



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COMMUNITY PLANNING AND
REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON MONDAY 11 FEBRUARY 2019
AT 6.30 PM**

In the Chair	:	Councillor S Ross
Committee Members Present	:	Aldermen – P Barr, M Cosgrove, T Burns and M Girvan Councillors – P Brett, L Clarke, J Greer, A Logue, R Lynch, M Maguire, J Montgomery, J McGrath and V McWilliam
Non-Committee Members Present	:	Councillors – P Dunlop, D Hollis, M Magill, N McClelland, B Webb Alderman – J Smyth
Officers Present	:	Director of Community Planning – N Harkness Head of Property & Building Services – B Doonan Head of Community Planning – L Moore Head of Arts & Culture – U Fay Projects Development Manager – C Minnis IT Systems Support – A Cole Media and Marketing Officer – N McCullough Member Services Officer – S Fisher

CHAIRPERSON'S REMARKS

The Chairperson welcomed Members to the February meeting of the Community Planning and Regeneration Committee and reminded all present of the audio recording protocol.

A minute's silence was held for Dalglish Heatherington, Sound Technician at Theatre at the Mill, who had passed away in January.

1 APOLOGIES

Councillor McCarthy

2 DECLARATIONS OF INTEREST

Councillor Maguire – Items 3.12 and 3.13

Councillor Ross – Item 3.20

3. REPORT ON BUSINESS TO BE CONSIDERED

3.1 PBS/BC/003 STREET NAMING

An application had been received on 24 January 2019 from Aoife Ward on behalf of Choice Housing, regarding the naming of a residential development at Neillsbrook Randalstown. The development consists of 14 units, these being a mixture of semi-detached and apartments. The development names had been submitted as outlined below, with the developer's rationale, a site location map and site plan circulated.

1 – Neillsbrook Hill

2 – Neillsbrook Cross

3 – Neillsbrook View

Members were advised that should the Council not select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Councillor Clarke

Seconded by Councillor Greer and agreed that

the name Neillsbrook View be selected for this development

ACTION BY: Liam McFadden, Principal Building

3.2 PBS/BC/003 STREET NAMING

An application had been received on 21 January 2019 from Patrick Morwood on behalf of Nuport Developments, regarding the naming of a residential development at Templepatrick Road, Ballyclare. The development consists of 35 dwellings, these being a mixture of detached and semi-detached units. The development names had been submitted as outlined below, with the developer's rationale, a site location map and site plan circulated.

1 – Sandymount Lane

2 – Hansons Hall

3 – Lindsays Lane

Members were advised that there is an existing development in Glengormley

called Sandymount Green and that should the Council not select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Councillor McWilliam
Seconded by Councillor Clarke and agreed that

the name Hansons Hall be selected for this development

ACTION BY: Liam McFadden, Principal Building Control Surveyor

3.3 CP/P4/017/VOL2 PEACE IV PARTNERSHIP MINUTES OCTOBER 2018

Members were reminded that the PEACE IV Partnership operates as a Working Group of Council. As such the minutes of the PEACE IV Partnership meeting held on 9 October 2018 were circulated for consideration.

Proposed by Councillor Maguire
Seconded by Councillor Clarke and agreed that

the minutes of the PEACE IV Partnership held on 9 October 2018 be approved.

ACTION BY: Connor O'Dornan, PEACE IV Co-ordinator and Andrew Irwin, Community Safety and Good Relations Manager

3.4 AC/EV/014 CATERING VENDORS FOR EVENTS SELECT LIST

Members were reminded that it had been reported to the Operations Committee in April 2017, that officers were to carry out a procurement exercise to establish a Select List of catering vendors for the Council programme of outdoor events up until end March 2019.

The purpose of the exercise was to greatly reduce the volume of administration required to appoint caterers to events on an individual basis whilst also ensure service quality and a consistent approach.

The outcome of this exercise was reported to the Operations Committee in November 2017 and 23 catering vendors who met the requirements of the assessment process were placed on a Select List for the period 1 January 2018 to 31 March 2019 with the option to extend for a period of 12 months, subject to review and performance.

Members were advised that the process was specifically for catering vendors who operate from mobile units selling food and drink made to order and sold for consumption at the events. The list did not cover food and drinks vendors, who wish to sell their manufactured product at markets and events not intended for immediate consumption such as jams, cakes, bottled drinks, sweets etc.

The opportunity was publicly advertised and submissions were evaluated using the following criteria:

1. Mandatory Exclusion
2. Insurances
3. Food Hygiene Rating
4. Vendor Registration With a Council
5. Health and safety Policy
6. Environmental Policy
7. Details of Mobile Unit to be Used
8. Special Terms and Conditions
9. Safety Guidelines
10. Declarations
11. Terms and Conditions

Members were advised in November 2017 that additional catering vendors could apply for inclusion on the Select List in 6 month intakes during the life of the contract. It was subsequently reported to the Council meeting in October 2018 that since approval of the initial list of 23 vendors two further intakes had added an additional thirteen vendors to the list. The current Select List was circulated for Members' information. Vendor performance is reviewed as part of each post event evaluation and all 36 have been retained on the list.

The list has been in use since January 2018 and used to appoint caterers for various events including the May Fair, Antrim Live, Party in The Park, Shoreline Festival and Spooked Out. This process has achieved significant efficiency in terms of administration required as part of event planning whilst also providing quality assurance and a consistent approach across Council Departments. It is proposed therefore to extend the list for a further 12 months to the end March 2020 when a further review will be carried out. The process, which will be used to appoint vendors from the Select List during this period, was circulated for Members' information. It was also proposed that there will be no further intakes to the list as the 36 vendors meet the needs of the 2019/20 event programme in terms of food and drink offers required and added to the list would reduce the opportunity for the current vendors to trade.

The Director of Community Planning agreed that new businesses starting after the closing date would be made aware of the process to apply for the following period.

Proposed by Alderman Girvan

Seconded by Councillor Lynch and agreed that

i. the extension of the Catering Vendors for Events Select List for a further 12 months to end March 2020 be approved with no further intakes to the list to be made.

ii. the process used to appoint vendors to each event from the list be noted.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.5 AC/ACG/015 QUEEN'S ROYAL GUN SALUTE

Members were reminded that it was approved at the Operations Committee in February 2018, at the request of the 38 (Irish) Brigade, to hold a Queen's Royal Gun Salute at Antrim Castle Gardens on Saturday 21st April 2018. There are six such events held annually, which usually take place at Hillsborough Castle.

