



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
MOSSLEY MILL ON TUESDAY 27 AUGUST 2019 AT 6.30 PM**

- In the Chair** : The Mayor (Alderman J Smyth)
- Members Present** : Aldermen – F Agnew, P Brett, T Campbell,
M Cosgrove, M Girvan, T Hogg and J McGrath
Councillors – J Archibald, A Bennington, L Clarke, M Cooper,
H Cushinan, P Dunlop, G Finlay, R Foster, S Flanagan,
J Gilmour, M Goodman, P Hamill, N Kelly, R Kinnear, A Logue,
M Magill, P Michael, J Montgomery, V McAuley,
N McClelland, D McCullough, T McGrann, V McWilliam,
S Ross, M Stewart, L Smyth, R Swann, B Webb and R Wilson
- In Attendance** : Fiona Douglas, Regional Development Manager, Northern
Ireland Local Government Association (NILGA)
- Officers Present** : Chief Executive – J Dixon
Deputy Chief Executive – M McAlister
Director of Organisation Development – A McCooke
Director of Operations – G Girvan
Director of Finance and Governance – S Cole
Director of Community Planning – N Harkness
Head of Legal Services & Borough Lawyer – P Casey
Head of Economic Development – C McCabrey
ICT Officer – J Higginson
Media and Marketing Officer – A Erwin
Human Resources Manager - J Simpson Organisation
Development Officer - F Gunning
Member Services Officer – S Boyd
Member Services Manager – V Lisk

1 BIBLE READING, PRAYER AND WELCOME

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

The meeting opened with a Bible reading and prayer by Reverend Jack Moore, and a minute's silence was held as a mark of respect for former Newtownabbey Alliance Party Councillor, Deputy Mayor and Freeman of the

Borough, Mr James Rooney, MBE, who had passed away recently.

Councillors Cushinan, Goodman, Kelly, Kinnear, Logue, McAuley and McGrann joined the meeting at this point.

MAYOR'S REMARKS

The Mayor congratulated both Randalstown and Antrim on their successes in Britain in Bloom and wished them well for the final in October. He also congratulated those involved in the Council-supported ISPF Handa World Invitational Golf Tournament, especially Stephanie Meadows from Jordanstown who won the ladies' tournament, and Monkstown Boxing Club on receiving the prestigious Queens Award for Voluntary Service, paying tribute to their hard work in achieving this Award.

The Mayor advised that the Shoreline Festival, including the "Showman is Coming" with Peter Corry and an open water swim Triathlon, had been an enormous success and he hoped that the weather would be equally kind for the forthcoming Spinning Yarns event.

The Mayor reminded Members that the Red Ensign would be raised at Antrim Civic Centre on Tuesday, 3 September, at 10 am, to mark Merchant Navy Day.

2 APOLOGIES

Aldermen – D Kinahan and T Burns
Councillor – R Lynch

3 DECLARATIONS OF INTEREST

None

Councillor Finlay joined the meeting.

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Campbell
Seconded by Councillor Montgomery and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 29 July 2019 be taken as read and signed as correct.

NO ACTION

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

Moved by Alderman Brett
Seconded by Councillor Magill and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 19 August 2019, Part 1 be approved and adopted, with the exception of Item 3.7 Kells Solar Farm, the decision for which was changed as follows:

that a request be made to the Department to appear before and be heard by the Planning Appeals Commission, subject to legal advice.

ACTION BY: John Linden, Head of Planning

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

Moved by Alderman Brett
Seconded by Councillor Magill and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 19 August 2019, Part 2 be taken as read and signed as correct.

NO ACTION

ITEMS FOR DECISION

6.1 G/MSMO/007 VOL 5 PRESENTATION BY NI LOCAL GOVERNMENT ASSOCIATION

The Mayor welcomed Fiona Douglas, Regional Development Manager, NI Local Government Association to the meeting. Ms Douglas conferred upon the Council the Charter Level 2 Award and congratulated the Council and Officers involved on achieving this highly acclaimed Award.

The Mayor thanked Ms Douglas and the Steering Group, and passed on his best wishes to Mr McCallan, who was unable to attend.

6.2 TO APPROVE THE SEALING OF DOCUMENTS

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

- Form of Agreement – Lilian Bland Play Parks Refurbishment Works

Moved by Alderman Hogg
Seconded by Councillor Foster and

RESOLVED - that the document be signed and sealed.

ACTION BY: Deirdre Nelson, Paralegal

6.3 CE/GEN/004 Vol 2 CORRESPONDENCE FROM DEPARTMENT FOR INFRASTRUCTURE

Members were advised that correspondence had been received from the Department for Infrastructure asking for Members' comments regarding proposed Traffic Calming measures in Castle Avenue, Randalstown.

A copy of the letter and proposal was circulated for Members' information.

Moved by Councillor Finlay
Seconded by Councillor Clarke and

RESOLVED – that the Department be asked to guarantee and monitor the effectiveness of the traffic calming measures implemented.

ACTION BY: Deirdre Nelson, Paralegal.

6.4 G/MSMO/21 NATIONAL ASSOCIATION OF COUNCILLORS UK – CONFERENCE

Members were advised that correspondence had been received from the National Association of Councillors UK (circulated) advising that the Community Hubs and Community Engagement Conference will take place from 13-15 September 2019 in the Hallmark Hotel, Carlisle. The delegate fee for the Conference is £350 plus VAT and accommodation is available at the conference hotel at £60 plus VAT per night. Return flights from Belfast International Airport to Newcastle Airport are in the region of £130 and approximate return travel to the hotel is £140 by taxi or £35 by train.

Members were advised that this conference is not usually attended.

Moved by Alderman Brett
Seconded by Councillor Webb and

RESOLVED – that the report be noted.

NO ACTION

6.5 G/LEG/291-1 SOCIETY LOTTERY RENEWAL APPLICATION

Members were advised that an application from Aldergrove/Crumlin Apostolic Society to hold a Society Lottery at St. Joseph's School, Crumlin on the 27 October 2019 had been received. The proceeds of the lottery would go to aid people in the third world.

Members were further advised that the application met all statutory requirements and PSNI had no objections.

Moved by Councillor Logue
Seconded by Councillor McAuley and

RESOLVED - that Members approve issuing a licence for the lottery for Aldergrove and Crumlin Apostolic Society.

ACTION BY: Deirdre Nelson, Paralegal

6.6 CCS/EDP/012 LOCAL GOVERNMENT, EQUALITY & DIVERSITY GROUP

Members were reminded that the Equality and Diversity Group within Local Government serves to prioritise and influence equality and diversity initiatives across the sector.

The Group seeks to bring together the equality and diversity practices across the sector and in so doing, seeks to integrate the priorities of the Group with the ongoing work of individual councils.

The circulated (Appendix 1) Draft Strategy document had been developed to guide the work of the Equality and Diversity Group in the longer term, and to focus on the action plan for 2019-2021. It was developed following consultation with members of the Equality and Diversity Group, the groups which the members represent, and other stakeholders.

Members were advised that a consultation exercise was ongoing in relation to the Draft Strategy and the circulated questionnaire (Appendix 2) had been completed in response to this.

Moved by Alderman Girvan
Seconded by Councillor McClelland and

RESOLVED - that the Consultation response be approved.

ACTION BY: Andrea McCooke, Director of Organisation Development

6.7 PBS/BC/0003 STREET NAMING AMENDMENT

Members were reminded that Council agreed in February 2019 on the development name of Hansons Hall, Templepatrick Road, Ballyclare. In order to simplify the postal numbering process it was proposed to use suffixes such as Drive, Gardens, Mews, etc. Initially the development is for 35 dwellings, however this may increase due to future proposed plans.

Moved by Councillor Hamill
Seconded by Councillor Archibald and

RESOLVED - that Council gives approval to Council Officers to use appropriate suffixes in consultation with the developer

ACTION BY: William Richmond, Principal Building Officer

6.8 PBS/BC/0003 STREET NAMING – CHURCH WAY

Members were advised that an application was received on 16 July 2019 from Steven Stewart on behalf of Valleyside Construction, regarding the naming of a residential development at Church Way, Glengormley. The development consists of 9 units, these being a mixture of detached and semi-detached dwellings. The development names had been submitted as outlined below, with the developer's rationale, a site location map and site plan circulated.

- 1 – Church Mews
- 2 – Church Gate
- 3 – Church Lane

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

Moved by Councillor Bennington
Seconded by Councillor McGrath and

RESOLVED - that the name Church Mews be selected for this development.

ACTION BY: William Richmond, Principal Building Control Officer

6.9 PBS/BC/0003 STREET NAMING – BALLYHENRY ROAD

Members were advised that an application was received on 25 July 2019 from Dermot McCloskey on behalf of Belvedere Homes (NI) Ltd, regarding the naming of a residential development at Ballyhenry Road, Glengormley. The development consists of 24 units, these being a mixture of detached and semi-detached dwellings. The development names had been submitted as outlined below, with the developer's rationale, a site location map and site plan circulated.

- 1 – Blackwater Gate
- 2 – Blackwater Lane
- 3 – Blackwater Avenue

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

Moved by Councillor McClelland
Seconded by Councillor Goodman and

RESOLVED - that this matter be referred back to the developer.

ACTION BY: William Richmond, Principal Building Control Officer

6.10 PBS/BC/0003 STREET NAMING – PARKGATE ROAD

Members were advised that an application was received on 7 August 2019, from Vaughan Homes regarding the naming of a residential development at Parkgate Road, Parkgate. The development consists of 13 units, these being a mixture of detached and semi-detached. The development names along with the developer's rationale had been submitted as outlined below, with the developer's application, location map and site plan circulated.

- 1 **St Saviours Gate** - 'St Saviour was the name of a racehorse owned by Lady Langtry who has strong ties to Parkgate. The horse was stabled in Parkgate and was named after the church where Lady Langtry's father was a rector'
- 2 **St Saviours Lane** – Rationale as above
- 3 **St Saviours Place** – Rationale as above

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

Moved by Councillor Clarke
Seconded by Councillor Wilson and

RESOLVED - that the name St Saviours Gate be selected for this development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

6.11 PBS/BC/0003 STREET NAMING – RANDALSTOWN ROAD, ANTRIM

Members were advised that an application was received on 22 July 2019 from Norman Kerr on behalf of DKNL Properties Ltd, regarding the naming of Business Units at Randalstown Road Antrim. The development consists of 6 Business units. The development names had been submitted as outlined below, with the developer's rationale, a site location map and site plan circulated.

