



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON  
MONDAY 16 JANUARY 2017 AT 6.30 PM**

- In the Chair** : The Mayor Councillor J Scott/Councillor A Logue
- Committee Members Present** : Alderman W Ball and M Cosgrove  
Councillors - A Ball, J Blair, L Clarke, T Girvan, N Kells,  
N Kelly, R Lynch, P Michael, J Montgomery and V  
McWilliam
- Non Committee Members Present** : Councillors D Arthurs, T Beatty, M Girvan, N McClelland  
Councillor S Ross and W Webb
- Officers Present** : Director of Community Planning and Regeneration -  
M McAlister  
Director of Finance and Governance – C Archer  
Head of Property and Building Services - B Doonan  
Head of Economic Development - P Kelly  
Head of Capital Development - R Hillen  
Peace IV Co-ordinator, Connor O'Dornan,  
Media and Marketing Officer – A Doherty  
ICT Officer - A Cole  
Senior Admin Officer - S McAree

**THE MAYOR (COUNCILLOR J SCOTT) IN THE CHAIR**

**CHAIRMAN'S REMARKS**

The Chairman welcomed Members to the January meeting of the Community Planning & Regeneration Committee and reminded all present of the audio recording protocol.

## **1 APOLOGIES**

Councillor P Brett

Councillor Lynch had advised that she would be late.

## **2 DECLARATIONS OF INTEREST**

None

### **3.1 ED/ED/40 LOUGH NEAGH RESCUE**

Members were advised that correspondence had been received from Lough Neagh Rescue regarding funding for 2017/18 and 2018/19. The letter sets out what had been achieved by the charity and what its plans were over the next 2 years.

The charity currently receives £12,000 per annum towards its operational costs from the Council and following a review of the Corporate Financial Assistance Programme it had been agreed that a separate report would be presented on this funding support.

It was reported that provision of £12,000 had been made in the estimates for 2017/18, subject to the Committee's decision. Members were reminded that it was hoped that the new Gateway Centre development would commence over this period. Prior to the completion of the Centre, a new arrangement between the Council and charity would be required, as the group would then be accommodated within the Council's facility rather than its own property.

Proposed by Councillor Montgomery

Seconded by Councillor Kells and agreed that

- (a) provision of £12,000 remains in the 2017/18 estimates**
- (b) Officers present a future report on potential support arrangements when the Gateway Centre is complete.**

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

### **3.2 PBS/BC/3 STREET NAMING PROPOSAL**

It was reported that correspondence was received on 3 January 2017 from Jonathan McGrandle on behalf of John Greer, regarding the naming of a residential development at Tildarg Road South, Ballyclare.

The development is for four detached dwellings. The three development names and the developer's rationale have been submitted as outlined below with a site location map and site layout plan enclosed.

- 1 – Tildarg Brae
- 2 – Tildarg Knowe
- 3 – Tildarg Grange

Should the Committee not wish to select one of the above names, the matter will be referred back to the developer via the Building Control section for further consideration.

Proposed by Councillor Scott  
Seconded by Councillor Clarke and agreed that

**the name Tildarg Brae be selected for this development.**

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

### **3.3 PBS/BC/3 STREET NAMING PROPOSAL**

It was reported that correspondence was received on 3 January 2017 from Justin McClay on behalf of View Point Developments, regarding the naming of a residential development at Sealstown Road, Newtownabbey.

The development is for forty five units comprising semi – detached dwellings and townhouses. The three development names and the developer's rationale have been submitted as outlined below with a site location map / layout plan enclosed.

- 1 – Cottonmount: Site A - Cottonmount Place  
Site B - Cottonmount Drive
- 2 – Cotton Mill: Site A - Cotton Mill Place  
Site B - Cotton Mill Drive
- 3 – Mill Heights: Site A - Mill Heights Place  
Site B – Mill Heights Drive

Should the Committee not wish to select one of the above names, the matter will be referred back to the developer via the Building Control section for further consideration.

