



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN  
MOSSLEY MILL ON 19 DECEMBER 2017 AT 6:30 PM**

- In the Chair** : The Mayor (Councillor P Hamill)
- Members Present** : Aldermen –W Ball, P Barr, T Burns, T Campbell,  
W DeCourcy, M Girvan, J Smyth and R Swann  
Councillors – D Arthurs, A Ball, J Bingham, J Blair, P Brett,  
L Clarke, H Cushinan, B Duffin, T Girvan, M Goodman,  
J Greer, T Hogg, D Hollis, A Logue, R Lynch, V McWilliam,  
M Magill, M Maguire, P Michael, J Montgomery, M Rea,  
D Ritchie, S Ross and J Scott.
- In Attendance** : William Burns, Charlene Anderson and Teena Patrick  
#1PILLWILLKILL Representatives
- Officers Present** : Chief Executive - J Dixon  
Director of Operations - G Girvan  
Director of Community Planning and Regeneration – M  
McAlister  
Director of Organisation Development – A McCooke  
Head of Governance – L Johnston  
Head of Communications and Customer Service – T White  
ICT Officer – A Cole  
Member Services Manager – V Lisk  
Governance Support Officer - D Conlan

**1 BIBLE READING, PRAYER AND WELCOME**

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

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

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

## **MAYOR'S REMARKS**

The Mayor expressed his condolences on behalf of the Council to the families of former Newtownabbey Councillors, Mr Alan Hewitt, and Mr William Blair.

He also congratulated the Deputy Mayor and her husband on celebrating their Golden Wedding anniversary.

### **2 APOLOGIES**

Apologies were received on behalf of Aldermen Agnew and Cosgrove, and Councillors Kells, Kelly, McCarthy, McClelland and Webb.

### **3 DECLARATIONS OF INTEREST**

Item 3.11 of the Policy and Governance Committee Minutes - Chief Executive.

### **4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING**

Moved by Councillor Brett  
Seconded by Councillor Girvan and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 27 November 2017 be taken as read and signed as correct.**

Councillor Logue requested that her objection to item 9.11 be recorded.

*NO ACTION*

### **5 MINUTES OF THE OPERATIONS COMMITTEE MEETING**

Moved by Councillor Rea  
Seconded by Councillor Montgomery and

**RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 4 December 2017 be approved and adopted.**

*NO ACTION*

### **6 MINUTES OF THE POLICY & GOVERNANCE COMMITTEE MEETING**

Moved by Councillor Hollis  
Seconded by Councillor Hogg and

**RESOLVED - that the Minutes of the proceedings of the Policy & Governance Committee Meeting of Tuesday 5 December 2017 be approved and adopted.**

*NO ACTION*

**7 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION MEETING**

Moved by Councillor Logue  
Seconded by Councillor Clarke and

**RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting of Monday 11 December 2017 be approved and adopted.**

*NO ACTION*

**8 MINUTES OF THE AUDIT COMMITTEE MEETING**

Moved by Councillor Girvan  
Seconded by Councillor Maguire and

**RESOLVED - that the Minutes of the proceedings of the Audit Committee Meeting of Tuesday 12 December 2017 be approved and adopted.**

*NO ACTION*

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

Moved by Councillor Brett  
Seconded by Alderman Smyth and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Wednesday 13 December 2017, Part 1 be taken as read and signed as correct.**

*NO ACTION*

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

Moved by Councillor Brett  
Seconded by Alderman Smyth and

**RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Wednesday 13 December 2017, Part 2 be approved and adopted.**

*NO ACTION*

### **10.1 G/MSMO/7 VOL 3 PRESENTATION BY #1PILLWILLKILL**

Members were reminded that at the August Council Meeting it was agreed to receive a presentation by #1PILLWILLKILL to give a brief overview and present to Members the #1PILLWILLKILL message.

Members recalled that this campaign was launched by the parents of Jamie Burns, who died as a result of taking just one pill during a night out in Belfast in November 2016.

Mr William Burns, Jamie's father, gave a presentation and he and Charlene Anderson and Teena Patrick answered Members' questions.

Members expressed their condolences to Mr Burns on the loss of his son and commended his campaign to educate young people on the dangers of drugs. Members agreed to support Mr Burns' campaign and explore how the PCSP could assist.

The Mayor thanked Mr Burns, Ms Anderson and Ms Patrick for their presentation and they left the meeting.

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

### **10.2 TO APPROVE THE SEALING OF DOCUMENTS**

Members were advised that there were no documents for signing and sealing.

### **10.3 G-LEG-14/195 REQUEST TO CARRY OUT WORKS AT SIXMILEWATER PARK**

Officers received a request from a developer to access Council land at Sixmilewater Park in order to construct a storm pipeline and outfall headwall to the Six Mile Water River to serve 19 dwellings at a development at Clement's Hall, Ballynure Road, Ballyclare. The work is estimated to be completed in 1 week.

The circulated map highlighted the new housing development in red and the proposed pipeline in green.