- 1 Massereene Business Park
- 2 Castle Business Park

Mr Kerr did propose a third option, Junction Business Park, however a neighbouring development already exists with the name Junction One Business Units, therefore this option was not deemed suitable. Mr Kerr was contacted to afford him the opportunity to provide an alternative proposal, however he was content to proceed with the options above.

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

Moved by Councillor Dunlop
Seconded by Councillor Montgomery and

RESOLVED - that the name Massereene Business Park be selected for this development.

ACTION BY: William Richmond, Principal Building Control Officer

6.12 CS/MK/172 INSTITUTE OF PUBLIC RELATIONS NORTHERN IRELAND PRIDE AWARDS 2019

Members were advised that the Council has been shortlisted for four awards in the Chartered Institute of Public Relations (CIPR) PRide Awards 2019.

These Awards recognise outstanding work in public relations across the United Kingdom in the public and private sectors. Recognition in the PRide awards identifies organisations as an industry leader in their area/sector.

The four award categories are:

- Best Event category - Dr Jonathan Rea MBE Freedom of the Borough in the
- Best Use of Social Media category - #iRecycleRight campaign
- Best Use of Content category - #iRecycleRight campaign
- Best Use of Influencer Relations category - #iRecycleRight campaign

Category winners would be announced at the Awards Dinner which takes place on Friday 18 October 2019 at the Culloden Estate and Spa.

The cost options to attend the Awards Dinner are:

- Table of 10 = £1073 + VAT
- Table of 12 = £1243 + VAT
- Individual tickets = £113 + VAT

Moved by Councillor Hamill
Seconded by Councillor Webb and

RESOLVED - that the Mayor and Chair of the Policy & Governance Committee, or their nominees, attend along with 2 officers.

ACTION BY: Joanne Heasley, Media and Marketing Officer

6.13 ED/ED/140 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES

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

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership
ED/REG/002/VOL2	21 March 2019	Ballyclare Town Team

Moved by Councillor McWilliam
Seconded by Alderman Girvan and

RESOLVED - that the Town Team Meeting Minutes as listed be approved.

ACTION BY: Kim Murray, Business Support

6.14 ED/ED/159 SISTER CITIES STUDENT EXCHANGE PROGRAMME 2020

Members were reminded that two students from Antrim and Newtownabbey, Kelsie Skelly and Cathal Morgan took part in the 2019 Student Exchange Programme along with Mackenzie Goldman and Lindsey Giles from our Sister City, Gilbert in Arizona.

The Sister Cities Student Exchange Programme is a cross-community programme that aims to provide four students, two from Antrim and Newtownabbey and two from Gilbert, Arizona with an opportunity to develop an understanding of a different country, its culture and people through a family living experience. The programme lasts approximately six weeks with half the time spent in Gilbert and half in Antrim and Newtownabbey. As part of the programme, students are required to take part in a volunteering opportunity. This year's students volunteered with The Grange Women's Group in Ballyclare and at a local summer scheme. Ahead of the exchange, students were provided with an information and resource pack including complimentary Council leisure passes.

On 4th July 2019 the American students and their host families, the Mayor, Members and past participants, attended a BBQ at Antrim Castle Gardens to welcome the American students to the Borough.

As part of an overall evaluation of the programme feedback was gathered from this year's students and past participants. This feedback (circulated) highlighted positive and long lasting benefits in terms of participant confidence levels alongside access to education and/or employment opportunities thus providing a lasting legacy for the young people.

Officers were currently planning the 2020 Sister Cities Student Exchange Programme. It was intended to commence advertising of the programme to schools and youth organisations in Autumn 2019 with the selection process taking place in early 2020. Provision had been made within the 2019/20 Economic Development budget.

Moved by Councillor McWilliam
Seconded by Councillor Finlay and

RESOLVED - that

(a) a Student Exchange Programme with Gilbert, Arizona for the summer of 2020 for which £5,000 provision exists within the Economic Development budget be approved;

(b) that Officers begin the marketing and selection process for the Antrim and Newtownabbey 2020 Sister Cities Student Exchange Programme.

ACTION BY: Carly Long, Economic Development Project Officer

6.15 CP/CD/281 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2019/20 – SMALL GRANTS FUNDING RECOMMENDATIONS

Members were reminded of the Small Grants Programme which was agreed by the Council in October 2014 as part of the new Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme.

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members were advised that groups who apply for a small grant are not permitted to apply for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2019/20 financial year.

To be successful in securing a small grant groups applying must score a minimum of 50% in their application assessment and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

During the months of July and August, two applications totalling £1,000 were received and assessed by Officers as outlined below.

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded	Notes
Listening Ear	Small Seeding Grant for insurance costs and telephone costs	53%	£500	£500	

St James, Aldergrove GAC submitted a Small Activity Grant requesting support of £500 for equipment, advertising and catering for a community fundamentals programme. As this is a sports based programme the organisation have been advised that it cannot be funded under Community Development Grant Aid. They have indicated that they may submit a further application for a different programme, from their community strategy.

The total budget available for Small Grants for the 2019/20 financial year was £14,812.34. The total amount of financial assistance awarded to date, including the above applications, was £8,000, leaving a balance of £6,812.34 to fund future applications that may be submitted to the Council during the remainder of the year.

Moved by Councillor McClelland
Seconded by Councillor Logue and

RESOLVED - that the Small Grant award recommendations be approved.

ACTION BY: Kerry Brady, Community Support & Governance Officer

6.16 CP/CD/289 DUNANNEY CENTRE – NEW TENANT

Members were reminded that the legal transfer of the Dunanney Centre was completed on 28 February 2018 and the Council previously approved the rental of office space at a cost of £104 per square metre per annum on 26 February 2018 and agreed that this rate would be applicable to other future tenants.

All tenancy agreements were subject to review after 6 months and could be terminated by either the tenant or the Council at this stage.

A request had been received from Domus Home Care Ltd, who provide support services to care workers, for rent of a small office, namely, room 22 within Dunanney, initially for a 1 year tenancy agreement. Members were reminded that room 22 is available for rent as Newtownabbey Arts and Cultural Network vacated it on 31 March 2019.

The office area is 13.60 square metres and the annual rental would be £1,414.40 per annum. All vacant offices within the Centre were advertised on the Council's website and social media pages.

The Director of Community Planning agreed to circulate information on the current capacity within the Dunanney Centre to Members.

Moved by Councillor Hamill
Seconded by Councillor McCullough and

RESOLVED - that a tenancy agreement with Domus Home Care Ltd with an annual rent of £1,414.20 per annum be approved, subject to review to August 2020 and that Officers make contact with the company to offer Economic Development assistance.

ACTION BY: David Jordan, Community Facilities Officer/Colin McCabrey, Head of Economic Development

6.17 CP/CD/289 DUNANNEY CENTRE - LIFT ACCESS OPTIONS APPRAISAL

Members were reminded that, in March 2016, the Rathcoole Churches Community Group, sought interest from the Council regarding the gifting of the Dunanney Centre, Rathcoole. Following a procurement exercise, Lorraine McCourt Consulting was appointed and undertook a review of the Centre which was presented to the Council 30 August 2016, where the Council approved to accept the 'the gift' of the Centre. Following a legal process, the Council took ownership of the Dunanney Centre in February 2018.

Members were also reminded that in January 2019 Council approved, the commissioning of a business case to explore current and future community need, assets and programme mapping, models of excellence, in order to produce a report with a number of design concept options for the Dunanney Centre. This is being carried out collaboratively with Council's Capital team in order to produce a report, which outlines community need and future demands, twinned a number of capital options. Members were advised that Venturei had been appointed to undertake this piece of work. To date they had completed an extensive desktop exercise, to analyse available statistics, policy and programmes. GIS mapping had been completed.

Since the approval to proceed with the business case, feedback had been obtained indicating that the lift within the Centre is at the end of its economic life. A recent incident saw users trapped in the lift for approximately 40 minutes. Given the serious and immediate nature of this Council approved an economic appraisal for a new lift at an estimated cost of £24,500. Following a procurement process the exact cost of £29,995 has now been established. Members considered approving an additional amount of £5,495 for the replacement of the lift in the Dunanney Centre.

The ongoing safe and DDA compliant use of the Dunanney Centre relies on access to a reliable lift to the first floor. Even if the business case was to recommend a rebuild option, this project would not be beginning for a number of years and in the intervening period the Centre needs to continue to operate safely. If necessary the lift could be reused in any new build, should Members decide on such an option.

Moved by Councillor Foster
Seconded by Councillor Hamill and

RESOLVED – that an additional amount of £5,495 towards the total cost of the replacement of the existing lift in the Dunanney Centre at a cost of £29,995 be approved.

ACTION BY: Louise Moore, Head of Community Planning & Bronagh Doonan, Head of Property Services and Building Control

6.18 CE/GEN/017 DISPOSAL OF LAND AT TAYLORSTOWN ROAD, BALLYMENA

Correspondence was circulated from Department for Communities (DfC) regarding the disposal of land at Taylorstown Road, Ballymena currently owned by the NIHE. Members were advised that Officers had reviewed this land and no need had been identified.

Moved by Councillor Cushinan
Seconded by Councillor Clarke and

RESOLVED - that the Council does not express an interest in this land.

6.19 AC/EV/017 ENCHANTED WINTER GARDEN 2019

Members were reminded that it was agreed at the Council meeting in July 2019 to accept a sponsorship proposal of £15,000 from Power NI to be used for the Enchanted Winter Garden 2019 event. It was also agreed by the Community Planning and Regeneration Committee in April 2019 to deliver the event in 2019 at a net cost of £46,000.

Officers had considered how best to use this additional income to support the event and propose the following options for consideration:

- Option 1** Set aside the whole amount as a contingency income, which reduces the risk of overspend should the income projections, which have determined the net cost of the event not be realised.
- Option 2** Use £10,000 to provide additional music and street theatre performance throughout the event, which in 2018 proved very popular with visitors and contributed to increased animation of the event, visitor engagement and an enhanced magical atmosphere at the event. The remaining £5,000 to be set aside as a contingency as above.
- Option 3** Use £10,000 to create a bespoke structure for Santa's Grotto and to hire professional performers to deliver the Santa experience having relied on theatre school participants in the past to deliver this event element at low cost. The remaining £5,000 set aside as contingency.
- Option 4** Invest £5,000 for enhanced music and street theatre, £5,000 for the Santa experience and use £5,000 for additional marketing, (including television) to grow the event audience and potentially reduce the net cost through increased ticket sales.

