



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

- In the Chair** : The Mayor (Councillor P Hamill)
- Members Present** : Aldermen – F Agnew, W Ball, P Barr, T Burns, T Campbell, M Cosgrove, 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, N Kells, N Kelly, A Logue, R Lynch, M Magill, M Maguire, J Montgomery, S McCarthy, N McClelland, V McWilliam, P Michael, M Rea, D Ritchie, S Ross, J Scott and W Webb.
- In Attendance** : NI Water – Paul Davison (Head of Water Capital Procurement), Maynard Cousley (Water Supply Senior Manager), Dr Steve Blockwell (Head of Investment Management)
- Officers Present** : Chief Executive - J Dixon
Director of Operations - G Girvan
Director of Finance and Governance – C Archer
Director of Organisation Development – A McCooke
Head of Governance – L Johnston
Head of Finance – J Balmer
Head of Communication and Customer Services – T White
Borough Lawyer – P Casey
ICT Officer – C Bell
Paralegal - D Nelson
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 Rev Dr Ivan Neish.

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

The Mayor congratulated Randalstown on achieving Gold and Joint Best in the Small Town Category in the Britain in Bloom Awards 2017 in Llandudno, Wales. Members thanked staff and Tidy Randalstown for their work in relation to this.

The Mayor and Members welcomed Councillor Stephen McCarthy to his first Council meeting.

2 APOLOGIES

None.

3 DECLARATIONS OF INTEREST

Alderman Burns – Item 5

Alderman Webb – Items 9.17 and 9.29

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Councillor Duffin

Seconded by Councillor Blair and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 25 September 2017 be taken as read and signed as correct.

NO ACTION

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Kelly

Seconded by Councillor Rea and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 2 October 2017 be approved and adopted.

NO ACTION

6 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION MEETING

Moved by Councillor Clarke
Seconded by Councillor Greer and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting Monday 9 October 2017 be approved and adopted.

NO ACTION

7 MINUTES OF THE POLICY & GOVERNANCE COMMITTEE MEETING

Moved by Councillor Kells
Seconded by Councillor Hollis and

RESOLVED - that the Minutes of the proceedings of the Policy & Governance Meeting of Tuesday 10 October 2017 be approved and adopted.

NO ACTION

8(a) MINUTES OF THE PLANNING COMMITTEE, PART 1

Moved by Councillor Brett
Seconded by Councillor Bingham and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 23 October 2017, Part 1 be taken as read and signed as correct.

NO ACTION

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

Moved by Councillor Brett
Seconded by Councillor Bingham and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 23 October 2017, Part 2 be approved and adopted.

NO ACTION

PRESENTATION

9.1 PRESENTATION BY NI WATER

A presentation was made by representatives of NI Water regarding service provision and developments. The representatives answered Members' questions and agreed to respond to queries raised by Members on an individual basis.

The Mayor thanked NI Water representatives for their presentation and they left the meeting.

LEGAL

9.2 TO APPROVE THE SEALING OF DOCUMENTS

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

1. Antrim Forum - Replacement Sports Floor Contract.
2. Grange Land Replacement Bridge Contract.
3. Wayleave Agreement between Council and Wilden Construction Ltd regarding a storm drain at Hazelbank Park.

Moved by Councillor Duffin
Seconded by Councillor Kells and

RESOLVED - that the Sealing of Documents be approved.

ACTION BY: Paul Casey, Borough Lawyer

ITEMS FOR DECISION

9.3 CE/GEN/4 TRANSPORT NI - PROPOSED DISABLED PARKING BAY - NO. ■ MONKSTOWN GARDENS, NEWTOWNABBEY

Correspondence had been received from Transport NI outlining details of their proposal to reserve an on-street disabled parking space outside number ■ Monkstown Gardens, Newtownabbey (copy letter and map circulated).

A letter confirming that the Council was in agreement with this proposal was requested.

Moved by Alderman Barr
Seconded by Councillor McClelland and

RESOLVED that Transport NI's proposal be accepted.

ACTION BY: Member Services

**9.4 CE/GEN/4 TRANSPORT NI - PROPOSED DISABLED PARKING BAY - NO. ■
RATHMORE DRIVE, NEWTOWNABBEY**

Correspondence had been received from Transport NI outlining details of their proposal to reserve an on-street disabled parking space outside number ■ Rathmore Drive, Newtownabbey (copy letter and map circulated).