With the Castle being closed for refurbishment, this presents an opportunity to bring these events out to other venues where the public could access and enjoy the occasions. It was estimated that between 500 and 750 spectators attended the event on 21st April 2018, hosted by Her Majesty's Lord Lieutenant of County Antrim Mrs Joan Christie CVO OBE and the Mayor.

A number of compliments about the success of the event and Antrim Castle Gardens as a host venue were received from event organisers with one such letter from the High Sheriff of County Antrim reported to the Operations Committee in June 2018.

Members were advised that correspondence has been received from the Lead Engagement Officer of 38 (Irish) Brigade advising that following the success of the event last year, permission has been sought and granted by the Lord Chamberlains Office to have two of the annual programme of Queens Royal Gun Salutes outside of Hillsborough in 2019. He has requested that the Council consider hosting a Queens Royal Gun Salute at 12noon on Monday 3 June 2019 Coronation Day, which would once again be hosted by Her Majesty's Lord Lieutenant of County Antrim Mrs Joan Christie CVO OBE and the Mayor.

Given the date, it is likely that this would be one of the Lord Lieutenant's last official duties before she steps down from her role.

It was proposed to accept the offer to host the Coronation Day Royal Gun Salute on 3 June 2019 with the event being open to the public and the Clotworthy House car park closed until 2pm to facilitate secure car parking for the event.

Proposed by Councillor Clarke
Seconded by Councillor McWilliam and agreed that

the request from 38 (Irish) Brigade to host the Coronation Day Queen's Royal Gun Salute at 12noon on Monday 3 June 2019 in Antrim Castle Gardens be approved with the Clotworthy House Car Park closed until 2pm to facilitate this event.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.6 AC/ACG/5 REGIONAL PIPE BAND CHAMPIONSHIPS 2019 ANTRIM CASTLE GARDENS

Members were reminded that the Ulster Pipe Band Championships, organised by the Royal Scottish Pipe Band Association of Northern Ireland (RSPBNI) were held by in Antrim Castle Gardens in 2016 and 2017 with the Operations Committee agreeing previously that the Council host the events at a cost of £12,000 plus in kind support to the value of £5,000 on each year. There were approximately 6,000 spectators in 2016 and 3,500 in 2017.

This event has been traditionally held on the third Saturday in July, which unfortunately has clashed with Antrim Agricultural Show. In light of this the RSPBNI requested that the Council host another regional pipe band championship event in Antrim Castle Gardens in 2018 but on a different date thus avoiding any clash.

The Operations Committee in December 2017 subsequently agreed to host the Antrim and Newtownabbey Borough Council Regional Pipe Band Championships in Antrim Castle Gardens on Saturday 23 June 2018 at a cost to Council of £12,000 plus in kind support to the value of £5,000. The in kind contribution covered such things as event support and infrastructure in the form of crowd control barriers, first aid, security and signage.

There were approximately 4,000 spectators in attendance when the event was held. The RSPBNI have once again requested that the Council host the Antrim and Newtownabbey Regional Pipe Band Championships in Antrim Castle Gardens on Saturday 22 June 2019 with the same financial support package as previous years.

Members were advised that the RSPBNI were shown other facilities in the Borough namely V36 at The Valley and Antrim Stadium as potential venues for the 2019 event but have indicated their preference for Antrim Castle Gardens as it provides all of the facilities they require for their event and meets their car parking requirements. This event has been screened and the screening form was circulated for Members' information. An Equality Impact Assessment is not recommended.

Proposed by Councillor Greer

Seconded by Councillor McWilliam and agreed that

the hosting of the Antrim and Newtownabbey Regional Pipe Band Championship event in Antrim Castle Gardens on 22 June 2019 at a cost of £12,000 plus in kind support to the value of £5,000 be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture

Councillor Montgomery joined the meeting at this point

3.7 AC/ART/010 BOROUGH ARTS AND CULTURAL ADVISORY PANEL

Members were reminded that it was agreed by the Operations Committee in June 2015 to form the Borough Arts and Cultural Advisory Panel. The general role of the Panel being to provide advice, support and advocacy to the

Borough's Arts and Cultural Service to enable it to deliver the Council's Corporate Plan - Our Vision Our Borough 2015-2030 and specifically to:

- Advise Council on the programming of arts and cultural activity throughout the Borough.
- Provide advocacy for the arts and cultural sector
- Provide Council with an insight into current issues affecting the arts and cultural throughout Northern Ireland.
- Represent the arts and cultural community both locally and regionally.
- Contribute expertise, skills and knowledge from specific genre for the benefit of ongoing development of arts and culture in the Borough.

At this meeting the Constitution was approved and in terms of Membership, 6 Elected Members (with at least 1 from each political party) were nominated to serve on the Panel and 12 independent Members were recruited to serve for the remaining term of the Council in line with the arrangements for period of service contained within the Constitution.

During this first Council term, the Panel has fulfilled its role and proved to be a valuable resource for the Arts and Culture Section and the Council. As the Council term comes to a close, it is proposed that the Borough Arts and Cultural Advisory Panel be retained for the duration of the next Council term and a revised Constitution was circulated for Members' information and approval.

It was proposed that 6 Elected Members are nominated to the Panel at the Annual Meeting of the Council on Monday 13 May 2019; with recruitment of up to 12 non-elected independent Members to commence at the earliest opportunity to ensure that this exercise is complete in time for the first scheduled meeting of the newly constituted Panel in June 2019.

Councillor Brett requested that Officers write to the independent members of the panel, on behalf of the Committee, to thank them for their contribution to the Arts & Culture offering across the Borough over the last five years.

Proposed by Councillor Brett

Seconded by Councillor Lynch and agreed that

- (a) the continuation of the Borough Arts and Cultural Advisory Panel be approved with 6 Elected Members to be nominated to serve for the term of the Council at the annual meeting on 13 May 2019.**
- (b) the recruitment of up to 12 non-elected independent members of the Panel be approved to commence in March 2019.**
- (c) the revised Constitution of the Borough Arts and Cultural Advisory Panel be approved.**

ACTION BY: Ursula Fay Head of Arts and Culture

3.8 A/GEN/9 FACILITY CLOSURES FOR ARTS AND CULTURE FACILITIES

A schedule for the closure arrangements on Bank/Public Holiday times during 2019/2020 was circulated for Arts and Culture facilities.

Proposed by Alderman Girvan
Seconded by Councillor Clarke and agreed that

the arrangements for closures of Arts and Culture facilities as set out in the schedule for 2019/2020 be approved.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.9 ED/ED/055 Vol 2 LOUGH NEAGH RESCUE: PROPOSAL TO VACATE TEMPORARY SITE

Members were reminded that following Lough Neagh Rescue's presentation to January's Committee, officers were asked to seek clarification from the charity on its plans for disposing of its temporary structures at Antrim Lough Shore Park.

