Local Government Political Partnership Forum which was held on 18 January 2019.

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

Moved by Councillor McWilliam
Seconded by Councillor Hamill and

RESOLVED - that the correspondence from NILGA be noted.

NO ACTION

11.2 G/MSMO/14 MOTION – CORRESPONDENCE FROM LISBURN AND CASTLEREAGH CITY COUNCIL

Members were advised that correspondence had been received (copy circulated) from Lisburn & Castlereagh City Council advising that at the Council meeting in January 2019, the following Motion was unanimously agreed.

“Following the recent revelation of ill treatment of patients at Muckamore Abbey, this Council calls on the Department of Health of hold a Public Enquiry. If a decision cannot be made in the absence of a Minister, this Council calls on the Secretary of State to step in and authorise such an Enquiry”.

The Motion sought support from all Councils in Northern Ireland in calling for a Public Enquiry into the treatment of patients in Muckamore Abbey.

Moved by Councillor Webb

Seconded by Alderman Girvan and

RESOLVED - that the correspondence from Lisburn & Castlereagh City Council be noted.

NO ACTION

11.3 FI/FIN/4 BUDGET REPORT – JANUARY 2019

A budget report for January 2019 was circulated for Members' information.

The Council's variance on Net Cost of Services for the period to the end of December was £155k favourable, with income from District Rates and the De-Rating grant being on budget for the period, resulting in an increase to the Council's General Fund of £155k.

This included a contribution of £622k to the Council's Strategic Projects and Rates Appeal Reserves.

Moved by Councillor Webb
Seconded by Alderman Girvan and

RESOLVED – that the report be noted.

NO ACTION

11.4 ED/TOU/001 THE GREAT GAME FAIRS OF IRELAND

Members were aware that over recent years the Council had supported the Irish Game Fair and Fine Food Festival at Shane's Castle. This year the event would run over the 29th and 30th June and would include top international country sports, fine food festival, angling, Living History Festival, medieval jousting and many more family fun activities.

This year the 'sister' event hosted in Galway would run over the 15th and 16th June in advance of the Antrim event and would provide a useful platform from which to promote the Borough. The event organisers had offered the Council a stand at the event and it was proposed that Officers from the Tourism and Arts and Culture sections attend to promote existing and upcoming facilities such as the Castle Gardens, the Gateway Centre and the new Game of Thrones Attraction at Moneyglass.

It was also suggested that the private sector be invited to take part to promote local hotel facilities, shopping facilities such as The Junction and Abbey Centre, the new caravan park at Shane's Castle and key attractions.

Moved by Councillor Webb
Seconded by Alderman Girvan and

RESOLVED - that the report be noted.

NO ACTION

11.5 CE/GEN/004 DEPARTMENT FOR INFRASTRUCTURE – THE MOTORWAYS TRAFFIC (AMENDMENT) REGULATIONS (NORTHERN IRELAND) 2019

Members were advised that correspondence had been received from the Department for Infrastructure (DfI) advising that The Motorways Traffic (Amendment) Regulations (Northern Ireland) 2019 would come into operation on 11 March 2019.

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

Moved by Councillor Webb
Seconded by Alderman Girvan and

RESOLVED - that the report be noted.

NO ACTION

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Alderman Smyth
Seconded by Councillor Hamill and

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

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

12. ITEMS IN COMMITTEE

**12.1 IN CONFIDENCE FI/PRO/TEN/122 TENDER FOR FUN FAIR EQUIPMENT, INFLATABLES AND ENTERTAINMENT AT COUNCIL EVENTS
Contract Period: 1 March 2019 to 28 February 2021 (with an option, by the Council, to extend for a further period of up to 24 months, subject to review and performance)**

Thirteen tenderers bid over the four Lots included in the tender for Fun Fair Equipment, Inflatables and Entertainment at Council events. All tenders were opened via eTenders NI on 28 August 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 experience, management systems and practices, health and safety, operation, inspection and testing of equipment, emergency procedures, and declarations and form of tender. Four tenders failed to meet the requirements of stage 1 and did not proceed further in the evaluation. The remaining nine tenders met the requirements of Stage 1 and therefore proceeded to Stage 2.