Proposed by Councillor Kells  
Seconded by Councillor Lynch and agreed that

**the names Cottonmount Place and Cottonmount Drive be selected for this development.**

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

### **3.4 ED/ED/71 ANTRIM TOWN DEVELOPMENT COMPANY - SMALL TO MEDIUM ANTRIM**

Members were reminded that Antrim Town Development Company (ATDC) was a not-for-profit organisation set up over 20 years ago to promote Antrim town centre working in partnership with legacy Antrim Borough Council. In June 2016 ATDC published its vision for the sustainable development of Antrim town, 'Small to Medium Antrim' containing 35 potential projects and wider proposals aimed at enhancing the image and profile of the town and its environs.

One of the potential projects, an extension to the existing boardwalk that runs along a stretch of the Sixmilewater River is currently the subject of a feasibility study funded through the Antrim DEA programme, and which should be available before the end of February. The Council is also considering improvements to signage in and around the town centre and to Antrim Castle Gardens which are included in the Small to Medium Antrim report.

Members might wish to note that Officers were in discussions with the Department for Communities about potential future public realm and shop front schemes for Antrim town.

Proposed by Councillor Kells

Seconded by Councillor Montgomery and agreed that

**the Council endorses the broad recommendations in Antrim Town Development Company's 'Small to Medium Antrim' report, and that any requests that come forward to support specific projects be subject to detailed consideration by Committee and to the availability of budgets.**

*Action by: Paul Kelly, Head of Economic Development.*

### **COUNCILLOR A LOGUE IN THE CHIAR**

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

Members were reminded that a Christmas Market took place for the first time in Glengormley from 3 -4 December 2016 at the Lillian Bland Community Park, funded through the Glengormley DEA and Town Team budgets. The budget for the Glengormley Christmas Market was £27,000 (£15,000 from DEA, £4,000 from Town Team plus £8,000 from Economic Development budget).

The market featured Christmas food and craft stalls including a number of local businesses. Free family entertainment was provided including face painting, arts & crafts and amusement rides. There was also a range of performances from local community organisations including Boys Brigade, choirs and dance groups.

It was reported that attendance was estimated at around 12,000 people over the 2 days.

The Council has received very positive feedback on the way the 2 day event was organised through emails, social media and letters. A survey was conducted over the 2 days with those attending – 67% were very satisfied with the event and 29% were satisfied. Almost 78% of those attending purchased something at the market and 100% of those attending said they would like to see a regular market in Glengormley, with 76% indicating they would like to see a monthly market. Suggestions for improvement in 2017 included additional food and drink stalls and locally produced food.

Other suggestions received to improve the event included:

- Extend opening times to include Friday night and opening later at the weekend
- Provide lights on trees along the central walkway
- A hot beverages stand to reduce queuing
- Identify sites for overflow car parking on the Carnmoney Road
- Offer food vendors at the band stand including a Hog Roast
- Improved ventilation in marquees
- Introduce local craft beverages
- Encourage new business start-ups to participate
- Introduce 'Glengormley's Got Talent' event
- Involve local schools in drawing competitions

It was reported that officers would also consider the potential to generate income towards the costs of operating the market. Overall, the feedback indicated that Lillian Bland was an ideal venue for a market in Glengormley.

Proposed by Councillor Blair

Seconded by Councillor Montgomery and agreed that

**the report be noted, officers be commended on this excellent event and a further report be submitted to the Committee regarding future markets in Glengormley.**

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

### **3.6 CP/CD/116 WELFARE REFORM SUPPORT PROGRAMME**

Members were reminded that a proposal from Citizens Advice Antrim and Newtownabbey, outlining how additional Welfare Support funding from the Department for Communities (DFC) would be utilised through the Council's Community Support Programme, was approved at the Council meeting in December 2016.

Members were advised that correspondence had been received from Advice NI, the Independent Advice Network, outlining a further Welfare Reform Support Programme of Training targeted at front line advice providers not funded through the Council's Community Support Programme and others working with people affected by Welfare Reform.

The Programme, is funded by DFC. Sessions are free to eligible organisations/groups (including Elected Members) and can be delivered on a scheduled basis or bespoke sessions tailored for individual organisation/group needs. The Programme is available from January-June 2017.

Members were further advised that a Letter of Variance had been received from the Department for Communities (DFC), for Members' information, outlining additional Welfare Reform Support Programme Funding to be administered by the Council to frontline providers through the Community Support Programme. This was in addition to the sum of £44,769.76 for the Welfare Reform Readiness Programme and Welfare Reform Training for frontline advice providers approved by the Council in October 2016. This additional amount equated to £7296.00 for Antrim and Newtownabbey and was intended to enable frontline providers to secure support functions which would assist in the additional workload anticipated as a result of the Welfare Reform Programme.