Lough Neagh Rescue has now confirmed in writing its intention to remove its temporary structures from the Council's land and relocate them to one of its other rescue stations at Kinnego Marina adjacent to Oxford Island. It was proposed that the removal works will be carried out by Lough Neagh Rescue personnel and contractors, including the restoration of the site to its original condition all of which will be at no cost to the Council. The works would be undertaken in consultation with Council officers who would also ensure that everything is done to the required standard and with minimal impact on the construction of the adjacent Gateway Centre.

Proposed by Councillor Lynch
Seconded by Councillor Montgomery and agreed that

the Council agrees to the proposal from Lough Neagh Rescue to vacate the lands at Antrim Lough Shore Park of all temporary structures prior to the completion of the new Gateway Centre and restore the site to its original condition at no cost to the Council.

ACTION BY: Paul Kelly, Head of Economic Development

3.10 CP/CP/085 DEA FUNDING PROGRAMME

Members were reminded of the DEA funding programme which commenced in December 2015. In the current financial year there is budget provision of £50,000 per DEA.

Further to the review of the programme in December, underspend was projected in the Threemilewater (£15,728) and Macedon (£5,513) DEAs. Proposals from each of these DEAs to utilise the underspend was circulated for Members' consideration.

Arts Challenge Fund

Members were reminded that it was agreed at the October 2017 Council meeting to accept an offer of £122,640 from the Arts Council of Northern Ireland (ACNI), following a successful application to their Arts Challenge Fund, for the delivery of the Love Living Here Through the Arts Project Plan of arts development across the Borough in 2018/19. It had been agreed within the overall DEA Funding Plan that the required match funding of £122,640 to be provided in equal contributions from each of the seven DEAs.

A quarterly report on the Arts Challenge Fund has been brought to committee since its commencement, with the last quarterly update in January advising that there was an underspend in the Arts Apprentice scheme as a result of the 16 available places not being taken up. It was agreed by the Committee in January that the underspend on the Arts Apprentice Scheme be re-profiled across the remaining four projects where additional budget is required to realise a project and with the agreement of the Arts Council of Northern Ireland.

As has been reported each quarter it has been a challenge to find young apprentices to enrol on the scheme since the outset. Members were reminded that 16 places were set aside for the scheme, which included a weekly payment to the young apprentices for 24 weeks, plus £1,000 investment in professional training in line with their art form.

An exhaustive campaign including two radio interviews, articles in Borough Life, an e-campaign, attendance at trade fairs was carried out to launch the scheme. The Lead Artist has been in contact with the following organisations and agencies: Creative Culture Skills, Creative Employment Programme, CAMHs (Children and Adolescents with Mental Health), Careers Advisors in schools and colleges, Community Officers, Northern Regional College, Newtownabbey and Ballymena, Newtownabbey Training Centre, Dept for Economy, Network Personnel, Antrim Job Centre, Newtownabbey Job Centre, Careers Services with Department of Economy in Antrim and Carrickfergus, Barnardos, Newtownabbey Family Connections, Children in Looked After Care, Northern Trust, Radio U 105, Rutledge Recruitment, Youthways, Specialisterne, Oh Yeah, Red Box Studios, STRIDE, Education welfare officers, Home schooling, Network NI, Monkstown Guidance centre, New Horizons, Clotworthy, Youth Action Partnership, Community Arts Partnership, Community organisations and various schools and leisure centres to help promote the opportunity, only 5 young apprentices have taken up the offer and are currently enjoying placements on the scheme.

Members were reminded that the Arts Council generously agreed to match the Council's investment, and projects have been allocated to each DEA in relation to the objectives set out in the Community Plan and then by the geographic delivery point of each project.

The Arts Council complimented the Council on promoting the Arts Apprenticeship Scheme, which they cited as such a progressive scheme, and

it was for this reason that there was continued promotion of the scheme through until December. The Arts Council were disappointed, however, understood the need to withdraw the scheme given the lack of take up and limited time until the end of the project.

The Arts Council had generously permitted the reallocation of £5,000 to the Village Artist in Residence Project. The remaining impact on the £122,640 DEA Arts Challenge Fund match funding is a total underspend of 19,141. Proposals from each of the DEAs to utilise this underspend was circulated for Members' consideration.

Following discussion, it was agreed to defer the schedule of alternative arts projects for Airport, Antrim, Glengormley Urban, Macedon and Dunsilly DEAs at a total cost of £19,141 to the next Council meeting.

Proposed by Alderman Cosgrove
Seconded by Councillor McGrath and agreed that

- (i) the schedule of projects for Threemilewater DEA be agreed at a total cost of £15,725;**
- (ii) an options appraisal/feasibility study for Gideon's Green be undertaken at cost of up to £5,513;**

ACTION BY: Alison Keenan, Community Planning Manager and Bernard Clarkson, Art Services Manager

Councillor Logue joined the meeting at this point

3.11 AC/MU/6 MID ANTRIM HERITAGE PARTNERSHIP REVIEW

Members were reminded that the Mid Antrim Heritage Partnership with Mid and East Antrim Borough Council was established for an initial 12-month period from April 2016 pending a review. The review on the work of the partnership was subsequently carried out in autumn 2016 and approved by the committee in December 2016.

The key recommendation of the review was that both councils continue to work in partnership without the continuation of formal partnerships arrangements and structures including the existence of a Heritage Advisory Panel, which ceased at the end March 2017.

Provision of £20,000 was retained in the 2018/19 Arts and Culture budgets for such partnership projects with a Review for 2017/18 and Action Plan for 2018/19 approved in February 2018.

A Review of the partnership for 2018/19 and the proposed Action Plan for 2019/20 was circulated for members' information with further provision of £20,000 made in the 2019/20 Arts and Culture estimates for the delivery of the action plan including the following projects, with indicative costs:

Led by Antrim and Newtownabbey Borough Council:

- Fiddle and Fife Project - Mid and East Antrim Museum & Heritage Service are currently running a project with the Fiddle and Fife Group to record and celebrate shared music traditions in the period 1940 – 1970. It is proposed to extend this project through the Partnership to the Antrim and Newtownabbey area and to feature significant players from the Borough. The intention would be to tie in with local establishments that feature traditional music to bring this to a wider audience, including tourists.
£10,000
- Service Contract renewal for Kids n Castles mobile application (1 year)
£1,250
- Churchyard trails transferred onto a digital interactive map platform to expand public access to the publication and exhibition produced in 2018/19 £8,750 Led by Mid and East Antrim Borough Council
- Exploring Your Roots exhibition update for tour in 2020/21 £10,500
- Decade of Centenaries 1919-22 performances and workshops on main socio-political issues of this period to include script development; rehearsal, performance, associated workshop learning resources £9,000
- Antrim and Carrickfergus Churchyard Trails exhibition transfer to The Braid to tie in with Exploring Your Roots exhibition March – June 2020 £500

The Action Plan has been screened and an Equality Impact Assessment is not recommended. Rural Proofing has also been completed with both forms circulated for Members' information.