STAGE 2 – AWARD STAGE

Sub-Stage 1 – Compliance

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

Sub-Stage 2 – Quality (Service Delivery Proposals) and Commercial Assessment

***Lot 1 (Funfair Equipment)** was evaluated on the basis of Quality (30%) and Cost (70%). Service Providers are appointed as follows:

Principal Service Provider	G Force Amusements
1 st Reserve Service Provider	Mark Curry's Amusements
2 nd Reserve Service Provider	Cullen's Amusements
3 rd Reserve Service Provider	No further submissions

*This Lot refers to amusements that are free of charge to the public. Events where amusements are charged will be subject to a separate quotation process.

Lot 2 (Inflatables) was evaluated on the basis of Quality (30%) and Cost (70%). Service providers are appointed as follows:

Principal Service Provider	G Force Amusements
1 st Reserve Service Provider	Cromore Castles
2 nd Reserve Service Provider	No Award (no further compliant bids)
3 rd Reserve Service Provider	No further submissions

Lot 3 (Entertainment) was also evaluated on the basis of Quality (30%) and Cost (70%). Service providers are appointed as follows:

Face Painting	Principal Service Provider 1 st Reserve Service Provider	Carnival Promotions Cromore Castles
Balloon Modelling	Principal Service Provider 1 st Reserve Service Provider	Carnival Promotions Cromore Castles
Arts & Crafts (badge making)	Principal Service Provider 1 st Reserve Service Provider	Konrad Pawlaszek Friendly Faces
Arts & Crafts (foam craft)	Principal Service Provider 1 st Reserve Service Provider	Friendly Faces No further submissions
Glitter Tattoo	Principal Service Provider 1 st Reserve Service Provider	Cromore Castles Friendly Faces
Mobile Petting Farm	Principal Service Provider 1 st Reserve Service Provider	Kidz Farm No Award (no further compliant bids)
Punch & Judy / Magic Show	Principal Service Provider 1 st Reserve Service Provider	Carnival Promotions No further submissions
Clay/Slime Workshops	Principal Service Provider 1 st Reserve Service Provider	Friendly Faces No Award (no further compliant bids)
Toast Your Own Marshmallows	Principal Service Provider 1 st Reserve Service Provider	G Force Amusements No further submissions
Bubble Ball	Principal Service Provider 1 st Reserve Service Provider	Cromore Castles No further submissions

Paint Ball Trailer	Principal Service Provider 1 st Reserve Service Provider	Cromore Castles No further submissions
Crazy Golf (18 holes)	Principal Service Provider 1 st Reserve Service Provider	Carnival Promotions No further submissions
Walk-about Characters	Principal Service Provider 1 st Reserve Service Provider	Cromore Castles Friendly Faces
Mobile Playground	Principal Service Provider 1 st Reserve Service Provider	G Force Amusements Cromore Castles
Party Funhouse	Principal Service Provider 1 st Reserve Service Provider	Cromore Castles G Force Amusements

Lot 4 (Specialist Entertainment for Good Relations events) was evaluated on the basis of Quality (70%) and Cost (30%). Service providers are appointed as follows:

Drumming Circle	Principal Service Provider 1 st Reserve Service Provider	ArtsEkta No further submissions
Drama	Principal Service Provider 1 st Reserve Service Provider	ArtsEkta No further submissions
Dance	Principal Service Provider 1 st Reserve Service Provider	ArtsEkta No further submissions
Music	Principal Service Provider 1 st Reserve Service Provider	ArtsEkta No further submissions

It was not possible to award some Items within Lots as shown in the report. Members were advised that Officers would continue to award these items on a quotation basis as appropriate.

Moved by Alderman Smyth
Seconded by Alderman Campbell and

RESOLVED - that awards be made as detailed above for Fun Fair Equipment, Inflatables and Entertainment at Council Events for the period 1 March 2019 to 28 February 2021 (with an option, by the Council, to extend for a further period of up to 24 months, subject to review and performance).