The developer advised that they had applied to the Rivers Agency for a consent to discharge.

Officers had no issues with the proposed works. However, Officers were of the opinion that all works must be completed before February 2018 as this would be outside of the bird-nesting season. In addition, the developer would consult with Ballynure Angling Club as they had fishing rights for this section of the river.

If the Angling Club had significant issues with the proposed works Officers would bring the matter back to Members prior to any works taking place.

The works would be overseen by Council Officers.

Moved by Alderman Girvan  
Seconded by Councillor Arthurs and

**RESOLVED: that the works request for access to Council land at Sixmilewater Park, Ballyclare be approved subject to the following:**

- 1. All work must be complete before February 2018 as this will be outside the bird-nesting season.**
- 2. Ballynure Angling Club having no significant issues with the works.**
- 3. Reinstate Council land to its current condition.**
- 4. Compensate the Council for any financial loss caused due to the works being carried out on Council land.**
- 5. Indemnify the Council for any liabilities associated with the works.**
- 6. A Wayleave Agreement is agreed between the parties.**

*ACTION BY: Paul Casey, Borough Lawyer*

**10.4 EH/EL/172 APPLICATION FOR GRANT OF AN ENTERTAINMENT LICENCE (INDOOR ENTERTAINMENT – 14 DAY OCCASIONAL LICENCE) LILIAN BLAND COMMUNITY PARK**

An application had been received for the grant of an Entertainment Licence (indoor licence) for the following area.

<b>Licensee</b>	<b>Location of Premises</b>	<b>Type(s)and hours of entertainment</b>	<b>File Number</b>	<b>New Application or Renewal</b>
Majella McAlister Director of Community Planning and Regeneration	Lilian Bland Community Park Carnmoney Road, Glengormley BT36 6HS	Singing, Music, dancing or entertainment of a like kind.  Monday – Sunday 9am – 11pm  Number of persons 501-1000	EL172	New

In line with the Council Protocol for the hearing of Entertainment Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The council can decide the following:

- i. Grant the licence
- ii. Grant the licence with specific additional terms, conditions and restrictions
- iii. Refuse the licence
- iv. Defer an application for further consideration or to obtain further information.

If the council makes a decision against an Officer's recommendation then members must state their reasons for doing so. In such circumstances a recorded vote will be taken.

Moved by Councillor Scott  
Seconded by Councillor Duffin and

**RESOLVED: that an Entertainment Licence (indoor entertainment – 14-day occasional licence) is granted to the applicant Ms Majella McAlister, for the Lilian Bland Community Park, Carnmoney Road, Glengormley, BT36 6HS with the following condition:**

- **That all relevant licensing requirements pertaining to each of the events on the 14 permitted days are met.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

**10.5 EH/EL/174 APPLICATION FOR GRANT OF AN ENTERTAINMENT LICENCE (ANNUAL LICENCE) BURNSIDE TAVERN, 14-16 BURNSIDE ROAD, DOAGH, BALLYCLARE, BT39 0SH**

An application had been received for the grant of an Entertainment Licence (annual licence) for the following area.

<b>Licensee</b>	<b>Location of Premises</b>	<b>Type(s)and hours of entertainment</b>	<b>File Number</b>	<b>New Application or Renewal</b>
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William Gary McCullough	Burnside Tavern, 14-16 Burnside Road, Doagh, Ballyclare, BT39 0SH	Singing, Music, dancing or entertainment of a like kind.  Monday – Saturday 11.30am – 1am  Sunday 12.30pm – 12 Midnight  Number of persons - maximum total occupancy 200 (as per Fire Risk Assessment)	EL174	New
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In line with the Council Protocol for the hearing of Entertainment Licence applications, approved in December 2016, the application must be considered at a full meeting of the council.

The council can decide the following:

- i. Grant the licence
- ii. Grant the licence with specific additional terms, conditions and restrictions
- iii. Refuse the licence
- iv. Defer an application for further consideration or to obtain further information.

If the council makes a decision against an Officer's recommendation then Members must state their reasons for doing so. In such circumstances a recorded vote will be taken.

The premises are undergoing renovation and this application is being made to allow Entertainment to be provided over the Christmas and New Year period. The Local Government (Miscellaneous Provisions) (NI) Order 1985 permits the granting of an Entertainment Licence subject to the condition that the works are completed in line with the plans deposited and agreed with the Council.

Moved by Councillor Bingham  
Seconded by Councillor Scott and

**RESOLVED: that an Entertainment Licence (annual licence) be granted to the applicant Mr William Gary McCullough for Burnside Tavern, 14-16 Burnside Road, Doagh, Ballyclare, BT39 0SH with the following conditions:**

- **that the works are completed in line with the plans deposited and agreed with the Council, and;**
- **that all relevant licensing requirements are met.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

#### **10.6 CE/OA/009 COLLEGE OF AGRICULTURE, FOOD AND RURAL ENTERPRISE (CAFRE)**

Correspondence had been received from Mr Martin McKendry, Director of CAFRE, (copy circulated) advising of proposals to carry out a major long-term investment programme at both Greenmount and Loughry campuses over the next seven years with a project end date of April 2025. The College is currently producing a business case for approval by the Department of Finance (DoF).