A letter confirming that the Council was in agreement with this proposal was requested.

Moved by Councillor Hollis
Seconded by Councillor Bingham and

RESOLVED: that Transport NI's proposal be accepted.

ACTION BY: Member Services

**9.5 CE/GEN/4 TRANSPORT NI – PROPOSED NO WAITING AT ANYTIME MARKINGS
ON RIVERSIDE, ANTRIM**

Correspondence had been received from Traffic Management, Transport NI advising of proposals to install No Waiting at Anytime markings from the existing No Waiting at Anytime marking at No 1 to 15m past the junction of Riverside Mews (circulated).

Moved by Councillor Kells
Seconded by Councillor Kelly and

RESOLVED: that Transport NI's proposal be accepted.

ACTION BY: Member Services

9.6 L/LEI/00/5 THE COURT OF THE UNIVERSITY OF ULSTER

Correspondence had been received from the University of Ulster inviting a nomination from Council to the University Court for the period 1 October 2017 to 20 September 2020 (copy correspondence and Statute circulated).

Members were advised that the previous term of office of the Court expired on 30 September 2016 but owing to the University of Ulster undertaking its own internal restructuring the term was extended by one additional year.

Moved by Councillor Hogg
Seconded by Councillor Webb and

RESOLVED: that Councillor Brett be nominated to the Court of the University of Ulster.

ACTION BY: Member Services

9.7 G-LEG-14/198 REQUEST FOR THE CONSTRUCTION OF A SUBSTATION AT BALLYEARL NEWTOWNABBEY

Officers had received a request from Northern Ireland Electricity Networks (NIE) to construct a substation on Council land at Ballyearl Arts and Leisure Centre, Newtownabbey. The location of the proposed substation was shown in green on the map circulated.

The works would include the construction of a substation with double leaf gate to facilitate off road parking for maintenance vehicles. There was a transformer unit on the site at present would be replaced with the proposed substation. NIE had identified the proposed site for its strategic position within the existing electrical network as it would better serve the area, and for its potential use for any future development in the area.

Technical Officers assessed the request by NIE and had no issues with their proposals. The proposed substation would not affect the use of the Council facility at Ballyearl.

If Members approved the request Officers would oversee the works. Officers would also seek a valuation from Land and Property Services regarding any compensation and/or annual amount to be paid to the Council for allowing NIE to utilise Council land.

Moved by Councillor Webb
Seconded by Councillor McClelland and

RESOLVED: that the works requested by NIE be approved subject to NIE agreeing to the following:

- 1. NIE to pay the Council compensation and/or an annual amount, if any, as assessed by Land and Property Services for the use of Council land.**
- 2. Indemnify the Council for any liabilities associated with the works.**
- 3. A Wayleave Agreement be agreed between the parties.**

ACTION BY: Paul Casey, Borough Lawyer

9.8 WM/WM/37 REFUSE & RECYCLING PUBLIC HOLIDAY COLLECTION ARRANGEMENTS FOR THE FESTIVE PERIOD

Council had originally approved public holiday collection arrangements up to 6 January 2018 in September 2016. However, Officers had revisited arrangements for 1 January on the legacy Antrim side and recommended that an amendment be made which would affect a relatively small number of people – who, if approved, would be notified via Borough Life, website and social media. The following was the proposed collection arrangements for legacy Antrim for New Year's Day collection arrangements (legacy Newtownabbey arrangements were included for completeness).

Public Holiday	Legacy Antrim	Legacy Newtownabbey
Monday 1 January 2018 (New Year's Day)	30 December 2017 (Saturday)	No Service with collections knocked on to the following day
5 January 2018 (Friday)	No alternative collection required	6 January 2018 (Saturday)

The rest of the 2018 public holiday collection arrangements to be presented to Committee in the near future.

Moved by Councillor Kells
Seconded by Alderman Girvan and

RESOLVED: that the revised collection arrangements for refuse and recycling bin collections scheduled for 1st January 2018 in Legacy Antrim be approved, as set out above.

ACTION BY: Michael Laverty, Head of Waste Management

Councillor Arthurs left the meeting at this point.

9.9 ED/REG/18 CITY DEAL REPORT

Members were reminded that in December 2016 the Council agreed to support a City Growth Deal for the greater Belfast area.

Following intensive engagement with key stakeholders including central and local government, the project was at a point where the formal approval of Councils to the first stage of the City Region Deal proposition was required.