Proposed by Councillor Brett

Seconded by Alderman Girvan and agreed that

the 2018/19 Review of the Mid Antrim Heritage Partnership and 2019/20 Action Plan, including planned expenditure, be approved.

ACTION BY: Samantha Curry, Culture and Heritage Manager

3.12 CP/GEN/030 COMMUNITY FESTIVALS FUND GRANT AID RECOMMENDATIONS 2019/20

Members were advised that the closing date for receipt of applications under the Community Festivals Fund for 2019/20 was 14 December 2018. To support applications to this grant aid programme, officers delivered 4 grant workshops and offered one-to-one support to any interested groups.

Members were reminded that a pass threshold of 50% applies to applications to the Community Festivals Fund and that groups are not required to demonstrate match funding however where a group evidences match funding this is reflected in the scoring. Members should also note that

proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

The total budget available for the 2019/20 Community Festivals Fund is £79,600 as provided for in the estimates, of which £29,600 (similar to the amount awarded in 2018/19) is expected from the Department for Communities (DFC) under its Community Festivals Programme for 2019/20 and the remaining £50,000 from the Council . Notification of the 2019/20 award from DFC is expected in March 2019. A further report will be brought to Members at this stage.

In total 23 applications were received and assessed by a panel of Officers, a full list of all the applications received and the scores awarded were circulated for Members' information. The total amount requested from all 23 applications is £108,498.04 with £107,873 deemed to be eligible expenditure; 15 applications successfully achieved the required 50% threshold and have been allocated a total of £68,303 which leaves a balance of £11,297. The total amount requested by the 8 unsuccessful applications is £39,570. Members were asked to consider the following options around utilising the remaining budget and opening the Community Festivals Fund for a second call for the 8 unsuccessful groups if deemed appropriate.

Members were advised that any additional financial uplift considered, as per the options noted below, will be secured through departmental savings.

Option 1

Fund the 15 applications that achieved the 50% threshold at a total cost of £68,303

No second call

Balance £11,297 saving to the Council

Option 2

Fund the 15 applications that achieved the 50% threshold at a total cost of £68,303;

Open a second call, total budget required £39,570 to fund any of the groups achieving the 50% threshold at 100%; following assessment of the resubmitted application.

Allocate remaining budget of £11,297;

Additional amount required £28,273

The second call could open on 4 March 2019 with a closing date of 25 March 2019 and the outcome reported to the Council in April 2019.

Members were advised that Officers will arrange to meet with the unsuccessful groups in advance of the second call to provide feedback on their applications or to signpost them to other relevant funders.

The Director of Community Planning confirmed that those groups who hadn't met the 50% quality threshold would be given feedback before further submissions were made by those who were already in the process.

Proposed by Councillor Brett

Seconded by Councillor Montgomery and agreed that

Option 2 be progressed.

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

3.13 CP/GEN/031 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME RECOMMENDATIONS 2019/2020

Members were advised that the closing date for receipt of applications under the Community Development Grant Aid Programme for 2019/20 was 14 December 2018. To support applications to this grant aid programme, Officers delivered 4 grant workshops and offered one-to-one support to any interested groups.

Members were reminded that a pass threshold of 50% applies to applications to the Community Development Grant Aid Programme and that groups are not required to demonstrate match funding however where a group evidences match funding this would be reflected in the scoring.

In relation to insurance for programme/activities, successful applicants under Community Outreach and Involvement, Summer Schemes and Technical Assistance would also be entitled to financial assistance towards insurance cover up to a maximum of £500. Members are also advised that proposed awards are subject to the receipt of all relevant supporting documentation, or the offer of funding will be withdrawn.

The total budget available for the 2019/20 Community Development Grant Aid Programme is £180,000, as provided for in the estimates, of which £40,000 (similar to the amount awarded in 2018/19) is expected from the Department for Communities (DFC) under its Community Support Programme for 2019/20. Notification of the 2019/20 award is expected from DFC in March 2019 and will be reported to the Council in April.

In total 80 applications were received requesting a total of £200,974.29 and assessed by an Officer panel, a detailed summary of the applications and score sheets were circulated for Members' information. A breakdown of the different grant categories is also provided in the table below.

Summary of Community Development Grant Aid 2019/20				
Grant Stream	Number of Applications	Successful Applications (Scored 50% and above)	Total Requested	Total Awarded
Premises	30	26	£102,370.00	£88,660.00
CO&I (Including Additional Insurance)	30	24	£64,119.29	£49,302.66

Summer Scheme (Including Additional Insurance)	15	15	£25,040.00	£24,260.00
Technical Assistance	3	1	£8,480.00	£2,500.00
Small Grant - Activity and/or Insurance	2	1	£965.00	£465.00
Small Grant - Seeding and/or Insurance	0	0	£0.00	£0.00
Totals	80	67	£200,974.29	£165,187.66
Balance Remaining	n/a	n/a	n/a	£14,812.34

In total 67 applications successfully achieved the required 50% threshold and have requested a total of £165,187.66 which when subtracted from the total budget available of £180,000 leaves a balance of £14,812.34. The total amount requested from the 13 groups who failed to achieve the 50% threshold is £35,786.63. Members were asked to consider the following options to utilise the remaining budget and a second call for the 13 unsuccessful applications if deemed appropriate.

Members were advised that any additional financial uplift considered, as per the options noted below, will be secured through departmental savings.

Option 1

Fund the 67 applications that achieved the 50% threshold at a total cost of £165,187.66;

Make provision for 2019/20 Small Grants Programme £14,812.34;

No second call

Option 2

Fund the 67 applications that achieved the 50% threshold at a total cost of £165,187.66;

Make provision for 2019/20 Small Grants Programme £14,812.34;

Second call total budget required £35,786.63 to fund any of the groups achieving the 50% threshold at 100% following assessment of the resubmitted application.

Additional amount required- £35,786.63

The second call could open on 4 March 2019 with a closing date of 25 March 2019.

As in previous years Officers will arrange to meet with any unsuccessful groups to provide feedback on their applications and to signpost to other relevant funders.