Mr McKendry would be happy to facilitate a visit to explain the proposals in detail.

Moved by Alderman Smyth  
Seconded by Councillor Greer and

**RESOLVED: that any Member who wishes to attend do so as an approved duty.**

Officers to liaise with Alderman Smyth in relation to his request to be included in any visit.

*ACTION BY: Member Services*

#### **10.7 CD/PM/51 FORMER CARNVIEW CHILDREN'S HOME**

Members were advised that in September 2017, it was reported that no extension would be given to the Council by the Northern Health and Social Care Trust to facilitate the development of a business case. Following consideration of this letter and the desire to progress the project it was agreed that a business case be produced and that every effort be made to acquire the building.

Since this decision, the site had been put on the open market with an asking price of £200,000. Given that the redevelopment estimate was approximately £[REDACTED] this could bring to total scheme cost to £[REDACTED]. In light of this change in circumstances the Rathfern Regeneration Group had revisited all potential options regarding the provision of services in this area and has identified an extension to the existing Rathfern Community Centre as the most feasible proposition in light of the current funding environment. Essentially this option would seek to maximise the site which is owned by the Council, creating more accommodation on site for the delivery of services to the community. A copy of the site map was circulated for information. Options included the redevelopment/relocation of the existing MUGA, playpark etc to free up the necessary space to extend the Community Centre.



Members were asked to consider 'in principle' approval, in order that this option can be fully explored.

Moved by Councillor Hogg  
Seconded by Councillor Scott and

**RESOLVED: that 'in principle' approval be granted so that the option to extend the existing Rathfern Community Centre may be fully explored.**

Councillor Goodman requested that his objection be recorded.

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

#### **10.8 L/LEI/VLC/5 – VALLEY LEISURE CENTRE – HEALTH SUITE**

Following the report to Operations Committee in September 2017 regarding the deterioration of the condition of the Health Suite at the Valley Leisure Centre it was agreed that its replacement would be deferred. Since that point, sales of the new Leisure memberships have been very strong and members of the Valley have expressed dissatisfaction that elements of the fitness suite are not useable yet they are paying full membership fees.

For Health and Safety reasons the Jacuzzi is not useable and the condition of the sauna and steam room are such that they are often out of service. In order to address the health and safety issues it would be necessary to invest in the health suite. The in-year leisure capital budget remains significantly underspent.

Moved by Councillor Blair  
Seconded by Councillor Hogg and

**RESOLVED: that a full Business Case and Economic appraisal for the replacement of the Health Suite at the Valley Leisure Centre be brought to Committee in January 2018 .**

*ACTION BY: Matt McDowell, Head of Leisure*

#### **ITEMS FOR INFORMATION**

#### **10.9 G/MSMO/49 CORRESPONDENCE FROM NEWTOWNABBEY FOODBANK**

Members were reminded that the Mayor had chosen to support Foodbanks across the Borough during his term in office. An article was published in Borough Life in August 2017 and a number of "Foodbank Friday" collections were being organised with staff, Members and the public in aid of local Foodbanks; the most recent being in support of Newtownabbey Foodbank on Friday, 24 November 2017.

Correspondence had been received from the Secretary of Newtownabbey Foodbank thanking the Council for its support, and also advising that as a result of the 153.8 kg donation, three meals a day for three days for four families could now be provided. Correspondence circulated for Members' information.

Moved by Alderman Smyth  
Seconded by Councillor Clarke and

**RESOLVED: that the correspondence be noted.**

Members thanked the Mayor for his continued support for this initiative.

*NO ACTION*

#### **10.10 AC/GEN/36 EUROPEAN CAPITAL OF CULTURE 2023**

Correspondence had been received from Suzanne Wylie, Chief Executive of Belfast City Council and John Kelpie, Chief Executive of Derry City and Strabane District Council thanking their partners for their contribution to date in their efforts to become European Capital of Culture in 2023 (*circulated*).

A series of follow up partner workshops were proposed for the New Year to update on the status on the competition and begin to plan for the future.

Moved by Councillor Brett  
Seconded by Councillor Duffin and

**RESOLVED: that the correspondence be noted.**

*NO ACTION*

#### **10.11 L/LEI/340 NI COMMONWEALTH GAMES COUNCIL- TEAM NI ANNOUNCEMENT**

Council approved financial support for up to 10 participants from the Borough (Athlete, Coach or Official) to attend the 2018 Games, through the Leisure Grants Programme, for qualifiers for the Commonwealth Games. The Games are due to take place in Queensland's Gold Coast from 4<sup>th</sup> to 15<sup>th</sup> April 2018.