Councillor Bennington requested details on income and expenditure for previous years.

Moved by Councillor Kelly
Seconded by Councillor Webb and

RESOLVED - that Option 4 be approved as follows:-

Invest £5,000 for enhanced music and street theatre, £5,000 for the Santa experience and use £5,000 for additional marketing, (including television) to grow the event audience and potentially reduce the net cost through increased ticket sales.

ACTION BY: Ursula Fay, Head of Arts and Culture

6.20 CP/CD/313 GRANGE NEIGHBOURHOOD RENEWAL ACTION PLAN 2019/20 AND AMENDED LETTER OF OFFER

The Grange Neighbourhood Renewal Partnership was formally established in April 2006, under funding from the Department for Communities (DfC). This is

an inter-sectoral partnership, tasked with driving the delivery of the neighbourhood renewal strategy in Grange (Ballyclare North and South). Members were reminded that Department for Communities have provided financial assistance towards the delivery of Grange Neighbourhood Renewal 2019/20 of £41,260.92.

The strategic priorities for Neighbourhood Renewal had been identified as:

- Community renewal – to develop confident communities that are able and committed to improving the quality of life in their areas.
- Economic renewal – to develop economic activity in the most deprived neighbourhoods and connect them to the wider urban economy;
- Social renewal – to improve social conditions for the people who live in the most deprived neighbourhoods through better coordinated public services and the creation of safer environments;
- Physical renewal – to help create attractive, safe, sustainable environments in the most deprived neighbourhoods.

The Grange Neighbourhood Renewal Partnership had agreed an updated Action Plan 2019/20 at their partnership meeting held on 24 July 2019 and this was circulated for Members' consideration.

Members were also reminded that the Letter of Offer from DFC to the value of £41,260.92 was approved at Council on 24 June 2019, a copy was circulated. Subsequent to this, DfC had amended the targets from the original Letter of Offer dated 29 March 2019. The change in targets was to allow other data to be gathered to reflect the variety of work the partnership undertakes, such as supporting groups, seeking funding and developing projects. A copy of the amended Letter of Offer dated 25 June 2019 was circulated for Members' consideration. Members noted there was no change to the financial assistance offered.

Moved by Alderman Girvan
Seconded by Councillor Archibald and

RESOLVED - that

- the 2019/20 Grange Neighbourhood Renewal Action Plan be approved;**
- the amended Letter of Offer for Grange Neighbourhood Renewal Community Development Project be accepted.**

ACTION BY: Karin McKinty, Neighbourhood Renewal Co-ordinator

Councillor Hamill left the Chamber during the next item.

6.21 ED/ED/070 ECONOMIC DEVELOPMENT STRATEGY

Strategic Context and Priorities

Members were reminded that the draft Economic and Tourism Strategies were approved 'in principle' in November 2018. Officers had subsequently

been implementing a number of priority actions as agreed by the Council. Both strategies had been screened under the Council's Equality Policy and Rural Needs Impact Assessment and copies of the screening forms were circulated. The strategies had also been screened in line with the Council's Data Protection Impact Assessment and no issues had been identified.

At the outset, it is important to set both these strategies in the wider context. Both had taken account of the strategic direction being set at a Northern Ireland level and had clearly identified the priority actions required to 'position' Antrim and Newtownabbey in this regard. The strategies would facilitate a range of unique investment opportunities that are important over the life of both documents including the Belfast Region City Deal and the development of key tourist attractions. Both strategies sit within the framework of the Council's Corporate, Community and Local Development Plans with a particular focus on the pillar 'A Place of Prosperity'.

The Economic Development Strategy and Local Development Plan forecast the creation of 4,000 additional jobs by 2030 from a base of 67,000 jobs currently in existence in the Borough. In optimum economic conditions it was suggested that this could increase to 8,000 bringing the total jobs to 75,000.

Previous engagements with the Economic Think Tank, GROW South Antrim and the Tourism Forum had supported the strategic identification of where Council should direct resources and work collaboratively with partners to effect change. These areas are:

1. Attract investment to our key employment sites through increased promotion and participation in investor engagement events;
2. Advance our International efforts;
3. Improve connectivity, accessibility and infrastructure at our key employment sites by working with key partners and accessing funding eg Project Stratum, Glider, etc.
4. Address the skills deficit across the Borough through innovative initiatives in partnership with local employers;
5. Address the educational attainment levels of our young people to ensure that there are 'viable' options for all when they leave school;
6. Grow our tourism offer in the Borough by working closely with our attraction and accommodation providers and encourage the development of new attractions and experiences;
7. Work strategically with key partners to progress our key growth sectors including Advanced Manufacturing, transport and logistics;
8. Support our rural economy and communities through the Rural Development programme and other relevant initiatives;
9. Promote business start-ups, expansion and the development of social enterprises;
10. Provide modern, flexible, affordable, accessible workspace;
11. Support and promote vibrant and flourishing town centres.

Due to the importance of the economy as a driver to improve the overall performance and quality of life across the Borough, a departmental restructure took place in 2018 which saw the creation of the Economic

Development and Planning Department, to maximise the synergies between these strands of work and the associated teams, to ensure the maximum outputs can be achieved for businesses and investors. As a direct result, the Chief Executive and Director positively engage regularly with investors interested in locating to the Borough and existing businesses wishing to expand and/or relocate.

Ensuring an efficient and effective planning service is vital to securing such new investment and this has been evidenced by the results achieved over the last four years. The Planning Committee has determined a series of major planning applications which have led to the development of key employment locations with a number still in the pipeline and due to come forward over the next 6 to 12 months. These schemes would deliver a significant rates return to the Borough and generate new employment opportunities.

The restructure of the Department included the appointment of a new Head of Economic Development, Colin McCabrey, in February 2019, who had previously worked in Belfast City Council. Colin will now have overall responsibility for the management of the Economic Development function. Since taking up the post Colin had established a referral system between the Economic Development and Planning Sections to ensure that businesses engaging with either service will seamlessly be linked in with the other.

To drive new investment opportunities for the Borough, a further position was also created titled Strategic Business Investment & Engagement Officer which has been filled by Craig Mullan since February 2018. Craig has been centrally involved in the Council's international activities and attracting new investment to key sites in the Borough including attendance at MIPIM 2019 and organisation of the outward trade visit to Gilbert in November 2018.

To supplement the team and provide a greater focus on tourism product development a Strategic Visitor Experience Officer position was agreed by the Council and recruitment has commenced. This Officer when appointed would be centrally involved with new visitor attractions including The Gateway, HBO Game of Thrones project, the growing hotel and hospitality sectors and the development of new offers and facilities for domestic and international visitors.

Key Investment Opportunities

Over the next 12 months a package would be developed to promote key investment sites across the Borough. This will seek to promote the unique opportunities on offer at each location and build on the success achieved to date. The existing and planned investment in Global Point is indicative of the results achieved through the co-ordinated efforts of Council staff and Invest NI. In addition to RLC on-site, planning permission has also been granted for Martin contracts and a number of major investments are now well advanced. It is forecast that these investments will exceed £300 million and deliver over 200 jobs.

Economic Development Budget and External Funding

The 19/20 Council Economic Development Budget is £1,715,271. A breakdown of the current commitment of £1,643,425 was circulated as Appendix 1.

This budget leverages significant financial resource from the European funded programmes including Rural Development/GROW (total programme allocation of £2,140,000) and European Regional Development Fund (ERDF) Jobs & Growth Programme (total ERDF allocation of €1,179,227 with project match funding of a further 20% each to be met by Council and Invest NI. It also demands a significant resource of the existing team for the planning, management and delivery of the initiatives.

ERDF – EU Investment for Growth & Jobs Programme - Local Economic Development Measure 2014-2020

The committed budget allocation under this programme to date for ANBC for ERDF is £388,644, plus committed match-funding of £259,096 from Invest NI and Council. This combined budget funds the Northern Ireland Business Start Up Programme (NIBSUP), Optimal and Small Business Procurement Programmes across the Borough.

Estimated ERDF allocation remaining for ANBC is £600,401. To draw upon this allocation Officers are required to submit applications to Invest NI by December 2019. Match funding to a total value of £400,628 from Council and Invest NI would be required.

It was proposed that applications be submitted for a next tier Optimal Programme with a sector specific focus, ie on growth sectors in our Borough as well as continuation of the NIBSUP. Subject to positive appraisals these could utilise a further £315,900 of our ERDF allocation resulting in a remaining unused allocation of £284,500. Invest NI are closing for applications on 31 December 2019 with a final date for payment of all activity of 31 March 2023 and 30 June 2023 for claim submission so that the programme can be closed in December 2023.

These Programmes have levered significant funds into the Borough and delivered important outcomes for the economy discussed later in this report.

Rural Development Programme – GROW

GROW South Antrim Limited delivers funding under Priority 6 of the Northern Ireland Rural Development Programme 2014–2020, which is part funded by the Department of Agriculture, Environment & Rural Affairs (DAERA) and the European Union. GROW had been allocated £2.14m of project funding over the programme period and had allocated its funding under the schemes as follows:

Scheme	Budget	% of budget
1. Rural Business Investment	£1,387,502	64.8%
2. Basic Services	£289,498	13.5%
3. Village Renewal	£313,000	14.6%
4. Co-operation projects	£150,000	7.1%
TOTAL	£2.14m	100.0%

Members were advised that funding must be committed by 31 December 2019, with projects completing and drawing down funding during 2020.

Overall achievements to date

Since the following programmes commenced the following outcomes had been achieved.

Optimal programme	101 businesses supported with 30 jobs created
Go For It	304 business plans resulting in 187 jobs
Social enterprise programme	15 new and existing social enterprises supported
ESF projects	91 jobs to date
GROW	40 jobs to date

Results this year to date

ASK	20 businesses supported to date
LEAN	56 attendees at 4 workshops

Outcomes - Economic Development and Planning

A conservative analysis of recent major planning approvals for housing and commercial development by the Council demonstrated the benefits of linking the Economic Development and Planning functions through total investments of £58.6M creating 375 jobs and generating £800,000 of rates income for the Council.

Economic Development Action Plan

The role of the Council's Economic Development Services is to lead economic and tourism growth to improve the lives of our residents.