Members were reminded of the decision taken in January 2019 to increase the annual grants under the Service Management Agreement, to Monkstown Community Association and Rathfern Community Regeneration Group, from £3,500 (equivalent to the Community Development Premises Grant) to £5,000 to reflect increases in operational costs of running the relevant centres. These increased costs apply similarly to groups applying for the Premises Grants as

part of the Community Development Grant Aid Programme. Consideration may be given to increase the maximum amount of the Premises Grant to £5,000, applicable from 1 April 2020, in line with the Service Management Agreements.

Proposed by Councillor Brett
Seconded by Councillor Clarke and agreed that

- i. **the Premises Grant be increased to £5,000 from 1 April 2020.**
- ii **Option 2 be progressed.**

ACTION BY: Elaine Manson, Community Services & Tackling Deprivation Manager/Jonathan Henderson, Community Services Officer

ITEMS FOR INFORMATION

3.14 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-30 NOVEMBER 2018

BUILDING REGULATIONS

The following submissions under Regulation 9, 10, 11, 12, 13 & 14 of the Building Regulations (Northern Ireland) 2012 (as amended) were received.

Applications Received

Full Plans – 38
Building Notices – 186
Regularisation Certificates – 148

Full Plans

Approvals – 38
Rejected applications requiring resubmissions – 46

Commencements & Completions

Commencements – 306
Completions - 263

Inspections - A total of 1017 Site Inspections were carried out.

Regularisation Certificate - 74 Regularisation Certificates issued.

Building Notice- 99 Completion Certificates issued

Property Certificates Received – 250

Energy Performance of Building Regulations

Energy Performance Certificate's checked – 1 & 100% compliance
Display Energy Certificate's checked – 20 & 65% compliance

Income

Plan Fees Received for Month	£13766.33
Inspection Fees Invoiced for Month	£62365.88
Building Notice Fees Received for Month	£15624.00
Regularisation Fees Received for Month	£2937.60
Property Certificate Fees Received for Month	<u>£15600.00</u>
TOTAL	£110293.81

**Projected Annual
Income
£662,234**

**Year to Date Actual
Income
£717,667**

Postal Numbering & Development Naming

Numbers of official postal numbers issued – 23
Number of new developments named - 1

LPS Partnership

Commercial Vacancies – 60 (Commercial vacancy tranche received on 15/11/2017).
Property details surveys completed 52

Proposed by Alderman Barr
Seconded by Councillor Brett and agreed that

the report be noted.

NO ACTION

3.15 CP/GR/088 HOLOCAUST MEMORIAL DAY 2019

Members were advised of the work through the District Council Good Relations Programme to commemorate Holocaust Memorial Day (HMD) on 27 January each year. The theme for HMD 2019 was 'Torn from Home'. Members were reminded of the report to Community Planning and Regeneration Committee on 8 October 2018 in respect of the activities already undertaken in the build up to HMD 2019. These events included a presentation from Eric Eugene Murangwa MBE, a survivor of the genocide in Rwanda, at the Theatre at the Mill as well as school groups from the Borough attending events at the Synagogue in Belfast as well as the Holocaust display at HMP Magilligan.

A report on 12 November 2018 outlined the activities planned for January 2019 to commemorate HMD. These events were as follows:

15 January 2019 – Community visit to HMP Magilligan Holocaust Display

This event did not go ahead due to a lack of interest from the Community. No costs were incurred.

22 January 2019 – Schools Film Programme

This event was attended by pupils from Edmund Rice College, with 16 in attendance. Since the event, schools which had initially declared an interest in attending have been contacted to ascertain why they did not support this event in larger numbers with exams, transport issues and teacher's industrial action being provided as reasons. Feedback from those in attendance was 100% positive.

24 & 25 January 2019 – Film Screening

Two Holocaust themed films screenings took place as follows:

- 24 January 2019, Sarah's Key, Old Courthouse, Antrim - 50 attended this event.
- 25 January 2019, Denial, Courtyard Theatre, Newtownabbey – 34 attended this event.

Attendance at these events was higher than similar screenings in previous years.

The Torn From Home Windows

As part of the Peace IV Programme strand "Building Positive Relations", two stained glass windows were created by the Institute for Conflict Resolution as a joint initiative involving community groups from Antrim and Newtownabbey Borough and Lisburn and Castlereagh Borough. Contributors from Antrim and Newtownabbey Borough include business people, the Community Relations Forum, Reach Rathcoole, Ballycarry Residents, Dalariada and congregants from St Bernard's and St Gerard's Parish churches. The window incorporates a number of images which reflect the 'Torn from Home' theme. The window was on display in the Theatre at the Mill from 22 – 25 January.

Proposed by Councillor Brett
Seconded by Alderman Barr and agreed that

the report be noted.

NO ACTION

3.16 AC/GEN/021 ACCESS AND INCLUSION PROGRAMME

Members were reminded that it was agreed by the Committee in January to submit an application to the Department for Community's Access and Inclusion Programme 2018/19 for the replacement of the two entrance doors at the Old Courthouse Theatre, and that an Accessibility Audit be carried out at the main facilities within the Arts and Culture Section at an estimated cost to the Council of around £5,600. Given the tight year-end spend deadline it was also agreed to delegate procurement decisions to the officers.

Members were advised that a Letter of Offer has now been received from the Department for the full amount and officers are progressing the project in order to have the works completed by the deadline of 31 March 2019.

Proposed by Alderman Girvan
Seconded by Councillor Greer and agreed that

the report be noted.

NO ACTION

The Chairperson advised that the undernoted supplementary item would be taken at this point.

3.25 AC/GEN/45 ANTRIM LIVE

Members were reminded that Council's transferred carparks are managed by a regional contract through the Department for Infrastructure. Council is required to inform the Department of any non-parking use or closure in order that their contractor can be informed to avoid issuing parking tickets for agreed closure periods.

Members were also reminded that the arts and culture festival 'Antrim Live' is being held from Friday 5 to Sunday 7 April 2019 in the Town Centre. A funfair is included within the planned programme of activities and the top end of the central car park closest to Market Square has been identified as the preferred location for this attraction so it is close to the market being held in the square and the other activities focused around Castle Mall, The Old Courthouse and Antrim Castle Gardens. In order to facilitate this event this area would need to be cordoned off and closed for car-parking.

This closure will have no impact on income as the facility is not charged. Advance notice will be posted on the site to inform normal users in advance of the planned dates. The dates required are Thursday 4 April – Mon 8 April 2019 (to include set up and dismantling).

The Head of Parks, who has responsibility for Council car parks, had advised that this car park operates with 40% capacity and the closed area is within this limit so he anticipates no adverse impact upon capacity required for town centre business and the event. Similar car park closures had taken place in the past to facilitate events such as Christmas switch on and the Street Velodrome with no detrimental impact.