A Key Points Paper in relation to the proposition was circulated.

1. The proposed geography for the City Deal includes the six councils of:
 - Antrim & Newtownabbey
 - Ards and North Down Borough Council

- Belfast City Council
 - Lisburn and Castlereagh City Council
 - Mid and East Antrim Borough Council
 - Newry, Mourne and Down District Council
2. The overarching objective is a commitment to 'more and better jobs, inclusive growth, improved skills and growth of domestic and foreign direct investment.'
 3. The key priority areas are Infrastructure, Innovation and Employability and Skills.

As Members were aware this emerging proposition would provide economic benefits to a geographic spread of over 1 million people and provided an opportunity to develop longer term spending and delivery plans which would be beneficial to the Belfast City Region and Northern Ireland as a whole.

In addition, a key element of any city deal was the financing arrangements and this deal had the potential to bring a large-scale investment of between £700m - £1b. Financial contributions would be required from each Council both in the short term to enable the development of a strong bid proposition but also in the longer term as any financial package would need to include a contribution from each Council. Finance Directors were beginning the process of financial modelling.

Moved by Councillor Brett
Seconded by Councillor Webb and

RESOLVED: that the Council formally agrees to proceed with the development of the First Stage of the Belfast City Deal proposition.

It was noted that the associated branding will be explored.

ACTION BY: Jacqui Dixon, Chief Executive

9.10 CP/P4/1/Vol 2 URBAN SPORTS PARK - WORKING GROUP

Members were reminded that a Letter of Offer for £3,063,346.40 from the Special European Union Programmes Body for the PEACE IV Local Action Plan was accepted by Community Planning and Regeneration Committee on 9 October 2017.

Within the Shared Spaces and Services theme of the PEACE IV Local Action Plan, the PEACE IV Partnership had secured funding to contribute to 3 capital shared space projects. It had been agreed that these projects would be managed and delivered by the Capital Projects Team which sits within the Council's Community Planning and Regeneration Department. The shared space capital projects were as follows:

- 1) Antrim Grammar / Parkhall College Development

- 2) Urban Sports Park at V36
- 3) Crumlin Glen Development

Only one of these projects, namely the Urban Sports Park, was at an advanced preparatory stage following a recent consultation event and completion of relevant research. It was recommended that a specific Urban Sports Park working group be set up to help steer this project that would be made up of the following membership:

- Macedon and Glengormley Urban District Electoral Area members
- 2 representatives from the PEACE IV Partnership
- Approximately 5 representatives from Special Interest Groups (Statutory Partners, Stakeholders and Schools).

Relevant Council Officers from the following sections would be invited to working group meetings where appropriate: Capital Projects, PEACE IV, Leisure Services and Community Planning.

Additional advice and recommendations would be sought from Otium Leisure Consultancy (currently completing preparatory engagement work across shared space projects) on the most appropriate representation from stakeholder groups.

Moved by Councillor Kells
Seconded by Alderman Cosgrove and

RESOLVED: that the Working Group as outlined be established.

ACTION BY: Andrew Irwin, Community Safety and Good Relations Manager

9.11 ED/REG/29 & LO/GA/123 FORMER GLENGORMLEY POLICE STATION & GREATER GLENWELL ROAD REDEVELOPMENT

Members were reminded that in December 2014 the Council agreed to purchase the former Glengormley Police Station in order to secure the site as a future regeneration location. This decision was informed by the Newtownabbey Regeneration Strategy and subsequent research and consultation with business owners and the public with a particular focus on the Greater Glenwell Road area. The rationale for purchasing the site was to avoid further piecemeal development of this key location and ensure that the opportunity to attract investment to the area, which would require a substantial and compact area of land/buildings, could be realised.

The concept for the Greater Glenwell Road area including the Police Station site was a commercial leisure development with associated eating venues and car parking. This use could, if realised, bring about the desired regeneration of the area, creating jobs, increasing footfall into the town, attracting new customers for existing businesses and establishing an attractive and welcoming 'entrance' to the Glenwell Road coming off the Antrim Road.

Following engagement with key property owners, it had been established that at this point in time there was not sufficient consensus amongst owners regarding the release of their properties to put together the land parcel needed for such a development. Officers had therefore been researching alternative options for the redevelopment of the area engaging closely with colleagues in the Department for Communities.