ACTION BY: Julia Clarke, Procurement Officer/Karen Steele, Tourism, Town Centre & Regeneration Manager

12.2 IN CONFIDENCE FI/PRO/TEN/215A TENDER FOR THE TRANSPORTATION AND REPROCESSING OF A RANGE OF RECYCLABLES FROM HOUSEHOLD RECYCLING CENTRES (RE-TENDERED LOTS)
Contract Period: 1 April 2019 to 30 November 2021 (with an option to extend for up to a maximum of 24 months)

Members were advised that the recycling centres in the Borough collect mixed residual and segregated recyclable waste streams that are subsequently reprocessed and make an important contribution to Council's recycling targets. This procurement exercise covers the provision of the uplift and reprocessing of the segregated recyclable waste collected at the centres.

Members were reminded that at the Council Meeting on 29 October 2018, it was agreed to extend the current contracts for those waste streams not

awarded during the initial procurement exercise in order to facilitate a re-tender process.

Further to this process, four tenders for the transportation and reprocessing of a range of recyclables from recycling centres were opened via the eSourcingNI Portal on 23 January 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, previous relevant experience, regulatory licence requirements and declarations and form of tender.

All tenders met the requirements of Stage 1 in full and proceeded to Stage 2 Award stage. 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 for each lot being bid for. Furthermore, all tenderers had to confirm that all waste collected from the Council will be processed and treated to meet end of waste criteria as required by the Northern Ireland Environment Agency. All 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 tenderers. All tenderers met the quality threshold.

Sub-Stage 3 - Commercial Assessment

The tenders proceeded to be evaluated on the basis of lowest cost as follows:

Area 1: Bruslee and O' Neill Road Household Recycling Centres

Waste Stream	Recommendation	Estimated Annual Cost £ (excl VAT)
Construction and Demolition Waste	McKinstry Skip Hire	██████████
Timber	McKinstry Skip Hire	██████████
Hard Plastics	McKinstry Skip Hire	██████████

Haulage of General Waste Compaction & Open Hooklift Containers	McKinstry Skip Hire	████████
Loading and Transportation of Organic Waste	McKinstry Skip Hire	████████

Area 2: Craigmore, Crumlin and Newpark Household Recycling Centres

Waste Stream	Recommendation	Estimated Annual Cost £ (excl. VAT)
Construction and Demolition Waste	McKinstry Skip Hire	████████
Timber	McKinstry Skip Hire	████████
Carpets	McKinstry Skip Hire	████████
Mattresses	McKinstry Skip Hire	████████
Haulage of General Waste Compaction & Open Hooklift Containers	McKinstry Skip Hire	████████
Loading and Transportation of Organic Waste	McKinstry Skip Hire	████████

Financial provision had been made for these contracts in the 2019-20 waste management budgets.

Moved by Councillor Clarke
Seconded by Councillor Greer and

RESOLVED - that the award be made to McKinstry Skip Hire Limited who submitted the lowest cost bids as detailed in the tables above for the period 1 April 2019 to 30 November 2021 (with an option to to extend for up to a maximum of 24 months).

ACTION BY: Sharon Logue, Procurement Manager

12.3 IN CONFIDENCE FI/PRO/TEN/246 TENDER FOR THE PROVISION OF LANDSCAPING SERVICES 2019

Contract Period: 1 March 2019 to 29 February 2020 (with an option, by the Council, to extend for a further period of up to 12 months, subject to review and performance)

Three tenders for the provision of landscaping services were opened via the eTendersNI Portal on 25 January 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for tenderers' professional conduct, economic and financial standing, previous relevant experience, management systems and practices and declarations and form of tender. All

tenderers 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 tender complies with all aspects of the specification.

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

Stage 2 – Quality/Commercial Assessment (20%/80%)

The tenders were evaluated on the basis of quality (20%) and cost (80%) and the recommendation is as follows:

Rank	Supplier	Quality Assessment (out of 20%)	Cost Assessment (out of 80%)	Total % Score	Total Estimated Annual Cost (£) (Excl. VAT)
1	Northscapes	████	████	████	████
2	M Large Tree Services Limited	████	██████	████	████
3	Convery Sportsturf & Landscape Contractors	████	██████	████	████

Moved by Councillor Montgomery
Seconded by Councillor Ritchie and

RESOLVED - that for the period 1 March 2019 to 29 February 2020 (with an option, by the Council, to extend for a further period of up to 12 months, subject to review and performance)

- Northscapes, M Large Tree Services Limited and Convery Sportsturf & Landscape Contractors be appointed to the framework for the provision of landscaping services; works less than £3,000 being awarded in rank order.
- a mini-competition to be carried out for works between £3,000 and £30,000.