Proposed by Councillor Montgomery
Seconded by Councillor Lynch and agreed that

approval be given for temporary closure of Central Carpark on Thursday 4 April until Mon 8 April 2019 (inclusive) to facilitate a funfair as part of Antrim Live.

ACTION BY: Ursula Fay Head of Arts and Culture/Ivor McMullan, Head of Parks

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Councillor Montgomery and agreed that

the following Committee business be taken In Confidence.

3.17 IN CONFIDENCE FI/PRO/TEN/256 TENDER FOR PUBLIC TOILETS REFURBISHMENT WORKS IN THE ANTRIM AND NEWTOWNABBEY BOROUGH AREA

Members were reminded that in December 2017 the Council approved an indicative budget of £[REDACTED] primarily to repair structural issues and improve the accessibility of the public toilets at Hazelbank, Randalstown, Cammoney West Cemetery and Rashee Cemetery.

The overall capital budget for works to public conveniences in 2018/2019 was £[REDACTED] with works at Wallace Park utilising £[REDACTED] of capital expenditure and £[REDACTED] (£[REDACTED] less £[REDACTED] of DEA funding) for works to Toome toilets. There is residual capital funding of £[REDACTED] in 2018/2019 and a further £[REDACTED] of capital funding allocated for public conveniences in 2019/20.

During the design and specification stage it was identified that additional works were required for the following reasons:

- Additional works required internally (replacement of studwork walls with solid walls) to make the toilets more robust and resistant to damage and vandalism.
- Additional sanitary ware required in some locations due to further vandalism
- The damp at one location was more substantial than was originally evident and requires more invasive repair
- The specification of automatic doors at one location was reviewed to ensure resilience.

Two tenders were opened via eTendersNI on 18 January 2019 and were referred to the evaluation panel for assessment.

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, previous relevant experience, and declarations and form of tender. One tender failed to meet the requirements of this stage and did not proceed further in the process. The remaining tender met the requirements of Stage 1 and proceeded to Stage 2. The tender was evaluated as follows:

STAGE 2 – AWARD STAGE

Sub-Stage 1 - Quality Assessment

The tender was evaluated on the basis of service delivery proposals (100%). Agreed quality thresholds were established in order to ensure a high level of service delivery is achieved by the successful tenderers.

Service Provider	Total % Quality Score	Meet the agreed quality thresholds
JPM Contracts Ltd	100%	Pass

Sub-Stage 3 - Commercial Assessment

The remaining tender proceeded to be evaluated on the basis of Cost (100%) as follows:

Service Provider	Total % Cost Score	Total Tendered Cost (excl. VAT)	Contingency	Total Cost (excl. VAT)
JPM Contracts Ltd	100%	£[REDACTED]	£[REDACTED]	£[REDACTED]

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

The predicted project cost based on the current lowest tender is £[REDACTED] which is £[REDACTED] above the approved indicative budget of £[REDACTED] due to the inclusion of the additional works identified above.

COST SUMMARY

The current approved budget is:

Total Tendered Cost

Contingency Total

Total Predicted Project Cost

£ [REDACTED]

£ [REDACTED]

£ [REDACTED]

£ [REDACTED]

The predicted project cost based on the current lowest tender is £[REDACTED] above the approved budget, there is provision for the additional budget requirement from the capital funding in 2018/2019 and 2019/2020. The predicted project cost includes the contingency total of £[REDACTED]. Council Officers will authorise the expenditure of this sum during the contract, should it be required.

The Director of Community Planning agreed to bring an update report on the toilet block in the main Car Park in Antrim to a future meeting.

Proposed by Councillor Brett

Seconded by Councillor Montgomery and agreed that

- i. **The tender for the full scope of works from JPM Contracts Ltd at the total cost of £[REDACTED] (excl. VAT) be approved.**
- ii. **The revised Total Estimated Budget for the works of £[REDACTED] be approved**

ACTION BY: Nick Harkness, Director of Community Planning/Graham Reid, Senior Assets Officer

3.18 IN CONFIDENCE FI/PRO/TEN/9 LOT 2 TENDER FOR THE PROVISION OF CATERING SERVICES AT ANTRIM CIVIC CENTRE

CONTRACT PERIOD: 1 APRIL 2016 TO 31 MARCH 2019 (WITH AN OPTION, BY THE COUNCIL, TO EXTEND FOR A FURTHER 2 PERIODS OF 12 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Operations Committee meeting held on 1 February 2016, the contract for the provision of catering services at Antrim Civic Centre was awarded to Manns Café Bar.

There are no significant contract management issues regarding service performance under the terms of the contract.

As market conditions are broadly similar, it is recommended that the option to extend be exercised and that the contract be extended for a further period of 12 months to 31 March 2020. A further review will be performed at that date.

Proposed by Councillor Brett
Seconded by Alderman Girvan and agreed that

the contract with Manns Café Bar be extended for a further 12 months until 31 March 2020.

ACTION BY: Julia Clarke, Procurement Officer

3.19 IN CONFIDENCE FI/PRO/TEN/9 LOT 1 TENDER FOR THE PROVISION OF CATERING SERVICES AT ANTRIM CASTLE GARDENS

CONTRACT PERIOD: 1 APRIL 2016 TO 31 MARCH 2019 (WITH AN OPTION, BY THE COUNCIL, TO EXTEND FOR A FURTHER 2 PERIODS OF 12 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Operations Committee meeting held on 1 February 2016, the contract for the provision of catering services at Antrim Castle Gardens was awarded to Big Occasions Ltd.

There are no significant contract management issues regarding service performance under the terms of the contract.

As market conditions are broadly similar, it is recommended that the option to extend be exercised and that the contract be extended for a further period

In summary the updated legal opinion advises that:

- [REDACTED]
[REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Head of Legal Services is engaged with the Department of the Communities (DfC) to establish its level of acceptance of/agreement with this option before giving Members final advice on the legal advantages and risks associated with the range of possible management options. [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED].

CAPITAL WORKS

Members were reminded that in September 2017, the Council approved to enter into a Delivery Agreement with PERFECT CIRCLE JV LTD. through SCAPE Group Ltd framework and approved estimated total fees of £[REDACTED] for the delivery of the crematorium scheme. The fee was based on a construction cost of £[REDACTED] for the main building, site works and crematorium equipment but excluding the Memorial Garden and Columbarium.

It was further approved to progress the scheme up to Reserved Matters Application stage for the main building, site works and cremator.

Reserved Matters approval was received on 24th August 2018 and is valid until 23rd August 2020. A key condition imposed from the initial Outline Planning Permission stated that: 'no site clearance, including tree, scrub and hedge removal, shall take place between 1st March and 31st August.