Members were advised that if the Council wished to accept the additional funding this would increase the budget to deliver the Community Support Plan 2016/17 to £253, 620.26.

Officers have requested a detailed proposal from Citizens Advice Antrim and Newtownabbey outlining how this additional funding would be utilized. The details of this proposal will be reported at the Council meeting in January 2017.

Proposed by Councillor Kells  
Seconded by Councillor T Girvan and agreed that

- a) Members interested in availing of Welfare Reform Support training should contact the Community Services and Tackling Deprivation Manager**
- b) The Council accepts the Letter of Variance form DFC for the additional Welfare Reform Support Programme funding.**

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

### **3.7 L/P/BIO/1 SWIFT BRICKS**

Members were advised that Councillor Neil Kelly was appointed as the swift bricks champion of the Borough in April 2015. He had recently corresponded with the Director of Community Planning & Regeneration to propose that any new build the Council undertakes includes swift bricks in the design, where appropriate. An example of this provision is the Clothworthy House Refurbishment Scheme where swifts nested and were subsequently retained successfully, following the redevelopment.

General information regarding swift bricks was enclosed.

Members were further advised that following discussions with the Capital Development team it was considered that bio-diversity (incorporating swift bricks) could be included as part of the sustainability element of the assessment process for capital schemes going forward.

Proposed by Councillor Kelly  
Seconded by Councillor Blair and agreed that

**bio-diversity is included under the sustainability element of the assessment process for capital projects.**

ACTION BY: Reggie Hillen, Head of Economic Development

Alderman Cosgrove arrived during consideration of this item.

### **3.8 CP/CP/13 GREATER MONKSTOWN PLACE SHAPING**

Members were reminded of the pilot place shaping process undertaken in the Greater Monkstown area in 2016. This initiative was funded jointly by the Northern Ireland Housing Executive and the Council through the DEA funding programme.

Place NI and partners were commissioned to undertake the study and three reports were produced. The engagement report and findings report had previously been reported to Committee. These reports would inform the development of Community Planning in Monkstown and the Threemilewater DEA.

The third report examines a number of sites in the Greater Monkstown area (several of which are currently in public sector ownership) which are likely to be considered for development in the next 5 to 10 years. The report reflects the views of the local community and other stakeholders in regard to the potential for development on each site.

Further to recent discussions with Northern Ireland Housing Executive Officers, there is clear potential for joint working with them and with other Community Planning partners on any future development of these sites to ensure local needs are addressed.

Members were advised that the report provided recommendations for each site which could be taken into account in Local Development Planning, Community Planning and other areas of work within the Council.

Proposed by Alderman W Ball  
Seconded by Councillor Kells and agreed that

**the Council endorses the report and seeks to progress the recommendations in partnership with the NIHE and other agencies.**

ACTION BY: Alison Keenan, Community Planning Manager

### **3.9 CP/CP/38 COMMUNITY PLAN SCREENING DOCUMENTS**

Members were reminded that there was a statutory requirement to undertake a screening of each new policy or programme to establish whether an Equality Impact Assessment (EQIA) was required. In addition, it was also a requirement to screen the Community Plan in regard to the need for a Strategic Environmental Assessment and to undertake a rural proofing screening.

The equality screening document for the Community Plan was enclosed.

It concludes that, whilst the impact of the plan is significant for citizens of the Borough, the impact will be positive. It further concludes that the outcomes based nature of the plan in its current form means that it is not possible to identify any potential inequalities in a measureable way. The screening process concludes that a full equality impact assessment is not required for the Community Plan framework document but that additional screening will be required as action plans are developed.

The Strategic Environmental Assessment (SEA) screening was also enclosed. The screening concludes that a full SEA is not required as the Community Plan will not set a precedent for development. However, it highlights that future strategies or action plans which will facilitate delivery of the Community Plan, will be subject to screening and possible SEA in their own right. The screening document has been submitted to the Northern Ireland Environment Agency for consideration as required.

It was reported that the rural proofing document concluded that there was no identifiable negative impact on rural areas or citizens living there from the Community Plan but rather the aim of the plan was to positively impact on any identified inequalities between rural and urban areas.