ACTION BY: Julia Clarke, Procurement Officer

12.4 **IN CONFIDENCE** FI/PRO/TEN/262 PEACE IV CYP – PROGRAMME 1b EARLY INTERVENTION - TENDER FOR RECLAIMING PLAY SPACE PROGRAMME

Introduction

The PEACE IV Local Action Plan for the Borough 16 programmes (encompassing 31 projects) under the three key themes of Children and Young People (CYP), Shared Spaces and Services, and Building Positive Relations. A mixed delivery approach was employed by the PEACE IV Partnership and as a result, it was agreed that 18 projects be procured by public tender via a phased procurement process, with the 13 remaining projects being Council led.

Early Intervention: Reclaiming Play Spaces Programme

Building on the success of the CAN PEACE III Positive Play Programme through which Council play strategies were developed, 21 play leaders trained, and 6 positive play initiatives delivered, one of the recommendations for future delivery was to have 10 local young people aged 13-18 years trained in play who could build positive and effective relationships between children of different community backgrounds, or where there were issues of anti social behaviour.

The programme states that 5 play parks within the Borough where either shared space or anti-social behaviour issues are prevalent and the following were identified as being suitable in the application; Crumlin, V36, Steeple, Glengormley Park and Rathcoole. The Programme allows some flexibility in the locations chosen, where there is evidence of greater need than those listed.

Tender

It was agreed that the Early Intervention: "Reclaiming Play Spaces" programme, be procured by public tender. Subsequently, tenders were invited via eSourcingNI and sign-posted on eTenders.ie and eTendersNI for suitably qualified organisations for its delivery. The closing date was Friday 8 February 2019.

One tender was opened via the eSourcingNI Portal on 11 February 2019 and referred to the evaluation panel for assessment. The tender was evaluated on a two stage basis as follows:

Stage 1 – Selection Stage

The tender was evaluated on a pass/fail basis for mandatory exclusion, economic and financial standing, management systems and practices, previous relevant experience, technical capacity and capability of the team and team leader, declarations and form of tender. The tender met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2 award stage.

Stage 2 – Award Stage

Qualitative/ Commercial Assessment

The tender was evaluated on the basis of: Design and Methodology (10%), Recruitment (15%), Implementation Plan (35%), Delivery Timetable (5%), Quality Management (5%), Cost (30%) as follows:

Tenderer	Quality Score % (out of 70%)	Cost Score % (out of 30%)	Total Score % (out of 100%)	Total Cost (£) (excl. VAT)	Rank
PlayBoard NI	70%	30%	100%	£42,795	1

The contract period for the delivery of this programme, is 1 March 2019 to 31 December 2019. Recruitment of volunteers would need to commence in earnest in early March, given the tight turnaround for delivery of all training, taster and play sessions.

Moved by Alderman Campbell
Seconded by Councillor Clarke and

RESOLVED - that, having achieved a score of 100%, PlayBoard NI be appointed to deliver PEACE IV Children and Young People – Programme 1b Early Intervention - Reclaiming Play Space at a cost of £42,795 (excluding VAT) subject to SEUPB approval. The cost is within the maximum budget available of [REDACTED] (excluding VAT).

ACTION BY: Sharon Logue, Procurement Manager

12.5 IN CONFIDENCE FI/PRO/TEN/207 INTERNAL AND EXTERNAL PAINTING AND DECORATING AT COUNCIL SITES IN THE ANTRIM AND NEWTOWNABBEY BOROUGH AREA
Contract Period: 12 March 2019 To 31 March 2021 (With And Option To Extend For Up To A Maximum Of 24 Months, Subject To Review And Performance)

Seven tenders for painting works at Council sites were opened via the eTendersNI Portal on 11 January 2019 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated on a pass/fail basis for tenderers' professional conduct, economic and financial standing, management systems and practices, professional membership, previous relevant experience, schedule of operatives, and declarations and form of tender. Two tenderers failed to meet all the requirements of this stage and did not proceed further in the evaluation. The remaining five tenderers 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

The remaining 5 tenderers confirmed that they could meet the response times required and that their tenders met all the requirements of the Specification of Services.