It was proposed that, in order to assess potential interest in the former Police Station site, an Expression of Interest process be initiated via public advertisement, which would enable all interested parties to submit their outline proposals for future use. It was further proposed that the following criteria be supplied to interested parties and used to assess the Expressions of Interest received:

- Nature of the scheme
- Proposed design of the scheme at this key location
- Estimated level of investment proposed for the scheme
- Direct contribution to the regeneration of Glengormley
- Number of jobs during construction and post construction
- Estimated increase in footfall into Glengormley Town Centre
- Delivered by the private sector or interest in working in partnership with the Council through a Joint Venture or similar model

A draft version of the advert was circulated. The results of this exercise would be reported to the Council and inform the next stage in the process.

Linked to the work on the former Police Station site, Members were aware that the Department for Communities had offered up to £150,000 which would be match funded by the Council, towards a Shop Front Improvement Scheme. This was focussed on the central block of shops in this area that houses Creative Tiles, Funworks, Jollyes etc to commence before the end of the current financial year.

This would build upon the success of previous Shop Front Schemes along the main arterial routes and public realm works in Portland Avenue and Carnmoney Road.

Members would also be aware of the significant concept plan for a major public realm scheme in Glengormley from 2019/20 currently being developed with the Department for Communities.

Moved by Councillor Goodman
Seconded by Councillor Cushinan

that this item be deferred

On the proposal being put to the meeting 3 Members voted in favour, 35 against and 1 abstention:

Accordingly the Mayor declared the proposal fallen

Moved by Alderman Cosgrove
 Seconded by Councillor Brett and

RESOLVED: that an Expression of Interest process be initiated based on the criteria outlined.

Councillor Goodman requested that his objection be recorded.

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

9.12 ED/TOU/37 ULSTER RALLY 2018 - REQUEST FOR SPONSORSHIP

The organisers of Ulster Rally had submitted a request to the Council to sponsor a 2 day 'International Permit' car rally in the Borough in August 2018 in the sum of £35,000. A similar request was to be submitted to Tourism NI for £30,000. The Ulster Rally was voted the best rally in the British Championship five times in the last 7 years and is the only event in the UK and Ireland to be a stage of all 3 premier Championships (the British Rally Championship, the Irish Tarmac Rally Championship and the FIA European Rally Championship) which guarantees high profile, high spending entries and media interest.

APPLICATION SUMMARY

Event Name	John Mullholland Motors Ulster Rally
Event Date	17 -18 August 2018
Locations	Various locations throughout Antrim and Newtownabbey Borough at venues to be agreed. 'Regroups' (extended control areas where cars are held for around ten minutes) are to be held in 2 different towns in the Borough on 17-18 August, with the start and finish elsewhere in the Borough.
Funding Request	£35,000 plus in-kind services for free use of Council facilities for scrutineering and overnight parking for one evening of the event; for a trailer park during the event, and; a room for team meetings.
Total Cost of Event	£173,000
Estimated Visitors	16,000 (5,000 from Antrim and Newtownabbey Borough, 5,000 from Northern Ireland and 6,000 outside Northern Ireland)
Estimated Participants	780 competitors and support crews (60 from Antrim and Newtownabbey Borough, 300 from Northern Ireland and 420 outside Northern Ireland). There will also be an additional 1,000 volunteers, media and events service providers.
Bednights in the Borough	Estimated 2,500 bednights - 1,900 of these within the Borough in hotels, guesthouses, B&B's and CAFRE for spectators, competitors, media, team sponsors, event staff/contractors and manufacturers.
Economic Impact	Accommodation for competitors, sponsors, support crews, media and visitors (estimate of numbers not

	provided). There will be corporate hospitality events in local hotels. The Ulster Rally team expands to 800 at the event and will hire local venues and other facilities for event support.
Marketing Budget	£31,000 - radio advertising, adverts in motorsport press, billboards, banners, posters and an 'On-Event' dedicated rally radio service (in August 2017, people from 18 different countries from the USA to Australia tuned into this live radio service). There will also be extensive digital and social media coverage as well as 60 minute post productions shown on a range of television channels.
Application Score (pass rate 50%)	Officers have assessed the application from Ulster Rally and it scored 68%

Members noted that the Ulster Rally was held in Antrim town from 2009 – 2012, and the organisers reported that the 2012 event generated spend of £1,056,831 in the legacy Antrim Borough Council area with room occupancy at 98.75% for local hotels and 93.4% for local guest houses and B&Bs. The organisers had also indicated their intention to hold the rally in Antrim and Newtownabbey Borough in 2019 and in 2020 if a level of sponsorship could be agreed with the Council.