Proposed by Councillor Kelly  
Seconded by Councillor Lynch and agreed that

**the screening reports and related considerations be approved.**

ACTION BY: Alison Keenan, Community Planning Manager

### **3.10 CP/CP/3 DEA FUNDING PROGRAMME AND PLACE SHAPING FORA**

Members were reminded of the workshop in December to review implementation of the DEA Funding Programme. Further to the workshop, a number of amendments or additions had been proposed by Elected Members. The full schedule of projects was enclosed with amendments highlighted for consideration and approval.



In order to further develop the connection between the DEA Funding Programme and the community planning process, it was proposed that the next meeting of the DEA Place Shaping Fora be held during the consultation period for the Community Plan.

Discussions at the meetings will inform both the Community Plan for each DEA and potentially the allocation of funding through the DEA funding programme in 2017/18. It was therefore proposed that the joint Place Shaping Fora meeting takes place on Thursday 9 February at 7.00pm in Mossley Mill.

It was also proposed that a Workshop be held with Members on Tuesday 21 February 2017 at 7.00pm to review and close the 2016/17 DEA Funding Programme and to develop a proposed schedule of projects for funding in 2017/18.

The proposed schedule will be brought to the Committee for consideration in March.

Proposed by Councillor Lynch

Seconded by Councillor Kells and agreed that

- a) The schedule of projects supported through the DEA Funding Programme 2016/17, including proposed amendments, be approved**
- b) A joint meeting of the Fora to include consultation on the Community Plan be held on 9 February 2017 at 7.00 pm in Mossley Mill**
- c) A workshop with Members be held on 21 February 2017 at 7.00pm in Mossley Mill.**

*ACTION BY: Alison Keenan, Community Planning Manager.*

### **3.11 CP/P4/1 PEACE IV PROGRAMME**

Members were reminded of the decision at the Community Planning and Regeneration Committee on 12 September 2016 to approve the Peace IV Local Action Plan for submission to the Special European Union Programmes Body (SEUPB). Following submission of the application to SEUPB on 14 September 2016 and an assessment process between October and November, correspondence was received from SEUPB on 24 November 2016 noting that the application had been successful and a full letter of offer would follow.

A formal letter of offer for £3,233,469 was received from SEUPB on 22 December 2016 for the Antrim and Newtownabbey Borough Council Peace IV Local Action Plan. The Council acceptance of the letter of offer is subject to approval by the Peace IV Partnership and completion of contract pre-conditions. The letter of offer will be presented to the Peace IV Partnership on 31 January 2017.

It was reported that the Action Plan had been equality screened. The recommendation was that a full Equality Impact Assessment was not required.

The Director provided a short presentation on the Peace IV Action plan and answered Members questions on various issues relating to the programme.

Proposed by Councillor Kells

Seconded by Alderman Cosgrove and agreed that

**a) The letter of offer for £3,233,469 be accepted subject to the Peace IV Partnership's approval and completion of contract pre-conditions**

**b) The equality screening document be approved.**

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

### **3.12 CD/PM/48 VOL 2 PARKHALL & ANTRIM GRAMMAR SCHOOL SHARED SPACE LEISURE PROVISION**

Members were reminded that the development of a 3G pitch was included as part of the overall Steeple site redevelopment. The scheme to be delivered as a partnership by Parkhall College, Antrim Grammar and the Council sought to provide quality 3G pitch provision for the pupils of the schools and the wider community through access to the pitch both within and outside the school hours

Provision of £2,000,000 was made in the 2016/17 estimates towards the overall Steeple site scheme valued at £6.7million excluding VAT, which included the sale of land for housing development to generate revenue for the total costs.

Due to the shared space nature of the 3G pitch project, Officers took the opportunity to include it within the Peace IV plan, which has subsequently been approved. The Scheme submitted includes additional features including installing floodlights on the recently created synthetic pitch at Parkhall College which will also operate on a shared basis and the potential to partially cover a MUGA to make it playable all year.