Stage 2 – Quality/Commercial Assessment

The tenders were evaluated on the basis of Quality (40%) and Lowest Estimated Annual Cost (60%). One tenderer failed to meet the minimum threshold in the Quality assessment and therefore did not proceed further in the evaluation process.

Rank	Supplier	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Total Estimated Annual Cost (£) (excl. VAT)
1	Décor-Wright Paints Ltd	██████	██████	██████	██████
2	Down Developments Ltd	██████	██████	██████	██████
3	Jak Contracts Painting Ltd	██████	██████	██████	██████
4	Brian Kelly Painting Contractor Ltd	██████	██████	██████	██████

Moved by Alderman Smyth
Seconded by Councillor McCarthy and

RESOLVED - that

- i. the 4 contractors above be appointed to the framework for the contract period; works up to £3,000 (excl. VAT) to be awarded in ranked order;
- ii. competitive quotations be sought from all contractors on the framework for works between £3,000 and £30,000 (excl. VAT).

ACTION BY: *Melissa Kenning, Procurement*

12.6 **IN CONFIDENCE** FI/PRO/TEN/228 TENDER FOR RATHCOOLE PLAY PARK REFURBISHMENT WORKS

Members were reminded that in January 2019 Council approved the award of the full scope of works for the refurbishment of Rathcoole Play Park to Quinn Automatic Ltd at a total tendered price of ██████ (excl. VAT). However, subsequent to award, Quinn Automatic Ltd advised the Council that they had under-priced some elements of the project and were withdrawing their tender.

In light of their withdrawal, Officers have reviewed the second lowest bid from Garden Escapes Ltd as detailed below.

Contractor	Tendered Total of the Prices	Model Compensation Event Total*	Tender Assessment Total Price (excl. VAT)
Garden Escapes Ltd	██████████	██████████	██████████

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

Garden Escapes Ltd had confirmed that they could deliver the works in full compliance with the specification and at the Tender Total of the Prices previously submitted.

The predicted project outturn cost (works and fees) based on the current lowest tender was ██████████ which is ██████████ above the budget of ██████████ approved in January 2019.

COST SUMMARY

Current Approved Budget	██████████
Tender Assessment Total Price	██████████
Professional fees	██████████
Revised Project Budget	██████████ (██████████ above approved budget)

The predicted project cost based on the current lowest tender was ██████████ over the approved budget. There may be opportunities to make savings during the contract to reduce the costs in line with the approved budget. In addition, the predicted project cost includes the model compensation event sum of ██████████. Council Officers would only authorise the expenditure of this sum during the contract, should it be required.

PROGRAMME

Following the withdrawal of Quinn Automatic Ltd, it was envisaged that the Rathcoole Play Park Refurbishment Works would now commence March/April 2019 and complete by July/August 2019.

The original completion date was June 2019.

Moved by Councillor Webb
 Seconded by Councillor Foster and

RESOLVED - that

- I. the Tender Assessment Total Price of ██████████ from Garden Escapes Ltd be approved;
- II. the total estimated budget for the full scope of works and professional fees of ██████████ be approved.

ACTION BY: Neil Luney, Capital Projects Officer/Melissa Kenning, Procurement

12.7 **IN CONFIDENCE** CD/PM/111 and AFI/PRO/TEN/213 ANTRIM ENVIRONMENTAL IMPROVEMENT SCHEME, FOUNTAIN STREET: CONTRACTOR APPOINTMENT

Members were reminded that at the Council Meeting in August 2018 a budget of [REDACTED] for the scheme was approved. The Department for Communities (DfC) had confirmed that it will contribute up to a maximum of [REDACTED] giving a nett cost to the Council of [REDACTED].

The scope of works includes the following:

- upgrading of paving from asphalt to granite to match previous schemes in High Street and Church Street
- realignment of kerbing to create additional on-street car parking
- improvement of street lighting
- undergrounding of overhead utility lines
- street furniture and soft landscaping.

PROCUREMENT

McAdam Design Ltd were appointed as consultants for the scheme in February 2018.