The 'TEAM NI' announcement will take place on Wednesday 3<sup>rd</sup> January 2018 at 10.30am. The Northern Ireland Commonwealth Games Council had requested to host this event in conjunction with Council at Theatre at the Mill and that the Mayor welcomed delegates to the event as part of proceedings. Over 40 Athletes, Coaches and officials from each of the Governing bodies would attend, with the BBC televising the event.

Members would receive an invitation to the event.

Moved by Councillor Michael  
Seconded by Councillor Ross and

**RESOLVED: that the report be noted .**

NO ACTION

## 10.12 FI/FIN/4 BUDGET REPORT – NOVEMBER 2017

A budget report for November 2017 was circulated for Members' information.

For the period, the Council's variance on Net Cost of Services was £1.3m favourable, with income from the District Rates and De-Rating Grant being in line with their respective budgets.

Should this favourable variance on services continue to the end of the financial year, this would result in an increase to the General Fund of £523k against a budgeted decrease of £757k.

Moved by Councillor Maguire  
Seconded by Councillor Lynch and

**RESOLVED: that the report be noted.**

Members noted the continued increase in the favourable variance and requested that this be considered during the rates estimate process. Members thanked and congratulated Officers for the savings achieved to date.

*ACTION BY: John Balmer, Head of Finance*

The Mayor advised that the Motion would be taken at this point of the meeting.

## 11. MOTION

*Anti-sectarianism*

Proposed by           Councillor Michael Goodman  
Seconded by          Councillor Anne Marie Logue

*“ In the aftermath of the intimidation of families from a shared housing development in Cantrell Close Belfast that this council acknowledges the recent statement by the six main party leaders pledging their support for `citizens to live in a society without fear of intimidation, free from sectarianism and condemn all forms of sectarianism, intolerance and threats of violence` That this council also affirms the principle of the Good Friday Agreement which promised to citizens `the right to freely choose one`s place of*

residence` and the `right to freedom from sectarian harassment` and pledges its support for;

- The right to employment free from sectarian discrimination, intimidation and attack.
- The right to housing and to live in your home free from sectarian attack, intimidation or any other discrimination.
- The right to free association, recreation and to socialise at places of choice free from sectarian attack, intimidation or other discrimination.
- The right to practise religious faith and worship free from sectarian attack, intimidation or other discrimination.
- The duty to report or challenge sectarian speech, attack, intimidation, or other discrimination when witnessed or heard"

#### **AMENDMENT**

Proposed by            Councillor Brett  
Seconded by         Councillor Ross

*" In the aftermath of the intimidation of families from a shared housing development in Cantrell Close Belfast and Felden in Newtownabbey, and other areas across Northern Ireland, this Council acknowledges the recent statement by the six main party leaders pledging their support for `citizens to live in a society without fear of intimidation, free from sectarianism, racism and homophobia, and condemns all forms of sectarianism, intolerance and threats of violence`. That this Council also affirms the principle of Agreements which promised to citizens `the right to freely choose one`s place of residence` and the `right to freedom from sectarian harassment` and pledges its support for the following;*

- The right to employment free from sectarian discrimination, intimidation and attack.
- The right to housing and to live in your home free from sectarian attack, intimidation or any other discrimination.
- The right to free association, recreation and to socialise at places of choice free from sectarian attack, intimidation or other discrimination.
- The right to practise religious faith and worship free from sectarian attack, intimidation or other discrimination.
- The duty to report or challenge sectarian speech, attack, intimidation, or other discrimination when witnessed or heard.

- *The removal of territory marking in our society which leads to people being driven from their homes or workplaces.*

Furthermore, this Council reiterates its opposition to;

- *Terrorist crimes past and present, and*
- *The continued glorification of terrorism by political parties, exemplified by the decision of Newry, Mourne and Down District Council to allow a children's play park to be named after a convicted terrorist."*

On the Amendment being put to the meeting, and a recorded vote having been requested, Members voted as follows:

<b>In favour of the Amendment 26 Members viz</b>	<b>Against the Amendment 3 Members viz</b>	<b>Abstentions 4 members viz</b>
Aldermen - Swann, Smyth, Ball, Girvan, DeCourcy, Barr, Campbell, Councillors - Hamill, McWilliam, Hollis, Arthurs, Michael, Montgomery, Ritchie, Maguire, Rea. Magill, Girvan, Greer, Clarke, Brett, Scott, Ross, Ball, Hogg, Blair,	Councillors - Cushinan, Goodman and Logue	Councillors - Bingham, Lynch, Burns and Duffin

The Amendment was accordingly declared carried.

The Amendment was then put to the meeting as the Substantive motion and agreed.

**The Amendment was accordingly declared carried as the substantive motion.**

Councillors Logue, Goodman and Cushinan requested that their objections be recorded.