The projects costs are outlined as follows:-

Total	£1,610,000
Peace IV	£430,000
Council	£1,180,000

(land contributed by schools in each case)

Should Members wish to proceed with this shared space project as a Phase 1 of the Greater Steeple Site Scheme it is proposed that it would be financed as follows:-

£1,247,000	Capital Estimates 2016/17 (provision of £2,000,000 made)
£363,000	Sale of Fountain Hill site (completed)

Underpinning both schemes will be relevant legal agreements regarding management, maintenance, income etc., which would be reported to the Council in due course. A business case is currently being developed and the schools will be asked to produce detailed programming proposals for the shared space, in line with the Peace IV funding offered.

Proposed by Councillor Montgomery  
Seconded by Councillor Kells and agreed that

**the Shared Space Scheme as outlined be progressed as Phase 1 of the Greater Steeple Site Scheme.**

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

### **3.13 CE/OA/24 VOL 2 BALLYCLARE RELIEF ROAD**

Members were reminded that the Council wrote to the Finance Minister on 5 December 2016 to provide information on the Ballyclare Relief Road and a number of other key projects. This letter followed a visit by the Minister to Mossley Mill on the 1 December 2016. A response was subsequently received from the Minister and copies of both were enclosed for Members information.

In order to progress the Relief Road it was proposed that the Council now writes to the developer (the Neptune Group) referencing the anticipated stimulus package to be created by the NI Executive and proposing that the required economic appraisal be progressed on a 50/50 funding basis with the Council.

The anticipated cost of the appraisal is circa £[REDACTED] and appropriate Terms of Reference will now be developed.

Proposed by Councillor T Girvan  
Seconded by Councillor McWilliam and agreed that

**the Council writes to the developer referencing the anticipated stimulus package to be created by the NI Executive and proposing that the required economic appraisal be progressed on a 50/50 funding basis with the Council.**

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

### **3.14 CE/GEN/17 DISPOSAL OF LAND AT HIGHTOWN INDUSTRIAL ESTATE, NEWTOWNABBEY**

It was reported that correspondence had been enclosed from Land and Property Services (LPS) regarding the disposal of land at Hightown Industrial Estate, Newtownabbey currently owned by Invest NI.

This land may be of interest to the Council and Officers are investigating the options at present. The Director will provide a further update at the Committee.

LPS has agreed to extend the response deadline until 31 January 2017 to allow Council time to consider this matter.

Proposed by Councillor Kells  
Seconded by Councillor Blair and agreed that

**Land and Property Service be advised that the Council would have an interest in the land at Hightown Industrial Estate.**

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

### **3.15 BS/BC/2 BUILDING CONTROL MATTERS FOR THE PERIOD 1- 30 NOVEMBER 2016**

#### **Building Regulations**

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

#### **Applications**

Full Applications – 44 applications and 75 subsites

Building Notices – 113

Regularisation Certificate Applications – 41

#### **Recommendations**

Approvals – 42 Rejected – 64

#### **Regularisation Certificate**

49 Regularisation Certificates issued under Regulation 13 of the Building Regulations (Northern Ireland) 2012 (as amended).

#### **Building Notice**

104 Completion Certificates issued on Applications received under Building Notices.

#### **Inspections**

A total of 781 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

#### **Commencements and Completions**

238 Applications commenced and 224 Applications completed.

#### **Property Certificates**

A search was carried out for outstanding notices under Building Regulations, on 230 property enquiries from Solicitors.

#### **Income for NOVEMBER 2016**

Plan Fees Received for Month	£14487.25
Inspection Fees Invoiced for Month	£21272.54
Building Notice Fees Received for Month	£10072.00
Regularisation Fees Received for Month	£8568.00
	<u>£13860.00</u>

Property Certificate Fees Received for Month  
**TOTAL** £68259.79

Proposed by Councillor Kells  
Seconded by Councillor McWilliam and agreed that

**the report be noted.**

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

### **3.16 CP/GR/46 HOLOCAUST MEMORIAL DAY EVENTS**

Members were reminded that the Council organised an annual event to mark Holocaust Memorial Day, which was on 27 January 2017.

This year's theme is 'How can life go on? Officers are making preparations for this year's event which will include:

- An audience with [Kemal Pervanic, a survivor of the notorious Omarska concentration camp](#) in Bosnia. This will take place in Mossley Mill, Spinning Room, Newtownabbey on Friday 27 January at 7.00pm.
- A screening of the film 'Sophie's Choice' (Certificate 15). This will take place in the Old Courthouse, Antrim on Friday 27 January at 7.30pm.