Officers proposed a more centralised marketing message to businesses which is service-led rather than project-led. The purpose behind a refreshed marketing campaign is to encourage more 'business friendly' collaborative engagement between the Council and business at an early stage.

A summary of the annual economic development budget was circulated as Appendix 1 for Members' information. The budget summarised the range of initiatives and programmes being implemented across the following thematic areas:

1. Investment friendly, building upon our welcome to indigenous expansion and Foreign Direct Investment (FDI);

- Global Economic Connections, building trade and civic relations internationally;
- 2. Infrastructure
- 3. Skills for careers and maximising educational attainment;
- 4. Championing Tourism;
Events and Festivals;
Caravan Parks;
- 5. Rural Development;
- 6. Business start-up, helping our entrepreneurs get started;
- 7. Business Development, offering support to existing businesses and
Workspace
Development;
- 8. Town Centre Regeneration.

Further detail on the 8 thematic areas is provided as follows:

1. Investment Friendly and Global Economic Connections

The Council will provide an engagement service for businesses of scale post-planning. This will provide support from the Council and our stakeholders towards facilitating career fairs, skills academies, help with local supply chain, local marketing or local community integration centred on the development opportunity. To drive new investment opportunities for the Borough, the Council will also be increasing its International activities including links with Gilbert and the establishment of relations with China.

Together with local businesses the Council will participate at the Sichuan International Travel Expo, Leshan, China - September 2019; UK China Regional Leaders Summit - Spring 2020 in East Midlands; Gilbert Inward Trade Visit - Spring 2020; MIPIM, Cannes - March 2020; New York New Belfast Conference – June 2020; Expo 2020 Dubai, Outward Trade visit to Gilbert Nov 2020. Travel arrangements will be made in-line with Invest NI. Costs for this aspect of the strategy will be funded through income generated by the Council via rental to the private sector and therefore there will be no cost to the Ratepayer.

2. Infrastructure

Continuous development of infrastructure is a key aspect of investment attraction and the Council will continue to support the rollout of fibre projects and solutions to areas of poor infrastructure, primarily in rural areas. This will be complementary to the work being undertaken relating to the Local Development Plan. To inform this an agents and developer forum will be initiated to help identify key barriers to unlocking commercial opportunity sites across the Borough. A key aspect of this development will be the Council's intervention in the marketing and promotion of key investment messaging and particular sites across the Borough in partnership with Invest NI. The Council will also seek to maximise access to key employment locations by supporting the expansion of Glider into the Borough and developing innovative solutions to transport barriers including the use of community transport where appropriate.

3. Skills for Careers and Maximising Educational Attainment

An Employability and Skills workshop was hosted with key stakeholders on 7 June 2019 to inform pilot projects to tackle local pockets of economic inactivity. Through our increasing links with the private sector we will promote positive role models in schools and promote under-represented careers. Within the 'skills for careers' service area we will work with the tourism and hospitality sector to promote skills development and careers. We will also continue to promote jobs on offer across the borough through our Facebook Jobs Page and liaise with both government agencies and private businesses to deliver Jobs Fairs as required. At the heart of the City Deal proposition is the development of skills for the future labour market and the borough will benefit from a suite of initiatives which will seek to target employment growth sectors.

4. Championing Tourism

To supplement the team and provide a greater focus on tourism product development a Strategic Visitor Experience Officer position was agreed by the Council late 2018 and recruitment has commenced. This Officer when appointed will be heavily engaged with the Gateway Centre, HBO Game of Thrones investment, the growing hotel and hospitality sector and the development of new opportunity offers and attractions for domestic and international visitors. We will promote the 'It's in our Nature' brand and continue to work with our strategic partners Lough Neagh Partnership, Visit Belfast and NI Tourism Alliance to promote our tourism assets.

5. Rural Development

The remaining budget under the Rural Development programme will be committed by December 2019 to projects which will improve the quality of life in rural areas through developing businesses, creating employment opportunities, regenerating rural villages and hamlets and providing access to basic services. Consideration was currently being given to a new Rural Development Programme to ensure continued support to rural areas and the Council will actively engage in this process with DAERA as well as seeking to access alternative funding sources, such as Tackling Rural Poverty and Social Isolation Programme.

6. Business Start-up

Business start-up is a statutory function of the Council and a priority area of focus. Continuation of the Go for It regional business start-up programme and the introduction of a local Go for It+ programme was proposed.

The current regional Go for It Programme is scheduled to continue until the end of March 2021. Officers across the region are collectively developing an application for ERDF funds to deliver a replacement programme through to December 2022. Antrim and Newtownabbey Borough Council has a statutory job target of 80 jobs to be created per annum. This is set by the Department of Economy and unfortunately, it only recognises and measures jobs created by Councils through the Go for It programme. To inform a future application to ERDF a review was undertaken on behalf of Councils by CAPAXO Ltd. The review recommended that Antrim and Newtownabbey's target under the Go for It Programme should increase by

25 jobs, from 80 to 105, however it was proposed to retain the original target with the remainder of the jobs generated through other programmes. As detailed earlier in this report Officers are developing a dashboard of performance incorporating measurement of all of the Council's Economic Development programmes and jobs will be a key performance indicator.

The Council's business growth activities are evolving, giving greater consideration to how corporate changes by the Council and local anchor institutions can indirectly develop and sustain Micro-businesses, Small to Medium Sized Enterprises and the third-sector through schemes such as buy-local and buy-social.

7. Business Development and Workspace

Ensuring that our businesses have exposure to the maximum number of trading opportunities possible is of key importance. Initiatives to improve their procurement capability, to promote their goods and services and to grow or diversify and export as appropriate is critical to future success and core to the Council's business support. Expert and dedicated mentoring through OPTIMAL, focussed networking and the development of an approach to Local Wealth Building will be promoted over the next 12 months with an associated marketing and awareness raising campaign.

The Council has experienced a significant interest in rental of office space at Mossley Mill and is aware that both Mallusk Enterprise Park and Antrim Enterprise Agency are operating at almost full occupancy on their sites. There is therefore a demand for both offices and 'grow on' workspace across the Borough and the Council will seek to co-invest with the relevant organisations and potential funders to meet this need.

As part of a comprehensive approach the opportunity to create a makerspace or co-working space at Mossley Mill is currently being explored and it is proposed that the potential for Building C (currently vacant) to be refurbished for offices/workspace should also be investigated. This provision will complement the investment proposals for Global Point. It was also proposed that the former PSNI station in Glengormley be used for this purpose and that the Council considers the purchase of other appropriate properties in the future.

A further report will be presented to a future meeting outlining how social enterprises including the Local Enterprise Agencies may be supported to deliver additional workspace as part of this comprehensive approach.

8. Town Centre Regeneration

To inform a five year regeneration plan it was proposed that a future report will be brought back to the Council concerning master-plans and frameworks for the Borough's towns and villages with a preferred approach to creating a prioritised implementation plan for improvement towards Central Government and private investment attraction.

The main priority town for Council investment will be Glengormley and it was proposed that it should be piloted as a SMART town. A Smart town uses different types of electronic Internet of things (IoT) sensors to collect data and then uses this data to manage assets and resources efficiently. This includes data collected from citizens, devices, and assets that is processed and analysed to monitor and manage traffic and transportation systems, power plants, water supply networks, waste management, crime detection, information systems, schools, libraries, hospitals, and other community services. Practical applications of SMART technology in Glengormley could also include Energy Efficient Buildings, minimising paper usage, green/electric travel pilots, etc. This SMART technology will be built into the forthcoming public realm scheme and shopfront improvements.

Resources and Governance

The staff complement for the section is approximately 13 staff. The table below shows the key work areas and posts for the section:

Economic & Rural Development	Tourism & Town Centre Regeneration	Product Development	Investment & Engagement Projects
<i>Emma Stubbs, Economic & Rural Development Manager</i>	<i>Karen Steele, Tourism, Town Centre and Regeneration Manager</i>	<i>Strategic Visitor Experience Officer</i>	<i>Craig Mullan, Strategic Business Engagement and Investment Officer</i>
6.6 FTE staff, of these 2.3 FTE GROW	3.81 FTE staff	1 FTE – recruitment commenced	1 FTE
Rural Development	Tourism Forum and related initiatives	Strategic Tourism projects including new attractions	Global Point, Airport, Nutts Corner, Antrim Technology Park and other key investment sites
Business Start and Business Development Digital ERDF programmes including Optimal, Go For IT, Small Business Procurement etc Skills & Employability ASK, LEAN, Facebook Jobs and Jobfairs etc Local Wealth Building	Town Centre Regeneration		Creation of network of makerspace/ workspace at key locations across the Borough in partnership with LEAs and private sector OPTIMAL Business Engagement
Social Enterprise Development	Festivals and Events		International Relations

Until the recent restructure, Economic Development activities were reported to the Community Planning & Regeneration Committee. Alongside the staff team, the input and direction of elected members will be vital to realising the objectives of the Economic and Tourism Strategies. Following the recent election, the Council has already agreed the remit of a number of Standing Committees of the Council and appointed Members to Positions of Responsibility using d'Hondt. Therefore it was proposed that a Strategic Economic Working Group be established comprised of a Member from each party and, given the importance of strategic engagement with external stakeholders, appropriate representation from the private sector and government departments and agencies. It was proposed that the Chairperson and Vice-Chairperson will be appointed by d'Hondt for the term of the Council.

The Working Group will consider strategic economic development and tourism matters and review the outcomes achieved through the investment made by the Council. The Working Group will report to the Council and provide updates to the Community Planning Partnership on strategic priorities.

Moved by Councillor Webb
Seconded by Councillor Goodman and

RESOLVED - that

- (a) the Action Plan and delivery approach for Economic Development and Tourism be approved;**
- (b) a Strategic Economic Working Group be established, nominations to be provided by Group Leaders.**

ACTION BY: Colin McCabrey, Head of Economic Development

6.22 EH/EHS/LR/015 CONSULTATION ON NEW MODEL LICENCE CONDITIONS FOR CARAVAN SITES

Members were advised that site licences are issued by local Councils for caravan sites under the Caravans Act (Northern Ireland) 1963. This currently controls the physical standards, layout, amenities and other standards within a caravan site. The Department for Infrastructure, under Section 5(7) of the Act can specify model conditions. The Council in deciding what, if any, conditions to attach to a site shall have regard to these model conditions. New Model Licence Conditions, circulated, had been developed by the Department for caravan sites and it was proposed that these will apply to all sites:

- Permanent residential
- Holiday
- Touring
- Traveller or Roma

Further to a review prompted by the Northern Ireland Human Rights Commission (NIHRC) 'Out of Sight, Out of Mind' Travellers' Accommodations in Northern Ireland (6 March 2018) and recommendations made, the Department has revised the conditions and also taken the opportunity to amalgamate the current sets of Model Conditions for residential and holiday sites into one document. It is intended that this will provide greater clarity and ease of reference for councils and other stakeholders.