NO ACTION

**MOTION TO PROCEED 'IN COMMITTEE'**

Moved by Councillor Magill  
Seconded by Councillor McWilliam and

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

**10.13 IN CONFIDENCE FI/PRO/10/171 PROCUREMENT OF DISTRIBUTION SERVICES FOR TRIPLE STACK EXPANSION**

**Contract Period 5 January 2018 to 31 December 2018 (with an option to extend for a further twelve-month period, in 3 month increments, subject to performance and review)**

As part of the expansion of the Triple Stack Programme for the remaining areas of legacy Newtownabbey, Council requires a number of bespoke services to assist with the distribution of the containers. Council does not have sufficient existing internal resources to complete the required tasks without the significant disruption to street cleansing and waste collection services and therefore has sought to procure the following services in two lots:

1. Landfill Bin Swap - the exchange of the existing residents' 240L black bins for a new 180L bin;
2. Triple Stack Delivery - the build and distribution of the triple stack units.

Two tenders from two separate companies were opened via the E-Tenders NI Portal on 8 December 2017 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, previous relevant experience, operator's licence 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**

LOT 1 - Landfill Bin Swap

Only one tender was received for this Lot and it was evaluated on a pass/fail basis for confirmation of compliance with the specification and end destination of redundant containers. The tenderer met the requirements of this stage and proceeded to the next stage of evaluation for this Lot.

LOT 2 - Triple Stack Delivery

Only one tender was received for this Lot and it was evaluated on a pass/fail basis for confirmation of compliance with the specification. The tenderer met

the requirements of this stage and proceeded to the next stage of evaluation for this Lot.

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

The tenders were evaluated per Lot on the basis of service delivery proposals (30%) and cost (70%).

LOT 1: LANDFILL BIN SWAP

Supplier	Quality Assessment (out of 30%)	Cost Assessment (out of 70%)	Total % Score	Total Estimated Cost LOT 1 (£) (Excl VAT)
Avenue Recycling Ltd	30	70	100	£ [REDACTED]

LOT 2: TRIPLE STACK DELIVERY

Supplier	Quality Assessment (out of 30%)	Cost Assessment (out of 70%)	Total % Score	Total Estimated Cost LOT 2 (£) (Excl VAT)
Bryson Recycling	30	70	100	£ [REDACTED]

The total estimated cost is calculated from the remaining proportion of legacy Newtownabbey to be covered by the Triple Stack expansion programme. This equates to approximately 20,500 households. This further expansion has been approved through the capital programme although external funding will be sought, were possible, to reduce the financial burden on Council.

Moved by Alderman Smyth  
Seconded by Councillor Bingham and

**RESOLVED:** that having achieved the highest scores the following lots are awarded; Lot 1 – Landfill Bin Swap to Avenue Recycling Ltd; Lot 2 – Triple Stack Delivery to Bryson Recycling, both are appointed for the period 5 January 2018 to 31 December 2018 (with an option to extend for a further twelve-month period, in 3 month increments, subject to performance and review and at the tendered rates).

ACTION BY: Sharon Logue, Procurement Manager

**10.14 IN CONFIDENCE L/CP/6/VOL2 OFF-STREET CAR PARKING – CONTRACT BACKGROUND**

Members were reminded that to ensure continuity of service each of the 11 councils agreed to enter into an agency agreement with the Department for

Infrastructure (DfI) to manage enforcement and penalty charge processing following the transfer of off street car parking. Approval was given for this agreement to be extended in October 2016 for a further 3 years during which time councils could consider how best to proceed – either through a further extension of the current contract or terminating and putting in place alternative arrangements.

In April 2017 the Council agreed to contribute to the cost of a report assessing delivery options for management of car parking beyond the contract end in October 2019. All 11 councils agreed to participate. Later following a car park workshop it was agreed that consultants would be engaged to carry out a complete evaluation of Council's car parking requirements with a view to making recommendations on charging, need, future provision, etc. This work is ongoing and will be reported to Council in the new year.

The report commissioned by the Regional Car Parking group had now been completed by AECOM (circulated). The report, which remains confidential whilst it is being taken through each Council's governance cycle, focuses on three key areas, identification across all 11 councils of common and individual issues and an assessment of the benefit of collective action as well as consultation with DfI and others experienced in delivering parking; identification of best practice including use of technology and feasibility examples of best practice.

A total of 7 options for the future management of enforcement and penalty charge processing were considered:-

1. Renew existing contract with DfI/NSL
2. a) Privately Delivered Service excluding debt collection;
- 2 b) Privately Delivered Service (alternative provider) excluding debt collection;
4. Conversion to Pay on Foot;
5. Partial conversion to Pay on Foot and remainder DfI Pay & Display;
6. Bay sensors and Automatic Number Plate Recognition enforcement; and
7. Camera Monitoring and manual enforcement.

For Members' information, a projection of costs and income for the current financial year was set out below. The income was based on the actual figures received the over 8 months to date and then multiplied up to 12 months. There are currently 4 car parks which are charged, Railway Street, Antrim, The Square and Harrier Way, Ballyclare and Shore Road, Whiteabbey Village.