Eleven contractors returned completed Pre-Qualification Questionnaires (PQQs) on 8 June 2018 and were referred to the evaluation panel for assessment. The contractors who responded to the competition were randomly sorted and evaluated in order on a Pass/Fail basis. The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for Invitation to Tender (ITT).

The PQQ responses were evaluated using criteria including general information, past performance, economic and financial standing and professional conduct, health and safety, declarations and technical and professional ability.

ITT documents were issued to the six contractors on 9 January 2019. Three completed tenders were received by the closing date of 31 January 2019.

TENDER ANALYSIS

The three tenders were evaluated on the basis of lowest acceptable tender assessment total price. John McQuillan (Contracts) Limited submitted the lowest acceptable tender assessment total price as detailed below.

Contractor	Tendered Total of the Prices (exc. VAT)	Model Compensation Event Total* (exc. VAT)	Tender Assessment Total Price (exc. VAT)
John McQuillan (Contracts) Limited	[REDACTED]	[REDACTED]	[REDACTED]

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

The tender has been checked and no arithmetical errors found. Officers are continuing to evaluate the granite paving proposal to ensure compliance with the Works Information (specification).

COST SUMMARY

Based on the lowest tender above, the predicted project cost was detailed in the cost summary table below:

	£
Total of the Prices	[REDACTED]
Model Compensation Event	
Street Lighting Costs	
Utility Costs	
Statutory/Professional Fees	
Carriageway Resurfacing	
Total Project Cost	

The predicted project cost included the model compensation event sum of [REDACTED]. Council Officers would authorise the expenditure of this sum through the contract if required.

The predicted project cost based on the current lowest tender was [REDACTED] under the approved budget of [REDACTED]

Discussions had been undertaken with DfC who wished to maximise the funding contribution to increase the scale of the scheme.

The original scope of works did not include for the undergrounding of some utility poles which were considered inconsequential to the overall scheme. Considering the positive tender returns it was proposed to include the additional utility works discussed above. A cost for this was currently requested from Openreach.

On this basis it was proposed a client sum of [REDACTED] is retained from the original approved budget to cover the proposed additional utility works and explore the potential opportunities for increasing the scale of the paving area towards the junction with Cunningham Way. This would provide increased value from the project whilst maximising as far as possible the utilisation of all available 3rd party funding.

The proposed revised cost summary is as follows:

	£
Total of the Prices	[REDACTED]
Model Compensation Event	
Street Lighting Costs	
Utility Costs	
Statutory/Professional Fees	
Carriageway Resurfacing	
Client Sum	
Total Revised Project Cost	

The final outturn cost will determine the final funding contribution and nett cost to Council. It was anticipated the nett cost to Council would not exceed [REDACTED]

PROGRAMME

It was envisaged that the scheme would commence on site in April 2019 at the earliest and be completed by September 2019 subject to the timely approval of the granite specification in line with the Works Information.

Moved by Councillor Montgomery
Seconded by Councillor Dunlop and

RESOLVED – that

- 1. the tendered sum of [REDACTED] (excl VAT) from John McQuillan (Contracts) Limited be approved giving a tender assessment total of [REDACTED] (excl VAT) subject to compliance with the Works Information;**
- 2. the revised estimated budget for the works and fees of [REDACTED] be approved.**

ACTION BY: Andrew McKeown, Capital Project Officer

12.8 IN CONFIDENCE CE/STC/88 ORGANISATION STRUCTURES

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

Members were reminded that at the Council meeting on 19 December 2016 a structure was approved for Property and Building Services within Community Planning. A revised structure was circulated for Members' consideration:

Moved by Alderman Campbell
Seconded by Councillor Montgomery and

RESOLVED – that the structure for Property and Building Services, Appendix 1, be approved, subject to consultation with staff and trade unions.

ACTION BY: Joan Cowan, Head of Human Resources

As agreed at Item 8, Officers provided an update in relation to the proposed crematorium and advised that a business case would be provided in due course.

Officers agreed to release an update on the project to the public.

ACTION BY: Nick Harkness, Director of Community Planning

MOTION TO PROCEED 'OUT OF COMMITTEE'

Moved by Alderman Smyth
Seconded by Councillor Ritchie 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 7.45 pm.

MAYOR

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