Members were advised that the Corporate Event Sponsorship policy agreed in November 2016, enabled applicants to apply for up to £10,000 towards key event costs. Officers were however aware that a number of major events were interested in the Borough as a venue and therefore included £75,000 in the 2018/19 draft estimates for flagship events with no specified maximum award. The application received from the Ulster Rally organisers had been assessed against the agreed policy and if approved, would be funded from the Flagship Events budget.

MOTORSPORTS TASKFORCE RESEARCH

A Motorsport Taskforce, made up of officers from central and local government, had agreed to commission research into economic opportunities and safety issues around motorsport events across NI. The assignment would be carried out by the Strategic Investment Board with support from both universities. A report would be presented to the sponsoring Councils in due course setting out recommendations that can identify the economic opportunities that motorsport can offer to the NI economy and address safety issues. The Council had been asked to contribute £1,000 towards the cost of the assignment as had Causeway Coast & Glens, Lisburn & Castlereagh and Mid & East Antrim Councils.

Moved by Councillor Kells
Seconded by Councillor Blair and

RESOLVED: that

- i. a contribution of £1,000 be made towards the Motorsport Taskforce research into economic opportunities and safety issues around motorsports in Northern Ireland;
- ii. the Ulster Rally in 2018 in the Borough be sponsored in the sum of £35,000, from the Flagship Events budget, and free use of Council facilities for scrutineering and overnight parking for one evening of the event; for a trailer park during the event, and a room for team meetings be approved.

It was noted that all available accommodation in the Borough should be promoted to the organisers.

ACTION BY: Karen Steele, Tourism Town Centre and Regeneration Manager

9.13 ED/TOU/40 ULSTER AUTOMOBILE CLUB ‘EASTER STAGES RALLY’ 2018: REQUEST FOR SPONSORSHIP

The Ulster Automobile Club (UAC), Northern Ireland's longest established Motor Club, had submitted a proposal to the Council to sponsor an event in April 2018. The Club planned to run a closed road rally with up to 100 crews involving 7 competitive stages - 4 in Antrim and Newtownabbey Borough and 3 in Mid and East Antrim.

The rally is a two-part event and will be a televised stage of the Irish Tarmac Rally Championship. The organisers hoped to build a fan base for the event to promote Antrim and Newtownabbey and Mid and East Antrim as locations for competitive rallying early in the tourist season. The Ulster Automobile Club was also applying to Mid and East Antrim Borough Council and to Tourism NI for £20,000 each (decisions pending).

Members were advised that the Corporate Event Sponsorship policy agreed in November 2016, enabled applicants to apply for up to £10,000 towards key event costs. Officers were however aware that a number of major events were interested in the Borough as a venue and therefore included £75,000 in the 2018/19 draft estimates for flagship events with no specified maximum award. The application received from the Ulster Rally organisers had been assessed against the agreed policy and if approved, would be funded from the Flagship Events budget.

APPLICATION SUMMARY

Event Name	Ulster Automobile Club Easter Stages Rally
Event Date	Friday 6 April – Saturday 7 April 2018
Locations	Various locations throughout the Boroughs of Antrim and Newtownabbey and Mid and East Antrim. The Service Park is planned for The Junction, Antrim and organisers have suggested Mossley Mill (or another suitable venue) for the event start subject to agreement with the Council.

Sponsorship Request	£20,000
Total Cost of Event	£92,950
Estimated Visitors	Up to 10,000 (3,000 from Antrim and Newtownabbey Borough, 6,000 from Northern Ireland and 500 outside Northern Ireland).
Estimated Participants	1,000 competitors and support crews (100 from Antrim and Newtownabbey Borough, 500 from Northern Ireland and 400 outside Northern Ireland).
Bednights in the Borough	Estimated 800 bednights with an estimate of bednight revenues of c£52,000.
Economic Impact	£337,000 - the percentage return on investment based on the amount requested from the Council is £17 for every £1 of sponsorship using Tourism NI's economic calculator for events.
Marketing Budget	£21,000 - radio advertising, adverts in sports press and newspapers, flyers, social media and an event programme.
Application Score (pass rate 50%)	Officers have assessed the application from Ulster Automobile Club and it scored 65%.