	Remain in Contract £'k	Drop out of Contract £'k
Expenditure - Council Incurred (Reactive maintenance (£25k, electricity £6.5k, rates £22.2k, insurance £881)	55	55
Expenditure - Transport NI	49	*



	Remain in Contract £'k	Drop out of Contract £'k
(for all car park management services)		
<b>Total Expenditure</b>	<b>104</b>	<b>55</b>
Transferred Functions Grant	68	68
Car Park Income Railway St Antrim (£19K) Harrier Way Ballyclare (£35.7k) Market Square Ballyclare (£28.7k) Shore Road Whiteabbey (£13.5k) <b>Totals</b>	<b>(97)</b>	<b>(97)</b>
PCN Income	<b>(33)</b>	*
<b>Total Income</b>	<b>(62)</b>	<b>(29)</b>
<b>Net Position</b>	<b>42</b>	<b>26*</b>

\* Cost of enforcement/income/net position depends on Council's decision in relation to charging and type of enforcement agreed

#### **BENEFICIAL OPTIONS FOR ANTRIM AND NEWTOWNABBEY BOROUGH**

The most beneficial options were identified by AECOM for Council as options 1 (Renew existing contract with DfI/NSL), 6 (Bay sensors and Automatic Number Plate Recognition enforcement) and 7 (Camera Monitoring and manual enforcement).

Option 1 means that Council would continue to be part of the current contract whilst options 6 and 7 would mean Council withdrawing from the contract from October 2019 and making its own arrangements for enforcement and PCN issuing and processing.

With the current contract none of the councils can influence the contractor due to the contractual relationship being between the Department and NSL. From an operational point of view the type of management information we would normally expect cannot be provided and flexibility around technology and type of enforcement and PCN processing are restricted. In addition, the number of car parks/spaces transferred to council is relatively small compared to other councils so a large joint contract is not proportionate to the facilities, which have been transferred (11 out of 334 car parks). In addition, due to the small number of car parking for which charges are levied, the need for enforcement and PCN processing is also relatively minor.

Options 6 and 7 are worth considering but there may be other ways to manage car parks which need to be considered to meet council's specific needs. Officers would therefore recommend giving notice of Council's intention to withdraw from the Regional contract in favour of making its own arrangements for enforcement having considered all options. Should on street car parking

be transferred to councils at some future date arrangements would have to be considered for enforcement of both at that point.

Should Council approve withdrawal from the Regional Contract Officers would explore the options for enforcement and PCN processing in the context of the current AECOM report on car parking in the Borough.

Moved by Councillor Brett  
Seconded by Alderman Smyth and

**RESOLVED: that Council gives notice to the Department for Infrastructure of its withdrawal from the Regional Contract for Off Street Car Park Management from October 2019.**

*ACTION BY: Ivor McMullan, Head of Parks*

#### **10.15 IN CONFIDENCE FI/PRO/TEN/126 & CD/PM/19 TENDER FOR NEW PLAY AREA AT ANTRIM LOUGHSHORE PARK**

Members were reminded that in February 2016 the Council approved a budget of £[REDACTED], to construct a new play area at Antrim Loughshore Park. Additional funding of £[REDACTED] was approved in May 2017 for the addition of a wheelchair accessible swing unit to be installed. This provided a total approved budget of £[REDACTED] for works and fees.

#### **PROJECT SCOPE**

The scope of the work includes the installation of new play equipment based upon a nautical theme highlighting the Loughshore location. Key items are a large accessible boat, a lighthouse, accessible wheelchair swing, swings, climbing frames, safety surfacing, seating and a boundary fence as enclosed.

#### **PROCUREMENT**

McAdam Design was appointed in December 2016 to assist the Capital Development section in the preparation of the detailed contract documents.

8 contractors returned completed Pre-Qualification Questionnaires (PQQs) by 13 April 2017 for inclusion in a select list of contractors.

The completed PQQs were evaluated on a Pass/Fail basis using criteria of general information, past performance, economic and financial standing and professional conduct, Health and Safety and Declarations. Active Maintenance Solutions Ltd failed the initial evaluation stage due to having an unacceptable Works Experience Category for this type of project. The remaining 7 contractors passed this stage of the assessment and proceeded to be evaluated on the basis of technical ability as follows:

<b>Contractor</b>	<b>Evaluated Score (0-5)</b>	<b>Invited to Submit Tenders</b>
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[REDACTED]	4	YES
Garden Escapes Ltd	3	YES
[REDACTED]	4	YES
[REDACTED]	5	YES
[REDACTED]	3	YES
[REDACTED]	3	YES
[REDACTED]	1	NO

6 out of the 7 firms having achieved a score of 2 and above, passed the PQQ stage and were invited to submit tenders for the project.

Tender Documents were issued to the 6 firms on 13 September 2017 with 5 tenders being submitted by the closing date of 6 October 2017.

The tenders were assessed on cost only as detailed below.