It was reported that a promotional leaflet for the events would be circulated in early January and Members were invited to attend.

Proposed by Councillor McWilliam  
Seconded by Councillor Kells and agreed that

**the report be noted.**

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

### **3.17 CP/CP/5 DRAFT COMMUNITY PLAN – PUBLIC CONSULTATION**

Members were reminded of the Draft Community Plan framework which sets out the outcomes and indicators for Community Planning in the Borough for the period to 2030.

Further to a workshop with Community Planning partners in November and a meeting of the Partnership in early December, the framework had now been refined and developed for publication and consultation and was enclosed.

A 12 week consultation period will begin on Wednesday 18 January and will conclude on Wednesday 12 April. The draft community plan and supporting documents have been published on the Council website.

Due to the level of pre-consultation undertaken to inform development of the plan, it is intended that the consultation period will serve two purposes:

- To garner feedback on the outcomes and indicators in the plan.
- To explore and develop potential actions which will contribute to achieving the outcomes.

Comments on the draft plan can be made:

- By completion of an online questionnaire through the Council website.
- By completion of a hard copy questionnaire and returning it by post or email or by dropping it into a Council facility.
- By attending one of a series of workshops during the consultation period. (Details of dates, times and venues will follow.)

Members were requested to encourage wide engagement by groups and individuals in the consultation process. A visual summary booklet had been produced to illustrate the plan, copies of which were available from the Community Planning Manager or Marketing and PR section.

Proposed by Councillor Kells

Seconded by Councillor Kelly and agreed that

**the report be noted.**

ACTION BY: Alison Keenan, Community Planning Manager.

The Supplementary report was considered at this point

### **3.20 CP/CD/65 TRANSFER OF DUNANNEY CENTRE**

The Director of Community Planning and Regeneration informed Members that she had intended to provide an update on the Transfer of Dunanney Centre at the meeting

This update was not yet available and would be submitted to the Committee in due course.

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

#### **PROPOSAL TO PROCEED 'IN CONFIDENCE'**

Proposed by Councillor Kells

Seconded by Councillor McWilliam and agreed that

**the following Committee business be taken 'In Confidence'.**

The Chairman advised that audio-recording would cease at this point.

## **ITEMS IN CONFIDENCE**

### **3.18 FI/PRO/TEN/90 IN CONFIDENCE TENDER FOR BALLYEARL RECEPTION AND MAIN ENTRANCE REFURBISHMENT WORKS**

Antrim and Newtownabbey Borough Council at the Full Council meeting in July 2016 approved £268,000 (Incl. fees) for the refurbishment of the reception area and main entrance of Ballyearl Arts and Leisure Centre.

#### **PROCUREMENT**

Robert Logan Chartered Architects were appointed as design consultants for the scheme in September 2016.

For the works, the following fifteen firms returned completed Pre-Qualification Questionnaires (PQQs) on 21 October 2016 for inclusion on a select list of contractors. The completed PQQs were evaluated on a Pass/Fail basis using a criteria of general information, past performance, economic and financial standing and professional conduct, Health and Safety and Declarations. [REDACTED] did not meet the requirements in full and therefore did not proceed to the next stage of the evaluation. The remaining firms were scored on the basis of technical ability as follows:

<b>Contractor</b>	<b>Evaluated Score (0-5)</b>	<b>Invited to Submit Tenders</b>
[REDACTED]	4	Yes
[REDACTED]	4	Yes
[REDACTED]	4	Yes
[REDACTED]	4	Yes
[REDACTED]	4	Yes
William Rogers Construction Ltd	4	Yes
[REDACTED]	3	No
[REDACTED]	3	No
[REDACTED]	3	No
[REDACTED]	3	No
[REDACTED]	3	No
[REDACTED]	2	No
[REDACTED]	2	No
[REDACTED]	1	No

The 6 firms achieving the highest scores were invited to submit tenders for the project.

Tender Documents were issued to the 6 firms on 28 November and 4 submitted tenders by the closing date of 19 December 2016. The tenders were assessed on cost only as detailed below.