Key Issues set out in the consultation document (circulated) are:

- Density and spacing between caravans to minimise the risk of fire
- Restrictions regarding the storage of LPG cylinders onsite
- Clarity around requirements for electrical safety checks on caravans
- Clarity around parking adjacent to caravans
- Frequency of testing firefighting equipment onsite

The model conditions represent those standards normally expected as a matter of good practice on caravan sites.

The consultation also proposed a parallel review of the 'Design Guide for Travellers' sites in Northern Ireland by the Department for Communities, which is essential to ensure consistency and compatibility with the terminology and approach contained in both documents and the recent Northern Ireland Fire and Rescue Guide for Caravan Site Operators.

In order to ensure an agreed and consistent approach across Councils in Northern Ireland, a working group of Environmental Health Northern Ireland (EHNI) had prepared a draft response to the Consultation. The Heads of Service for Environmental Health from all eleven Councils in Northern Ireland are represented at EHNI and the response to the consultation has been agreed at their August meeting for consideration by respective Councils.

Members were therefore requested to approve the response to the Consultation on new Model Licence Conditions, prepared by EHNI (circulated).

Moved by Councillor Logue
Seconded by Councillor Kelly and

RESOLVED - that the response to the Consultation on New Model Licence Conditions for Caravan Sites prepared by Environmental Health Northern Ireland be approved.

ACTION BY: Helen Harper, Environmental Health Manager (Environment)

6.23 ED/REG/018 VOL3 BELFAST REGION CITY DEAL UPDATE

On 29th October 2018, the Chancellor announced a commitment of £350m from the UK Government, leveraging at least £350 million from NI regional government, £100m from the Belfast Region City Deal (BRCD) Councils and £50m from the two Universities to deliver the City Deal proposition.

The Deal includes 22 projects across the investment pillars of Digital / Innovation, Infrastructure and Tourism led Regeneration underpinned by a significant Employability and Skills programme, which will provide inclusive job opportunities and significantly enhance the region's economy. In March, the Council approved the BRCD Heads of Term which has subsequently been signed by both governments, the six Councils and the two universities, allowing work to progress.

A key element in developing the BRCD Programme was the governance structures that were put in place to support partnership working and effective decision making at both individual council level and collectively across the programme. This included a Joint Council Forum, comprising Councillors from all six partner Councils and a Programme Board with senior representation from all the partners. These structures have been built upon to support the next phase of delivery with Advisory Boards created for each of the Pillars of Investment to oversee and support the development of Outline Business Cases (OBCs) for each of the BRCD projects.

Significant resources have been committed by all the partner organisations to support the development of the overall programme and individual OBCs. As the accountable body BCC has put in place a programme office which will work across the partnership and with UK Government and NICS departments to deliver the key documents required for this phase which are

- A Financial Plan and Agreement
- A Deal Document- detailed document covering all elements included within Heads of terms, including Governance Framework
- An Implementation Plan- summarising milestones for key deliverables, outputs, resources and risk mitigation for each project
- Outline Business Cases (OBCs) for the individual BRCD projects

The BRCD programme office will also support the overall management and delivery of the programme as well as developing internal frameworks in areas including;

- Governance and Decision Making
- Financial Planning and Management
- Programme and Project Management
- Performance Monitoring and Assurance
- Communication and Engagement

Given the scale of the five proposed Innovation projects, the two universities had established a joint programme office to oversee their development and delivery. Based at QUB this programme office not only demonstrates their commitment to the projects but also to the partnership between the two universities and maximising the benefits across the innovation investment pillar.

The key innovation project relevant to the borough is the Advanced Manufacturing Innovation Centre (AMIC) which will be an iconic facility

for Northern Ireland, focussed on bringing academia and the private sector involved in this field together to research, prototype and develop new technologies. Officers would continue to work closely with the Queen's University team to bring this project forward.

The Belfast Met and FE colleges who are leading on the Employability and Skills Programme are about to recruit a Programme Manager to support the development of this pillar. The post will be funded by the colleges and will be located in the BRCD Programme Office in Belfast City Council.

In addition the Fraunhofer Institute which is leading the way in digital innovation and smart districts/testbeds, had been appointed to develop an implementation plan for the Digital element of the deal. The Council submitted a proposal for a SMART business innovation hub which may be progressed under this pillar, or incorporated within the AMIC scheme.

The final Investment pillar of Infrastructure is being led by DfI, given they will be solely responsible for the delivery of the projects. As with other strands, BRCD partners will be represented on the Board and progress will be reported in through the current governance structures.

A key infrastructure project in Antrim and Newtownabbey is the Glider project, which will be led by the DfI. The Glider is intended to provide a fast, efficient and affordable means of transit for people to key services including health and education as well as employment locations. The Strategic Outline Business Case will consider the evidence base for the project, propose a route and defined costs and operational arrangements. The Glider route will end at a key Park and Ride facility which it is anticipated will be in the vicinity of Sandyknowes/Global Point.

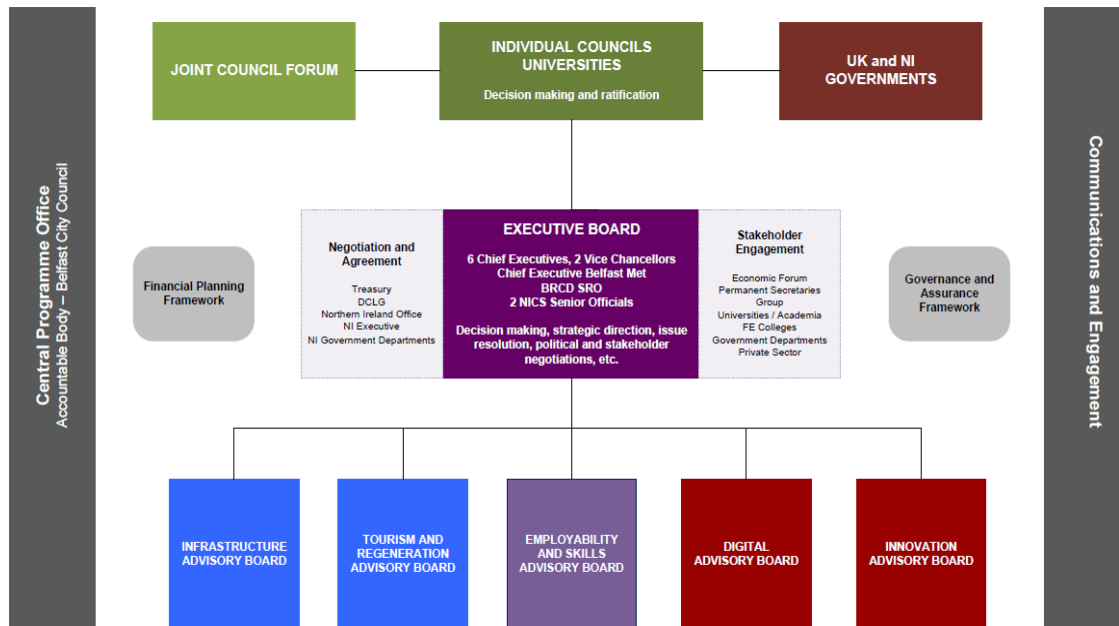
Officers advised Members that provision was made in the City Deal for the Game of Thrones project at Winterfell, Moneyglass and a meeting is to be arranged with representatives to discuss how this will progress. Officers will continue to work closely with the HBO/Teliporter team to bring this project forward.

Joint Council Forum

Members recalled that Phase 1 of the Belfast Region City Deal (BRCD) included a Joint Council Forum established to fulfil an oversight role during the development of the BRCD programme. The Joint Council Forum met regularly during the development of the BRCD, "enabling Councillors to oversee and shape the direction of the programme". The Forum was constructed to ensure broad political representation and therefore was a relatively large group with 35-40 Councillors attending Forum meetings and the location of the meetings rotated between the Council partners.

Going forward, a revised governance structure as outlined below had been developed for phase 2 of the BRCD. Individual Councils and University Boards

would retain responsibility for decision making in relation to the approval of key frameworks guiding the development of the BRCD. There was also a continuing need during phase 2 for a Joint Council Forum to provide political oversight and ensure that the collective vision of the BRCD partners is delivered however a number of changes are required to make it more effective.



Proposed changes to the Joint Council Forum

The proposed role of the Joint Council Forum is set out below. A number of changes were proposed to how the forum should operate to support the Forum to fulfil its role and provide more political ownership. These changes include:

- The Joint Forum will operate mainly through structured meetings which the Programme Management Office (PMO) will support through the production of the agenda, papers and minutes for each meeting
- The PMO will also be responsible for the development and implementation of annual work programme that will be agreed by the Joint Forum, this will include the proposed location for each meeting of the Joint Forum and potential areas for further collaboration
- The work programme will include key events designed to enhance the profile of the BRCD

In summary therefore the remit of the Joint Council Forum will be as follows: The Joint Council Forum has been established to fulfil an oversight role, ensuring that the BRCD continues to be aligned with the vision for inclusive economic growth. The Joint Council Forum will meet regularly during the development of the BRCD.

During Delivery Development key areas of focus will include:

- Providing political leadership and building political consensus
- Building the partnership and identifying opportunities for further collaboration
- Retaining focus on delivery of the vision for inclusive growth
- Championing the opportunity created by the BRCD and building support from key stakeholders

It was proposed that the first meeting of the Joint Council Forum during phase 2 should take place in late September or early October to agree terms of reference, schedule of meetings and discuss possible areas to be addressed in the future work plan. It was noted that regular updates would also be reported to the Council and the Governance arrangements would be reviewed again in due course.

Moved by Councillor Webb
Seconded by Councillor Bennington and

RESOLVED - that the Council nominates 4 elected members via d'Hondt, and 4 deputies, to participate in the Joint Council Forum, nominations to be provided by Group Leaders.