Reason: To protect breeding birds'

In order to eliminate the risk of the Reserved Matters expiry, a material start of works on site will need to commence and be executed in compliance with the Planning Condition imposed.

Two options are available to address this:

1. Carry out the full works to deliver the crematorium scheme
2. Commence small scale Enabling Works

As the legal matters are currently unresolved, it is considered that undertaking the Enabling Works would be the most effective solution and least risk for the Council. These works would require a Certificate of Lawful Use or Development (CLUD) to be granted by the Planning section. The fee for this CLUD certificate is £2,500.

ENABLING WORKS

The estimated cost to complete the Enabling Works is £[REDACTED] and is included within the original construction budget. The Council's consultant PERFECT CIRCLE JV LTD. have submitted a fee of £[REDACTED] to deliver this separate works package, which will take approximately 3 months to complete. In order to have the site clearance completed by 29th February 2020, the latest date for commencement of these works will be December 2019. The programme required to achieve this is detailed later in the report.

UTILITIES

At present there is a low overhead electricity line which runs across the crematorium site. There is also an electricity pole situated centrally within the site and it would be advisable to remove all of this NIE infrastructure and relocate the supply underground. The cost to carry out this work has been estimated at £[REDACTED] and it should be carried out prior to the Enabling Works starting on site in December 2019.

MEMORIAL GARDEN AND COLUMBARIUM

The crematorium site occupies a site of 5.5Ha (13.6 acres), and can adequately accommodate an area for a Memorial Garden and Columbarium facility. This is an amenity commonly provided together with a crematorium and both facilities will complement each other. An indication of the location and proposed layout of the Memorial Garden was circulated, together with sample products for a Columbarium and ground vaults.

Development of the Memorial Garden and Columbarium will provide for the following:

1. 0.2Ha (0.5 acres) Memorial Garden and Columbarium with capacity of approximately 200 urns provided through a mix of vault designs.
2. Enhanced, high specification landscaped gardens with pergola , benching and paths

The estimated cost for the development of the Memorial Garden and Columbarium is £[REDACTED] plus fees of £[REDACTED].

To obtain the advantage of construction rates for a larger scheme and to ensure efficiency in procurement, it is considered that the delivery of the Memorial Garden and Columbarium are procured within the main construction contract for the crematorium and site works. This will also allow for the Memorial Garden to be complete in line with the programme for the main building and site works as detailed in the report.

In order to achieve this, it was now necessary to progress with the Planning Application for the Memorial Garden and Columbarium.

COST SUMMARY

In September 2017, the estimated works cost for the Main Building, site works and cremator equipment only, was £[REDACTED], excluding the Memorial Garden and Columbarium. Following further detailed design and development, the current construction cost is more accurately estimated at £[REDACTED]. This is based on October 2018 market rates and is in the range £[REDACTED] initially predicted.

The estimated works cost for the Memorial Garden and Columbarium as discussed earlier is £[REDACTED] plus fees of £[REDACTED].

The current total estimated cost for the full scheme (works and fees), based on current rates is detailed in the table below:

WORKS		
Main building and site works	£[REDACTED]	
Crematorium equipment	£[REDACTED]	
Enabling Works	£[REDACTED]	
NIE Statutory works	£[REDACTED]	
Utilities infrastructure works (gas)	£[REDACTED]	
		£[REDACTED]
Memorial Garden + Columbarium	£[REDACTED]	
		£[REDACTED]
TOTAL CONSTRUCTION WORKS:		£[REDACTED]
FEES (design, supervision, statutory)		
Main building + site works	£[REDACTED]	
Utilities connection charges NIW, NIE, gas, BT)	£[REDACTED]	
Enabling Works	£[REDACTED]	
Memorial Garden +Columbarium	£1 [REDACTED]	
TOTAL FEES:		£[REDACTED]
TOTAL BUDGET:		£[REDACTED]

The current estimated cost of £[REDACTED] is based on market rates in October 2018. This cost will be subject to further construction cost inflation dependent on the date of Initiation to Tender (ITT).

PROCUREMENT STRATEGY

The crematorium will be procured via the traditional procurement route. This is based on a Client engaged full detailed design and followed by competitive tenders for the works contract.

As detailed above to facilitate the Reserved Matters expiry date of August 2020 a small enabling works contract will be undertaken prior to main crematorium works contract to keep the planning approval live.

Within the main crematorium works contract, officers are undertaking an analysis to determine the best procurement route for the cremator. A further report will be brought to the Committee in due course.

UPDATED BUSINESS CASE

Once the recommended supplier is identified via the Council's procurement exercise, it will be necessary to update the Outline Business Case (OBC) to a Full Business Case (FBC) and so inform Members of the full financial implications of proceeding with the project. Completion of the procurement competition/s for the capital works will provide cost certainty in relation to the capital construction costs.

The updated legal advice will guide the Council to the most economically advantageous and legally compliant management solution. [REDACTED]

[REDACTED].

The narrowing management options, based on updated legal advice, the capital cost certainty emerging from the ITT exercise and the anticipated life cycle costs and income for the facility will all feed into the Full Business Case (FBC) and so inform Members of the full financial implications of proceeding with the project.

Based on the detailed business case work already completed by the consultants on the project to date there would be efficiencies to progressing the FBC as an extension to the original contract.

PROGRAMME

Enabling Works (planned)

The detailed programme for the Enabling Works, to eliminate the risk of Reserved Matters expiry, is detailed below:

Instruct the design team	March 2019
PQQ release	March 2019
PQQ evaluation	May 2019
ITT release	June 2019
ITT evaluation	August 2019
Council approval	September 2019
Contractor appointment	October 2019

Start on site	November 2019
Completion	February 2020

Main Crematorium/Memorial Garden Works (indicative)

The following is an indicative programme for the Main Building, site works, Enabling Works, crematorium equipment, Memorial Garden and Columbarium, assuming the legal matters are resolved by September 2019. In the interim it is proposed that the PQQ can progress immediately with ITT to progress once legal matters are clarified and agreed with the Department.

The key milestones for the main works contract are as follows:

OJEU PIN Notice	March 2019
Appoint Select List	October 2019
ITT release	October 2019
Contractor appointment	March 2020
Start on site	April 2020
Completion	May 2021

The Director of Community Planning gave a brief update on the latest status of this project and confirmed that the recommendations were in advance of a full business case which would reflect the changes since the initial proposal.