Contractor	Tendered Total of the Prices (exc. VAT)	Model Compensation Event Total*	Tender Assessment Total Price	Rank
William Rogers Construction Ltd	£254,542	£27,500	£282,042	1
				2
				3
				4

*\*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.*

### **TENDER ANALYSIS**

The tender from William Rodgers Construction Ltd (WRC) has been checked and no arithmetical error found.

WRC has confirmed that all items of work specified in the price list have been accounted for.

### **FOR CONSIDERATION**

The predicted project out turn cost based on the current lowest tender is £29,117.00 (10.8%) above the approved budget.

Two options are proposed for consideration.

- A) Additional monies in the sum of £29,117 be approved to complete the full scope of the works.
- B) Reduction be made to the scope of the works. The works can be broken into three main elements as follows:
  - Internal refurbishment of the reception area
  - External hard landscaping to the entrance
  - External cladding to the entrance

It is proposed that no change in scope be made to the internal refurbishment and external hard landscaping. If the external cladding to the main entrance area is omitted (Option B) this will provide savings of £33,076 on the lowest tender.

It is considered that the external cladding to the entrance will compliment the proposed new hard landscaping to the facility. The louvered cladding will screen off the existing fire escape and will also incorporate new signage. This will enhance the overall image of the entrance. If the cladding is omitted the building elevation will be the existing rendered wall which will require regular painting. Drawings enclosed in Appendix 1 show the existing and proposed changes to the entrance of the building and reception area. It is proposed by Officers that no reduction is made to the scope of works.

### **COST SUMMARY**



The current approved budget is £268,000.

**Option A (full scope of works)**

Tendered Total of the Prices	£254,542
Model Compensation Event Total	<u>£ 27,500</u>
Tender Assessment Total Price	£282,042
Professional fees	£15,075
<b>Total Predicted Project Cost</b>	<b>£ 297,117 (+10.8% above approved budget)</b>

The predicted project cost based on the current lowest tender is £29,117.00 above the approved budget. This additional sum can be absorbed within the existing Leisure capital budget.

**Option B reduced scope of works)**

Tendered Total of the Prices	£ 254,542
Model Compensation Event Total	<u>£ 27,500</u>
Tender Assessment Total Price	£ 282,042
Omit external cladding	£ 33,076
Revised Tender Assessment Total Price	£ 248,966
Professional fees	£ 15,075
<b>Total Predicted Project Cost</b>	<b>£ 264,041 (-1.5% below approved budget)</b>

**PROGRAMME**

It is envisaged that work will commence in February 2017 and be completed by May 2017.

Proposed by Alderman Cosgrove

Seconded by Councillor Kells and agreed that

- a) **Option A, the tendered sum of £254,542 (excl Vat) to complete the full scope of works from William Rodgers Construction Ltd be approved giving a tendered assessment total of £282,042.**
- b) **The total estimated budget for the works and professional fees of £297,117 be approved.**

*ACTION BY: Sharon Logue, Procurement Manager*

**3.19 TQ/780 IN CONFIDENCE CONTRACT FOR THE SUPPLY, INSTALLATION AND SERVICING OF HYGIENE SERVICES PRODUCTS**

**FI/PRO/TEN/19 IN CONFIDENCE CONTRACT FOR THE PROVISION OF POWER WASHING AND GRAFFITI REMOVAL SERVICES**

Members were advised that the above contracts with (1) Personnel Hygiene Services Limited and (2) Keep It Clean are due to expire on 31 January 2017 (with an option to extend for a further year to 31 January 2018 and two periods of one year up to 31 January 2019 respectively.)

Proposed by Councillor Montgomery  
Seconded by Councillor Kells and agreed that

**the contracts be extended for a further period of 12 months to 31 January 2018 at the tendered rates.**

*ACTION BY Sharon Logue, Procurement Manager.*

Following discussion the Director of Community Planning and Regeneration undertook to submit a further report, including a draft policy, with regard to the removal of graffiti, for consideration by the Committee.

The Director also undertook to include the current cost to the Council for removal of graffiti and the role undertaken by the PSNI regarding this issue.

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

#### **PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'**

Proposed by Councillor Webb  
Seconded by Councillor McWilliam and agreed that

**any remaining Committee business be taken in Open Session.**

The Chairman advised that audio-recording would re-commence at this point.

There being no further business the meeting ended at 8.00pm.

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