ACTION BY: Jacqui Dixon, Chief Executive/Majella McAlister, Director of Economic Development and Planning

ITEMS FOR INFORMATION

7.1 PBS/BC/002 Vol 2 BUILDING CONTROL MATTERS FOR THE PERIOD 1-31 MAY 2019

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 – 46
Building Notices – 126
Regularisation Certificates – 60

Full Plans

Approvals – 45
Rejected applications requiring resubmissions – 59

Commencements & Completions

Commencements – 311
Completions - 276

Inspections - A total of 1031 Site Inspections were carried out.

Regularisation Certificate - 53 Regularisation Certificates issued.

Building Notice- 131 Completion Certificates issued

Property Certificates

Received – 211

Energy Performance of Building Regulations –

Air Conditioning Units Checked – 1 & 100% compliance

Display Energy Certificate's checked – 2 & 50% compliance

Income

Plan Fees Received for Month	£9625.25
Inspection Fees Invoiced for Month	£23674.09
Building Notice Fees Received for Month	£9590.00
Regularisation Fees Received for Month	£2289.60
Property Certificate Fees Received for Month	<u>£12840.00</u>
TOTAL	£58018.94

Projected Annual**Income****£ 183,464****Year to Date Actual****Income****£ 182,458****Postal Numbering & Development Naming**

Numbers of official postal numbers issued – 31

LPS Partnership

Commercial Vacancies – 60 (Commercial vacancy tranche received on 15/11/2017).

Property details surveys completed 25

Moved by Councillor Goodman

Seconded by Councillor Magill and

RESOLVED - that the report be noted.

NO ACTION

*Councillor Hamill returned to the Chamber.***7.2 FI/FIN/4 BUDGET REPORT – JULY 2019**

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

The Council's variance on Net Cost of Services for the period to the end of June was £179k favourable. In setting the Estimates for the year, Council had budgeted to apply a credit balance from reserves of £700k, equating to £233k for the period of the report.

Taking account of the credit balance application and the income from District Rates and the De-Rating grant being on budget for the period, the overall position of the Council was a decrease of £55k to the General Fund.

Moved by Councillor Bennington
Seconded by Councillor McWilliam and

RESOLVED - that the report be noted.

NO ACTION

7.3 CP/CD/312 RATHCOOLE NEIGHBOURHOOD RENEWAL MEMBERSHIP 2019/20

Members were aware that the Rathcoole Neighbourhood Renewal Partnerships were formally established in April 2006 under funding from the Department for Communities (DfC). This is an inter-sectoral partnership, tasked with driving the delivery of the neighbourhood renewal strategy in Rathcoole (Macedon).

The strategic priorities for Neighbourhood Renewal had been identified as:

- Community renewal – to develop confident communities that are able and committed to improving the quality of life in their areas;
- Economic renewal – to develop economic activity in the most deprived neighbourhoods and connect them to the wider urban economy;
- Social renewal – to improve social conditions for the people who live in the most deprived neighbourhoods through better coordinated public services and the creation of safer environments;
- Physical renewal – to help create attractive, safe, sustainable environments in the most deprived neighbourhoods.

At the Rathcoole Neighbourhood Renewal Partnership bi-monthly meeting on the 6 August 2019, the Partnership appointed a new Chair, Cllr D McCullough and Vice Chair, Cllr R Foster. Four new member organisations were also approved to include: Adree Wallace (Adree Wallace Associates), Karen Phillips (Listening Ear), Dee Crooks (Newtownabbey Arts and Cultural Network), and Jim McCracken (Rathcoole Achieving, Transforming, Helping each other, RATH Group). This concurs with DfC's Code of Practice and guidelines for Neighbourhood Renewal Partnership membership.

Moved by Councillor Magill
Seconded by Alderman Hogg and

RESOLVED - that the appointment of Chair, Vice Chair and new members of the Rathcoole Neighbourhood Renewal Partnership be noted.

NO ACTION

7.4 CE/OA/013 NORTHERN IRELAND HOUSING COUNCIL – AUGUST BULLETIN

Members were advised that the Northern Ireland Housing Council had asked that the monthly bulletin be added to the Council agenda as a standing item.

The August Housing Council Bulletin was circulated for Members' information.

Moved by Councillor Logue
Seconded by Alderman Hogg and

RESOLVED - that the report be noted.

NO ACTION

7.5 CP/CD/311 CHRISTMAS LIGHTING 2019

Following a request from July Council meeting, Officers had considered the costs for Christmas lighting for an indicative settlement. The costs for the purchase and the annual maintenance are detailed in the table below. As requested this table now provides a more detailed breakdown of the indicative cost of installation and removal of the lighting. Council uses external contractors to inspect, repair, certify, install and demount the Christmas lighting. This reduced the liability to Council and maximises public Health and Safety.

Table – Indicative costs as described above

	Year 1 Costs		Ongoing Annual Costs
Item	Indicative Purchase Cost	Indicative Installation and Removal costs	Indicative ongoing Annual Costs
2 no Electricity Supplies (if required)	£4,000	£0	£0
20 no Pole Mounted Features	£17,500 (including box)	£2,500	£2,500
200m of festoon lighting	£11,500	£4,500	£4,500
1 no Cross Street Feature	£2,500	£500	£500
Maintenance			£4,000
Total	£35,500	£7,500	£11,500

The above costs were based on the following assumptions

- All costs are indicative only.
- There is no existing power supply suitable for Christmas lighting.
- The streets are standard width to allow for festoon cabling, sky net or cross street feature, each location proposed will need to be assessed to determine the most suitable features.
- Fixings and anchor points are available or can be installed (no costs for anchor points included) on buildings for either festoon cabling and the owners of the property are happy for their building to be used in this way.

Ongoing Annual Costs are based on pro-rata per annum for maintenance of lighting/features and includes preparation and repairs prior to installation as well as maintenance and repairs while the lights are installed.

Even if installation and demounting could be sourced locally as a contribution in kind, Community Groups would need access to an annual maintenance budget of around £4,000 for maintenance and certification.

Officers were awaiting a response from the Department of Infrastructure, regarding the connection boxes installed by Council on lighting columns (used for installation of pole mounted features) being utilised by community groups. Officers had also enquired if community groups were permitted to request connection boxes to be installed where previously they were not installed. The approximate cost for installing these boxes is £350-£400 per box. The locations where Council previously installed connections boxes are Templepatrick (28), Parkgate (22) and Crumlin (17).

If a community group was to take on the responsibility for Christmas festive lighting, it is important they understand the associated responsibilities including those highlighted in Appendix 1 which was circulated (Issues to be Considered).

Insurance costs associated with Christmas lighting are likely to be an additional cost to a Community Group and Officers were trying to determine the scale of those costs.

In the interests of equality, if Council created an opportunity for community groups to apply for funding associated with Christmas lighting and installations, this would need to be open for applications from all the Community Groups and settlements across the Borough and not limited to those who had previously had Christmas lighting.

Moved by Alderman Brett
Seconded by Councillor Goodman and

RESOLVED - that the report be noted.

NO ACTION

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Councillor Magill
Seconded by Councillor Goodman and

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

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

ITEMS IN COMMITTEE

8.1 **IN CONFIDENCE** ED/ED/107 THE GATEWAY – CATERING FRANCHISE

Members were reminded that at the Council meeting in March 2019 Members agreed the following:

- [REDACTED] be appointed as the operator of the restaurant at The Gateway based on an initial term of 5 years and an annual payment to the Council of £[REDACTED].
- the appropriate legal agreements be finalised to govern the relationship between the Council and the operator.
- the Operator be approved to commence the 'fit out' of the restaurant.
- a further report be provided in relation to the timescale for the alcohol licence and the opening of the facility.

In addition, in June 2019, in the following was agreed:

- **Liquor Licence:** From 11:30am to 11pm (except on Sundays, Good Friday and Christmas day), on Good Friday from 5pm to 11pm, on Christmas Day and Sundays from 12:30 to 10pm. In addition to the aforementioned, 9am to 1am Monday to Saturday and 10am to midnight on Sunday.
- If there are any events which are outside the normal working hours, i.e., 9am to 9pm Monday to Sunday, then the prior written approval of the Monitoring Officer* (*Council Officer responsible for ensuring compliance with the terms and conditions of the Agreement) will be required and the restaurant operator will have to comply with all the restaurant liquor licence requirements and the terms and conditions of the Agreement with the Council.
- Normal practice will be that based on last orders being made for food at 9pm at the latest, and allowing a generous 2 ½ hour period for a meal and drinks to be consumed, the restaurant will close at 11.30pm and no alcohol will be sold after this time. By exception and only with the prior written approval of the Monitoring Officer would entertainment and/or the sale of alcohol be permitted outside of these hours.
- The normal operating hours of the facility will be from 9am to 11.30pm at the latest when the restaurant will close and these arrangements will be specified in the Agreement. To provide flexibility in the operation of The Gateway due to its attraction as a tourism facility and to accommodate weddings, special events etc, as requested extended hours of 9am to 1am Monday to Saturday and 10am to Midnight on Sunday are proposed, however these will be by exception and only with the prior written approval of the Monitoring Officer.

Officers were arranging to make an application to the Court for approval of the above liquor licence hours.

At the Council meeting in July 2019 the Council agreed to the following entertainment licence hours: Monday to Friday 9am to 1am, Saturday 11am to 1 am, Sunday 9am to 12 midnight.

Update

[REDACTED]

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

Moved by Councillor Webb
Seconded by Councillor Kelly and

RESOLVED - that the Council enters into an Agreement with [REDACTED] for the operation of the restaurant at Loughshore on the terms as outlined above, subject to all terms and conditions and legal requirements being agreed, and that Officers keep the success of the restaurant under review.