Proposed by Councillor Brett

Seconded by Councillor Lynch and agreed that

the Committee approves

- i. **progressing the removal of the overhead electricity line at the cost of £[REDACTED].**
- ii. **progressing the crematorium Enabling Works at the estimated cost of £[REDACTED].**
- iii. **progressing to submit a full Planning Application for the Memorial Garden and Columbarium with an estimated construction cost of £[REDACTED].**
- iv. **the revised total construction works cost of £[REDACTED] for the full scheme to include:**
 - **Main Building, site works, Enabling Works, crematorium equipment, Memorial Garden and Columbarium.**
- v. **the revised total professional service and statutory fee budget of £[REDACTED] for the design and supervision of:**
 - **Main Building, site works, Enabling Works, crematorium equipment, Memorial Garden and Columbarium.**
- vi. **Officers progress with the PQQ procurement stage following completion of the procurement strategy.**

- vii. **Officers to move to the ITT procurement stage for the Main building, site works, Enabling Works, crematorium equipment, Memorial Garden and Columbarium on completion of the legal matters.**
- viii. **the extension of the current consultant's appointment to complete the full business case for presentation to Members at investment decision stage.**

ACTION BY: Claire Minnis, Projects Development Manager

Councillor Ross returned to the Chamber.

3.21 IN CONFIDENCE FI/PRO/TEN/44 PROVISION OF MECHANICAL SERVICES TERM CONTRACT

CONTRACT PERIOD: 1 JULY 2016 TO 31 MARCH 2018 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER PERIOD OF 12 MONTHS IN 3 MONTH INCREMENTS, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Community Planning and Regeneration Committee meeting held on 12 February 2018, the extension for the above contract to 31 March 2019 was approved as per the framework detailed below.

- a) For contracts up to £2999.99 (excl. VAT) - Combined Facilities Management Limited
- b) For contracts between £3000.00 (excl. VAT) and £29999.00 (excl. VAT) quotations will be sought from the following four Contractors:
 - i. Combined Facilities Management Limited
 - ii. Devlin Mechanical Limited
 - iii. TMC Gas Services Limited
 - iv. CHC Group Limited

There are no significant contract management issues regarding service performance under the terms of the contract.

As the market conditions are broadly similar, it is recommended that the contract be extended for a further period of 3 months to 30 June 2019 to ensure service continuity while the procurement process is completed.

Proposed by Councillor Clarke
Seconded by Alderman Girvan and agreed that

the contract option for a further extension of 3 months to 30 June 2019 for the contracts above be implemented.

ACTION BY: Melissa Kenning, Procurement/Graham Reid, Senior Assets Officer

3.22 IN CONFIDENCE FI/PRO/TEN/46 PROVISION OF PLUMBING WORKS TERM CONTRACT

CONTRACT PERIOD: 16 MAY 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 Community Planning and Regeneration Committee meeting held on 12 February 2018, the extension for the above contract to 31 March 2019 was approved as per the framework detailed below.

- a) For contracts up to £2999.99 (excl. VAT) - JMC Mechanical & Construction Limited
- b) For contracts between £3000.00 (excl. VAT) and £29999.00 (excl. VAT) quotations will be sought from the following four Contractors:
 - i. JMC Mechanical & Construction Limited
 - ii. Precision
 - iii. Newline Mechanical Services Limited
 - iv. Source Air Conditioning (NI) Limited

There are no significant contract management issues regarding service performance under the terms of the contract.

As the market conditions are broadly similar, it is recommended that the contract be extended for a further period of 3 months to 30 June 2019 to ensure service continuity while the procurement process is completed.

Proposed by Councillor Montgomery
Seconded by Councillor Lynch and agreed that

the contract option for a further extension of 3 months to 30 June 2019 for the contracts above be implemented.

ACTION BY: Melissa Kenning, Procurement/Graham Reid, Senior Assets Officer

3.23 IN CONFIDENCE FI/PRO/TEN/180 MINOR WORKS AND BUILDING REPAIRS AT COUNCIL SITES IN THE ANTRIM AND NEWTOWNABBEY BOROUGH AREA

CONTRACT PERIOD: 1 APRIL 2018 TO 31 MARCH 2019 (WITH AN OPTION TO EXTEND FOR UP TO A MAXIMUM OF 12 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Members were reminded that at the Council meeting held on 12 March 2018, the following contractors were appointed to the framework for minor works and building repairs, for the initial contract period 1 April 2018 to 31 March 2019.

- a) For contracts up to £2999.99 (excl. VAT) – Prestige Building Contracts Ltd
- b) For contracts between £3000.00 (excl. VAT) and £29999.00 (excl. VAT)

quotations will be sought from the following four Contractors:

- i. Prestige Building Contract Ltd
- ii. Lenagh Construction
- iii. M Large Tree Services Ltd
- iv. Combined Facilities Management Ltd

There are no significant contract management issues regarding service performance under the terms of the contract.

As the market conditions are broadly similar, it is recommended that the contract be extended for a further period of 12 months to 31 March 2020.

Proposed by Councillor Montgomery
Seconded by Councillor Clarke and agreed that

the contract option for a further extension of 12 months to 31 March 2020 for the contracts above be implemented.

ACTION BY: Melissa Kenning, Procurement/Graham Reid, Senior Assets Officer

3.24 IN CONFIDENCE FI/PRO/TEN/43 PROVISION OF ELECTRICAL WORKS TERM CONTRACT

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

Members were reminded that at the Community Planning and Regeneration Committee meeting held on 12 February 2018, the extension for the above contract to 31 March 2019 was approved as per the framework detailed below.

- a) For contracts up to £2999.99 (excl. VAT) - WKK Electrical Services Limited
- b) For contracts between £3000.00 (excl. VAT) and £29999.00 (excl. VAT) quotations will be sought from the following four Contractors:
 - i. WKK Electrical Services Limited
 - ii. AJC Electrical
 - iii. Galaxy Facilities Management Limited
 - iv. JMC Mechanical and Construction Limited

There are no significant contract management issues regarding service performance under the terms of the contract.

As the market conditions are broadly similar, it is recommended that the contract be extended for a further period of 3 months to 30 June 2019 to ensure service continuity while the procurement process is completed.

Proposed by Councillor Brett
Seconded by Councillor Lynch and agreed that

the contract option for a further extension of 3 months to 30 June 2019 for the contracts above be implemented.

ACTION BY: Melissa Kenning, Procurement & Graham Reid, Senior Assets Officer

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Clarke
Seconded by Alderman Girvan and agreed that

the remainder of Committee business be taken in Open Session.

The Chairperson advised that audio-recording would recommence at this point.

4. ANY OTHER RELEVANT BUSINESS

There being no further committee business the Chairperson thanked everyone for their attendance and the meeting concluded at 7.41pm.

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.