Contractor	Tendered Total of the Prices (exc. VAT)	Model Compensation Event Total*	Tender Assessment Total Price	Rank
[REDACTED]	£ [REDACTED]	£ [REDACTED]	£ [REDACTED]	1
Garden Escapes	£ [REDACTED]	£ [REDACTED]	£ [REDACTED]	2
[REDACTED]	£ [REDACTED]	£ [REDACTED]	£ [REDACTED]	3
[REDACTED]	£ [REDACTED]	£ [REDACTED]	£ [REDACTED]	4
[REDACTED]	£ [REDACTED]	£ [REDACTED]	£ [REDACTED]	5

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

## TENDER ANALYSIS

The tenders were assessed on the basis of lowest acceptable tender assessment total price as described in the tender documents subject to the play equipment proposed complying with the specification or similarly approved.

The lowest tender assessment total price of £ [REDACTED] was received from [REDACTED]. A number of clarifications were sought and following a detailed evaluation of the tender, the evaluation panel concluded that the tender from [REDACTED] did not consistently meet the required specification for the works and was therefore rejected.

The second lowest tender assessment total price was received from Garden Escapes. A number of clarifications were requested by the evaluation panel and satisfactory responses received. Following a detailed evaluation of the tender the evaluation panel concluded that the tender from Garden Escapes consistently met the required specification for the works and was therefore

recommended for acceptance. The tender submission from Garden Escapes was taken forward for comparison against the approved budget.

### **COST SUMMARY**

The current approved budget is £[REDACTED]

The following predicted cost based on the tender from Garden Escapes, is as follows:

Tendered Total of the Prices	£ [REDACTED]
Model Compensation Event Total ( <b>contingency for unforeseen items</b> )	£ [REDACTED]
Tender Assessment Total Price	£ [REDACTED]
Professional fees	£ [REDACTED]
<b>Total Predicted Project Cost</b>	<b>£ [REDACTED]</b>
<b>Approved Budget (Works and Fees)</b>	<b>£ [REDACTED]</b>

The predicted cost is estimated to be £[REDACTED] above the approved budget of £[REDACTED] for works and fees.

### **FOR CONSIDERATION**

**Option 1** The full scope of works as tendered giving a total predicted project cost of £[REDACTED] for works and fees. This is £[REDACTED] (14%) above the approved budget of £[REDACTED] but maintains the play value of the original brief.

**Option 2** To align with the approved budget of £[REDACTED] whilst retaining most of the play value of the scheme it is proposed that 2 pieces of play equipment are removed. The 2 play items identified are the Lighthouse and the Toddler Climbing Frame as highlighted on the (circulated attachment). This would provide savings in the order of £[REDACTED]. In addition there are a number of re-measurable civil engineering items for example earth works totalling approximately £[REDACTED] which may not be fully expended and offer potential further savings.

#### **Cost Summary for the revised Scope of Works Option 2 (Omitting the Lighthouse and Toddler Climbing Frame)**

The revised predicted cost based on the tender from Garden Escapes, is as follows:

Tendered Total of the Prices	£ [REDACTED]
Model Compensation Event Total ( <b>contingency for unforeseen items</b> )	£ [REDACTED]
Tender Assessment Total Price	£ [REDACTED]
Omit Lighthouse and Toddler Climbing Frame (estimated)	£ [REDACTED]
Professional fees	£ [REDACTED]
Revised Predicted Project Cost Option 2	£ [REDACTED]

This is £[REDACTED] (4%) above the approved budget.

### **PROGRAMME**

It was envisaged that construction of the play area will commence in February 2018 and be completed by June 2018.

Moved by Alderman Smyth  
Seconded by Councillor Brett and

**RESOLVED: that Option 2 be progressed:-**

- i. The tender for the works from Garden Escapes be approved for a tendered total price of £[REDACTED] giving a tender assessment total price of £[REDACTED].**
- ii. Council Officers agree with Garden Escapes a compensation event to the total of approximately £[REDACTED] for the omission of the Lighthouse and Toddler Climbing Frame to comply as far as possible with the approved budget of £[REDACTED] for works and fees.**
- iii. The total revised budget (Works and Fees) based on the tender from Garden Escapes and the proposed omitted play equipment be increased to £[REDACTED]**

*ACTION BY: Denis O'Donnell, Capital Project Officer*

#### **10.16 IN CONFIDENCE FI/PRO/TEN/134 TENDER FOR PEACE IV LEADERSHIP AND LIFESKILLS PROGRAMME**

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

Tenders for the Children and Young People Programme 4 - Leadership and Life Skills Programme were invited on 20<sup>th</sup> October via e-SourcingNI and sign-posted on e-SourcingIE and e-TendersNI. The closing date was 20<sup>th</sup> November 2017.

One tender submission was received for this programme.