ACTION BY: Paul Casey, Borough Lawyer & Head of Legal Services

8.2 IN CONFIDENCE FI/PRO/TEN/296 TENDER FOR THE PROVISION OF A FOUR TIER SECURITY SCHEME 2019/2022 - CONTRACT PERIOD 2 SEPTEMBER 2019 TO 31 MARCH 2022

One tender for the provision of a PCSP four tier security scheme was opened via the eSourcingNI Portal on 26 July 2019 and referred to the evaluation panel for assessment. The tender was evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tender was evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, previous relevant experience, management systems and practices, health and safety and risk assessments, timescales, equipment, GDPR and declarations and form of tender. The tender met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tender was evaluated as follows:

STAGE 2 – AWARD STAGE

Quality/Commercial Assessment (60%/40%)

The tender was evaluated on the basis of quality (60%) and cost (40%) and the recommendation is as follows:

Supplier	Quality Assessment (out of 60%)	Cost Assessment (out of 40%)	Total % Score	Total Cost (based on typical 6 month activity) (excl. VAT)
[REDACTED]	[REDACTED]%	[REDACTED]%	78%	£[REDACTED]

Moved by Alderman Brett
Seconded by Councillor Clarke and

RESOLVED - that having achieved a score of 78%, [REDACTED] be appointed for the provision of a PCSP four tier security scheme for the period 2 September 2019 to 31 March 2022.

ACTION BY: Julia Clarke, Procurement Officer

8.3 **IN CONFIDENCE** FI/PRO/TEN/289, CD/PM/050 TENDER FOR NEWTOWNABBEY CREMATORIUM – ENABLING WORKS

Members were reminded that in February 2019, the Council approved a total budget of £[REDACTED] for the crematorium development. This included an indicative sum of £[REDACTED] for works and fees to progress with the enabling works contract and an estimated sum of £[REDACTED] for removal of the overhead electricity line giving an estimated total sum of £[REDACTED] for this element of the project. The enabling works package of the development was brought forward to avoid expiry of the Reserved Matters approval which is due to expire in August 2020.

Perfect Circle JV Ltd was appointed in November 2017 through the SCAPE Group Ltd framework as the multi-disciplinary consultant team for the overall scheme.

PROJECT SCOPE

The enabling works contract involves the following works:

- arboricultural works (removal of trees and hedges)
- excavation and disposal of topsoil and clay
- kerbing, sub-base, asphalt surfacing
- fencing for formation of new site entrance and associated sight lines.
- excavation and subsequent backfilling of trench for electricity cables.

PROCUREMENT

Thirteen completed Pre-Qualification Questionnaires (PQQs) were returned by 18 April 2019 and referred to the evaluation panel for assessment. The contractors who responded to the competition were randomly sorted and evaluated in order on a

Pass/Fail basis. The PQQ responses were evaluated using the criteria of general information, past performance, economic and financial standing, professional conduct, health and safety, declarations and technical ability.

The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for Invitation to Tender (ITT).

Invitation to Tender (ITT) Documents were issued to the six contractors in the week commencing 24 June 2019. Five completed tenders were received by the closing date of 2 August 2019.

TENDER ANALYSIS

The five returned tenders were arithmetically checked and evaluated on the basis of tender assessment total price only. Quinn Automatic Ltd submitted the lowest tender as detailed below:

TENDER FOR NEWTOWNABBEY CREMATORIUM – ENABLING WORKS				
Rank	Contractor	Tendered Total of the Prices (excl. VAT)	Model Compensation Event Total* (excl. VAT)	Tender Assessment Total Price (excl. VAT)
1	Quinn Automatic Ltd	£[REDACTED]	£[REDACTED]	£[REDACTED]

**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*

The rates provided by Quinn Automatic Ltd had been checked and confirmed as very competitive under current market conditions.

PROGRAMME

Reserved Matters approval was granted in August 2018 and is valid until August 2020. A condition of the approval stated that no site clearance is permitted between March and August annually therefore works are planned to commence on site in September 2019 with completion in January 2020.

STATUTORY MATTERS

On completion of the enabling works package, Council would apply for a 'Certificate of Lawful Use or Development' which is granted by the Planning Office. This certificate confirms that development has commenced and that the interim works carried out are in compliance with the conditions of the Reserved Matters approval.

COST SUMMARY

Based on the lowest tender submission, the predicted outturn cost for the project is as detailed below:

Current approved overall total budget: £[REDACTED]

Tendered Total of the Prices	£ [REDACTED]
Model Compensation Event	£ [REDACTED]
NIE estimated costs	£ [REDACTED]
Professional fees	£ [REDACTED]
Certificate of Lawful Use or Development	£ [REDACTED]
TOTAL PREDICTED COST: £ [REDACTED]	

The predicted cost was £[REDACTED] ([REDACTED] %) above the overall estimated sum of £[REDACTED]. This may be absorbed within the model compensation event for this part of the scheme or within the overall scheme contingency of the current approved crematorium budget of £[REDACTED].

The Chief Executive undertook to provide an update report to a future meeting.

Moved by Alderman Brett
Seconded by Alderman Cosgrove and

RESOLVED - that the tendered sum of £[REDACTED] (excl VAT) from Quinn Automatic Ltd be approved giving a tendered assessment total price of £[REDACTED] (excl VAT).

Alderman Girvan and Councillors Ross, Bennington, McCullough and Cooper requested that their objection be noted and Councillor Goodman abstained.

ACTION BY: Claire Minnis, Project Development Manager/Sharon Logue, Procurement Manager

8.4 **IN CONFIDENCE** FI/PRO/TEN/303 TENDER FOR INSTALLATION AND OPERATION OF FESTIVE LIGHTING AND DECORATION

CONTRACT PERIOD: 1 November 2019 – 31 January 2020 (with the option to extend for Christmas events in 2020 for the period of 1 November 2020 – 31 January 2021)

One tender for the installation and operation of festive lighting and decoration was opened via the eTendersNI Portal on 8 August 2019 and

referred to the evaluation panel for assessment. The tender was evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

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

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

The tender was evaluated on a pass/fail basis for confirmation of compliance. The tender met the requirements of this stage and proceeded to the next stage of evaluation.

Stage 2 – Quality/Commercial Assessment (40%/60%)

The tender was evaluated on the basis of quality (40%) and cost (60%) and the recommendation is as follows:

Rank	Supplier	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Total Estimated Cost Over 2 Years (£) (Excl. VAT)
1	AJCG Ltd	40%	60%	100%	£

The Director of Finance and Governance agreed to provide clarification to Councillor Wilson in relation to procurement timelines.

Moved by Alderman Brett
Seconded by Alderman Cosgrove and

RESOLVED - that, having achieved an acceptable score of 100%, AJCG Ltd be appointed for the installation and operation of festive lighting and decoration for the period 1 November 2019 – 31 January 2020, with the option to extend for Christmas events in 2020 for the period of 1 November 2020 – 31 January 2021, subject to review and performance and at the tendered rates.

ACTION BY: Melissa Kenning, Procurement Officer/Sandra Cole, Director of Finance and Governance

Aldermen Campbell and Girvan left the Chamber during the next item.

8.5 IN CONFIDENCE FI/PRO/TEN/257 TENDER FOR CRUMLIN GLEN WORKS

Members were reminded that following the transfer of Crumlin Glen to Council on 1 April 2015, consultants were appointed to examine the potential to develop the Glen and to increase usage. Following consultations with a wide range of stakeholders a short list of options which required more detailed consideration was presented to the Operations Committee in February 2017. One option identified was improvements to the path network and an application was successfully made to Sport Northern Ireland's new Outdoor Spaces small-scale capital funding programme for £[REDACTED].

Following funding subsequently being approved through the Peace IV Programme for the installation of natural play features through a grant of £[REDACTED] a total project cost of £[REDACTED] was approved in November 2018 by Council for fees and works for the scheme.

PROJECT SCOPE

The contract involves the following scale and scope of works:

- Upgrading/resurfacing of existing woodland pathway network and fishing trails
- Provision of new fencing, gates, signage, etc.
- Provision of a natural play area.
- Ancillary works (ie drainage etc.)

PROCUREMENT

Hanna & Hutchinson Consulting Engineers Limited were appointed as design consultants for the scheme in September 2018.

Twenty completed Pre-Qualification Questionnaires (PQQs) were returned via eSourcingNI by 22 February 2019 and referred to the evaluation panel for assessment. The contractors who responded to the competition were randomly sorted and evaluated in order on a Pass/Fail basis. The PQQ responses were evaluated using the criteria of general information, past performance, economic and financial standing, professional conduct, health and safety, declarations and technical ability.

The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for Invitation to Tender (ITT).

Invitation to Tender (ITT) documents were issued to the six contractors in the week commencing 3 June 2019. Five completed tenders were received by the closing date of 4 July 2019.

TENDER ANALYSIS

The five returned tenders were arithmetically checked and evaluated on the basis of tender assessment total price only. McAvoy Construction (NI) Limited submitted the lowest tender as detailed below:

TENDER FOR CRUMLIN GLEN WORKS				
Rank	Contractor	Tendered Total of the Prices (excl. VAT)	Model Compensation Event Total* (excl. VAT)	Tender Assessment Total Price (excl. VAT)
1	McAvoy Construction (NI) Limited	£[REDACTED]	£[REDACTED]	£[REDACTED]

**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.*

The tender from McAvoy Construction (NI) Limited was competitive and they had confirmed that the works can be delivered in full compliance with the specification and at the tender total of the prices submitted.

The tender had presented savings of £[REDACTED] on the total budget of £[REDACTED] approved by Council.

PROGRAMME

It was proposed to award the works contract in September 2019 with a view to completing the works in January 2020.

COST SUMMARY

The current approved budget for Fees & Works is: £[REDACTED]

Tendered Total of the Prices	£[REDACTED]
Model Compensation Event Total	£[REDACTED]
Tender Assessment Total Price	£[REDACTED]
Professional fees	£[REDACTED]
Main Contract Works/Fees Cost:	£[REDACTED]

OTHER COSTS

Topographical survey and tree survey	£[REDACTED]
Tree surgery/removal	£[REDACTED]
	£[REDACTED]

Total predicted project cost: £[REDACTED]

The project outturn cost (works, fees and other costs), based on the lowest tender is £[REDACTED] which is £[REDACTED] ([REDACTED]%) below the approved budget of £[REDACTED] and any savings will be shared between Council and Sport NI.

The Director of Community Planning agreed to explore options with the funding body in relation to the provision of lighting.

Moved by Councillor Logue
Seconded by Councillor Magill and

RESOLVED - that

- i. **the tendered sum of £[REDACTED] (excl. VAT) from McAvoy Construction (NI) Limited be approved giving a tendered assessment total price of £[REDACTED] (excl. VAT);**
- ii. **the total predicted outturn cost (works and fees) of £[REDACTED] be approved.**

ACTION BY: David Traynor, Project Development Officer/Sharon Logue, Procurement Manager/Nick Harkness, Director of Community Planning

Alderman Cosgrove left the Chamber.

8.6 IN CONFIDENCE FI/PRO/TEN/260 PROVISION OF POWER WASHING AND SPECIALISED CLEANING SERVICES

CONTRACT PERIOD: 10 SEPTEMBER 2019 TO 31 AUGUST 2022 (WITH AN OPTION, BY THE COUNCIL, TO EXTEND FOR A FURTHER PERIOD OF UP TO 24 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)

Four tenders for the provision of power washing and specialised cleaning were opened via the eTendersNI Portal on 2 August 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

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

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

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

Stage 2 – Quality/Commercial Assessment (40%/60%)

The tenders were evaluated on the basis of quality (40%) and cost (60%) and the recommendation is as follows:

Rank	Supplier	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Total Estimated Annual Cost (£) (Excl. VAT)
1	Keep It Clean	40%	60%	100%	£ [REDACTED]

Moved by Councillor McWilliam
Seconded by Councillor Magill and

RESOLVED - that, having achieved the highest score of 100%, Keep It Clean be appointed for the provision of power washing and specialised cleaning for the period 10 September 2019 to 31 August 2022 with an option, by the Council, to extend for a further period of up to 24 months, subject to review and performance and at the tendered rates.

ACTION BY: Melissa Kenning, Procurement Officer

8.7 IN CONFIDENCE FI/PRO/TEN/300 TENDER FOR THE RECYCLING AND RECOVERY OF RESIDUAL CIVIC AMENITY WASTE AND BULKY WASTE, STREET LITTER WASTE AND COMMERCIAL RESIDUAL WASTE

Contract Period: 1 October 2019 to 30 September 2021 with an option by the Council to extend for up to a maximum of 24 months (subject to review and performance)

Mixed waste collected at the Civic Amenity Sites (Recycling Centres), through trade waste collections and street litter operations is sorted and segregated in order to reduce the amount of waste being landfilled. The processing results in items like, metals, plastics and cardboard, being removed from the waste stream with the majority of the waste recycled or sent to energy recovery facilities.

The service contracts for the processing of these waste streams for recycling and recovery were due for renewal and a new procurement exercise was initiated. Tenders which were received for the recycling and recovery of residual civic amenity waste and bulky waste (lot 1) (one tender), street litter waste (lot 2) (three tenders) and commercial residual waste (lot 3) (four tenders), were opened via the eSourcingNI Portal on 2 August 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

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

All tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Stage 1 – Technical Assessment

The tenders were evaluated on a pass/fail basis for:

- Confirmation of compliance with all aspects of the specification of services for all lots being bid for.
- Provision of service delivery plans.

All tenders met the requirements of this stage and proceeded to the final stage of the evaluation.

Stage 2 – Financial Assessment

The tenders were evaluated on the basis of lowest estimated annual solution cost for each lot and recommendations are as follows:

Lot	Supplier	Total % Cost Score	Estimated Annual Solution Cost (£) (Excl VAT)
1	McKinstry Skip Hire Limited	100%	
2	McKinstry Skip Hire Limited	100%	
3	McKinstry Skip Hire Limited	100%	

The prices for street litter waste (lot 2) and commercial residual waste (lot 3) are approximately 10% and 20% respectively less than the current rates, although there is a 15% increase in residual civic amenity waste and bulky waste (lot 1) costs. This level of increase was envisaged due to current market conditions and financial provision had been made in the 2019-20 waste budgets.

Moved by Alderman Hogg
Seconded by Councillor Clarke and

RESOLVED - that, having achieved the highest scores of 100% for lots 1,2 and 3, McKinstry Skip Hire Limited be appointed for the provision of the recycling and recovery of residual civic amenity waste and bulky waste, street litter waste and commercial residual waste for the period 1 October 2019 to 30 September 2021 with an option by the Council to extend for up to a maximum of 24 months (subject to review and performance).

ACTION BY: Sharon Logue, Procurement Manager

Aldermen Campbell, Cosgrove and Girvan returned to the Chamber during the next item.

8.8 **IN CONFIDENCE** ED/REG/037 FORMER GLENGORMLEY POLICE STATION SITE

Members were reminded that in May 2018 the Council agreed a preferred developer for the former Glengormley Police Station site, namely [REDACTED]. [REDACTED] proposed the development of [REDACTED].

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Members were reminded that this is a highly visible site on the main arterial route through Glengormley and that any scheme advanced should create investment, generate jobs and have a positive economic impact on the town. To this end, it was proposed that the Council considers an appropriate scheme for the site, which would be Council led, maximise the potential of the site and deliver on the desired outcomes. The scheme would include new offices and retail/workspace/units to drive footfall into Glengormley and the design should be such that the building is a recognised signature development in the area. In order to progress consideration of the scheme it was proposed that the Council engages a Commercial Agent to assist with the development of a concept proposal and that an outline business case be developed.

Councillor Montgomery requested that Officers provide an update in relation to Steeple House.

Moved by Councillor Bennington
Seconded by Alderman Brett that

- a) [REDACTED] withdrawal from the process be noted;
- b) all previous interested parties be advised that the first Expression of Interest process has concluded;
- c) a concept proposal and outline business case be developed for offices and workspace/units on this site.

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

In favour of the Motion Members viz 32	Against the Motion Members viz 4	Abstentions Member viz 1
<p>Aldermen: Agnew, Brett, Campbell, Cosgrove, Girvan, Hogg, McGrath and J Smyth</p> <p>Councillors: Archibald, Bennington, Clarke, Cooper, Dunlop, Finlay, Flanagan, Foster, Gilmour, Hamill, Kelly, McAuley, McClelland, McCullough, McWilliam, Magill, Michael, Montgomery, Ross, L Smyth, Stewart, Swann, Webb and Wilson</p>	<p>Councillors: Cushinan, Goodman, Kinnear and McGrann</p>	<p>Councillor Logue</p>

RESOLVED - that

- d) [REDACTED] withdrawal from the process be noted;
- e) all previous interested parties be advised that the first Expression of Interest process has concluded;
- f) a concept proposal and outline business case be developed for offices and workspace/units on this site.

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

8.9 IN CONFIDENCE FI/PRO/TEN/289 TENDER FOR ANTRIM LOUGH SHORE PARK PUBLIC ART COMMISSION

Members were reminded that the Council agreed in August 2018 to progress the public art sculpture at Antrim Lough Shore Park. Since then officers have been developing the overall visitor concept for the Gateway Centre including restaurant, activity and interpretation space. It is important that the public art located at the water's edge works seamlessly with the 'story' communicated within the centre. In keeping with Council's tourism ambition officers are ensuring that the visitor product on offer at the Gateway Centre is distinct from other visitor experiences in Northern Ireland. To this end Heritage Lottery Fund has agreed to consider more innovative use of the interpretive and activity space within the Gateway through an immersive virtual reality experience running in parallel with the interpretation. A future report will be brought to Council for consideration as this concept is developed further.

The public art commission serves a range of purposes, including attracting visitors to the lough, promoting its local heritage, biodiversity and folklore. The

public art aims to attract visitors along a developing trail between Belfast Lough and Lough Neagh and en-route to the Giant's Causeway. It is therefore a strategically significant commission. The location of the sculpture is detailed in Appendix 1 (circulated).

The public art project is funded by Council and the Heritage Lottery Fund (HLF) through the Lough Neagh Landscape Partnership Scheme. The budget for the art is £[REDACTED] with £[REDACTED] provided by The Heritage Lottery Fund.

Community views on the type of public art they would like to see in Antrim Lough Shore Park were included in the briefing pack for artists.

PROCUREMENT

STAGE 1 – PQQ STAGE

Twelve completed Pre-Qualification Questionnaires (PQQs) were returned by 11 June 2019 via the eSourcingNI portal and referred to the evaluation panel for assessment. The PQQ responses were evaluated using the criteria of business specification, mandatory exclusion and financial compliance, economic and financial standing, delivery timescale, health and safety and risk assessment, management of sub-contractors and declarations and confirmations.

The six top highest scoring artists and ties using the scoring matrix in relation to previous experience and who achieved a full pass rate in all of the selection criteria questions were invited to submit proposals at tender stage.

Seven completed tenders were received by the closing date of 12 August 2019 and were referred to the evaluation panel for assessment. The assessment panel was made up of two elected Members from Antrim DEA, a representative from the Arts Advisory panel and three Council officers. The assessment was followed by a briefing to which all Antrim DEA elected Members, funder representation and a representative from each of the two local interest groups, Antrim Boat Club and Lough Neagh Rescue were invited.

STAGE 2 – AWARD STAGE

Quality Assessment (100%)

The tenders were evaluated on the basis of aesthetics (30%), artistic quality (30%), methodology (30%) and budget (10%) and the recommendation is as follows:

Artist	Quality Assessment % Score	Total Cost
SolArt Studio	98%	£[REDACTED]

Members noted that the successful tender did not include cost of installing lights on the artwork although the artist did include it in their representation of the piece as an option. Upon engagement with the artist, officers will explore the cost of this potential addition.

One of the key strengths of the artist's submission was their written artistic interpretation of the piece and rationale see Appendix 2 circulated. Officers will consider where this can best be displayed through interpretation on-site or within the centre.

Appendix 3 (circulated) included digital images of the artwork which will stand 6m tall and 3m wide and is named 'The protector at the Lough'.

Moved by Councillor Montgomery
Seconded by Councillor Kelly and

RESOLVED: that having achieved the highest score of 98%, SolArt Studio be appointed for the Antrim Lough Shore Park public art commission at a total cost of £[REDACTED].

ACTION BY: Sharon Logue, Procurement Manager/ Karen Steele, Tourism, Town Centre and Regeneration Manager

8.10 IN CONFIDENCE CE/STC/88 ORGANISATION STRUCTURES

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

Moved by Councillor Webb
Seconded by Alderman Campbell and

RESOLVED: that

(a) the final structures for Communications and Customer Engagement (Appendix 1), Community Planning Business Support (Appendix 2), and Chief Executive's Office and Member Services (Appendix 3) be approved; and,

b) the proposed amended structure for Community Planning (Appendix 4) be approved, subject to consultation with staff and trade unions.

ACTION BY: Joan Cowan, Head of Human Resources

MOTION TO PROCEED 'OUT OF COMMITTEE'

Moved by Councillor Magill
Seconded by Councillor Foster

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

The Mayor thanked everyone for attending and the meeting concluded at 8.24 pm.

MAYOR

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