Members were advised that the scoring panel considered the submission in two stages:

Stage 1 – Selection Stage: The tender was evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical Capacity and Capability of the Team, Technical Capacity and Capability of

the Team Leader, and declarations and form of tender. The tender met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

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

<b>Tenderer</b>	<b>Total Cost (£) (excl. VAT)</b>	<b>Total Score %</b>	<b>Rank</b>
Todds Leap Ltd	£84,322	86%	1

The PEACE IV Partnership approved the recommendation for appointment of Todd's Leap Ltd at a cost of £84,322 to deliver the CYP Programme 4 – Leadership and Life Skills Programme on 12 December 2017, subject to Council approval.

Moved by Councillor Brett  
Seconded by Councillor Hollis and

**RESOLVED: that Todds Leap Ltd be appointed to deliver the CYP Programme 4 – Leadership and Life Skills Programme at a cost of £84,322.**

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

#### **10.17 IN CONFIDENCE FI/PRO/TEN/135 TENDER FOR PEACE IV SHARED SPACES AND SERVICES PROGRAMME 1A - COMMUNITY CONNECTIONS PROGRAMME**

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

Tenders for the Shared Spaces and Services Programme 1a – Community Connections Programme were invited on 20<sup>th</sup> October via e-SourcingNI and sign-posted on e-SourcingIE and e-TendersNI. The closing date was 20<sup>th</sup> November 2017.

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

Stage 1 – Selection Stage: The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, Technical

Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. Both tender submissions met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2.

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

<b>Tenderer</b>	<b>Total Cost (£) (excl. VAT)</b>	<b>Total Score %</b>	<b>Rank</b>
Blu Zebra Limited	£37,740	80.92%	1
██████████	£██████	72.88%	2

The PEACE IV Partnership approved the recommendation for appointment of Blu Zebra Ltd at a cost of £37,740 to deliver the Shared Spaces and Services Programme 1a – Community Connections Programme on 12 December 2017, subject to Council approval.

Moved by Councillor Brett  
Seconded by Councillor Bingham and

**RESOLVED: that Blu Zebra Ltd be appointed to deliver the Shared Spaces and Services Programme 1a – Community Connections Programme at a cost of £37,740.**

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

#### **10.18 IN CONFIDENCE FI/PRO/TEN/146 TENDER FOR PEACE IV BUILDING POSITIVE RELATIONS DIALOGUE PROGRAMME**

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

Tenders for the Building Positive Relations Programme 1 – Dialogue Programme were invited on 20<sup>th</sup> October via e-SourcingNI and sign-posted on e-SourcingIE and e-TendersNI. The closing date was 20<sup>th</sup> November 2017.

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

Stage 1 – Selection Stage: The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, management systems and practices, previous relevant experience, , Technical Capacity and Capability of the Team, Technical Capacity and Capability of the Team Leader, and declarations and form of tender. One tender submission met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2 – Award Stage. One tender did not satisfy the selection criteria and therefore did not proceed to Stage 2.

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

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
Copius Advisory Services	£96,500	78%	1
████████████████████	£████████	Stage 1 Fail	N/A

The PEACE IV Partnership approved the recommendation for appointment of Copius Advisory Services at a cost of £96,500 to deliver the Building Positive Relations Programme 1 – Dialogue Programme on 12 December 2017, subject to Council approval.

Moved by Councillor Hollis  
Seconded by Councillor Brett and

**RESOLVED: that Copius Advisory Services be appointed to deliver the BPR Programme 1 – Dialogue Programme at a cost of £96,500.**

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

**10.19 IN CONFIDENCE FI/PRO/TEN/147 TENDER FOR PEACE IV BUILDING POSITIVE RELATIONS - CAPACITY BUILDING AND ENGAGEMENT PROGRAMME**

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

Tenders for the Building Positive Relations Programme 2 – Capacity Building and Engagement Programme were invited on 20<sup>th</sup> October via e-SourcingNI and sign-posted on e-SourcingIE and e-TendersNI. The closing date was 20<sup>th</sup> November 2017.



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

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

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

Tenderer	Total Cost (£) (excl. VAT)	Total Score %	Rank
LEDCOM	£69,555.00	74%	1
████████████████████ ██████	£██████	Stage 1 Fail	N/A

NB. Each submission excludes the anticipated Resource Allocation budget of £██████ which will be managed by Antrim and Newtownabbey Borough Council.

The PEACE IV Partnership approved the recommendation for appointment of LEDCOM at a cost of £69,555 to deliver the Building Positive Relations Programme 2 – Capacity Building and Engagement Programme on 12 December 2017, subject to Council approval.

Moved by Councillor Brett  
Seconded by Councillor Hollis and

**RESOLVED: that LEDCOM be appointed to deliver the Building Positive Relations Programme 2 – Capacity Building and Engagement Programme at a cost of £69,555.**

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

**MOTION TO PROCEED 'OUT OF COMMITTEE'**

Moved by Councillor Brett  
Seconded by Councillor Scott and

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

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

The Mayor extended an invitation to the Mayor's Parlour for refreshments after the meeting and, on behalf of himself and the Deputy Mayor, wished all present a Happy Christmas and a prosperous and peaceful New Year.

The meeting concluded at 8.20 pm.

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**MAYOR**

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