Moved by Alderman Cosgrove
 Seconded by Councillor Kells and

RESOLVED: that sponsorship of the Ulster Automobile Club Easter Stages Rally 2018, in the sum of £20,000 from the Flagship Events budget, be approved.

It was noted that all available accommodation in the Borough should be promoted to the organisers.

ACTION BY: Karen Steele, Tourism Town Centre and Regeneration Manager

9.14 EH/EHS/CP/2 DEPARTMENT OF HEALTH CONSULTATION ON REGULATIONS RESTRICTING THE AGE OF SALE FOR NICOTINE INHALING PRODUCTS TO OVER EIGHTEENS

The use of nicotine inhaling devices, particularly e-cigarettes, has grown significantly in recent years. While e-cigarette use had been regarded as safer option than tobacco use, the long-term effects are still unknown. E-cigarettes do not contain many of the harmful components of tobacco, however they contain nicotine, which is highly addictive and according to the World Health Organisation (WHO), exposure to nicotine whilst in adolescence can lead to long term consequences for brain development. As a result, WHO recommends that the sale and/or distribution of e-cigarettes to minors is banned.

In addition to the long-term health implications, there are also concerns that e-cigarettes may act as a gateway into smoking.

The Department of Health was therefore proposing to introduce legislation in order to bring these products into line with other age-restricted products such

as tobacco and alcohol and was undertaking a consultation exercise, to seek views from interested parties on draft legislation.

The regulations proposed two new offences:-

- the sale of nicotine inhaling products to a person under the age of 18, and;
- the offence of purchasing a nicotine inhaling product on behalf of a person under the age of 18 (proxy purchasing).

A draft response to the Department of Health's Consultation document was circulated.

Moved by Councillor Kelly
Seconded by Councillor Logue and

RESOLVED: that the draft response to the Department of Health's Consultation on Regulations restricting the age of Sale for Nicotine Inhaling Products to Over Eighteens be approved.

ACTION BY: Colin Kelly, Environmental Health Manager (Commercial)

9.15 CP/CD/139 COMMUNITY DEVELOPMENT GRANT AID PROGRAMME 2017/18 – FUNDING RECOMMENDATIONS (SMALL GRANTS)

Members were reminded of the Small Grants Programme that was agreed by the Council in October 2014 as part of the Antrim and Newtownabbey Borough Council Community Development Grant Aid Programme. The purpose of the Small Grants programme was 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 2017/18 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 were subject to the receipt of all relevant supporting documentation otherwise the offer of funding would be withdrawn.

During the month of October 3 applications were received requesting a total of £1,500 and were assessed by Officers as outlined below:

Group Name/Project Promoter	Project Description/Title	Scored Percentage	Amount Requested	Amount Awarded
A Safe Space To Be Me	Small Seeding Grant for Insurance Costs	26%	£500	£0

Glengormley Methodist Church Fellowship Group*	Small Activity Grant for publicity for Christmas Tree Festival	46%	£500	£0
Mossgrove PTA	Small Activity Grant for a Family Christmas Craft Event and Fair	53%	£500	£500

**This group had previously submitted an unsuccessful application in September and did receive feedback before submitting the second application.*

The total budget available for Small Grants for the 2017/18 financial year was £11,570.93. The total amount of financial assistance awarded to date, including the above successful application, is £11,167.07, leaving a balance of £403.86 for the remainder of 2017/18. Members were advised that it would be necessary to close the Small Grants Programme for 2017/18 once the remaining budget was depleted.

Moved by Councillor Lynch
Seconded by Councillor Scott and

RESOLVED: that

i.the Small Grant award recommendations be approved;

ii.the Small Grants Programme for 2017/18 be closed once the remaining budget is depleted.

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

9.16 AC/GEN/36 EUROPEAN CAPITAL OF CULTURE FOR 2023

Members were advised that correspondence had been received from Belfast City Council and Derry City and Strabane District Council regarding their bid for the title of European Capital of Culture for 2023 (circulated).

The correspondence was requesting support from Antrim and Newtownabbey Borough Council during phase 2 of the Bid to help with the detailed programme of projects and events that take place during 2023 and beyond to ensure that the positive impacts of the programme were accrued across the region.

Moved by Alderman Cosgrove
Seconded by Councillor Blair and

RESOLVED: that Council supports the bid for the European Capital of Culture 2023 in principle.

ACTION BY: Ursula Fay, Head of Arts and Culture

Having declared an interest in the next item, Councillor Webb left the meeting.

9.17 AC/MU/5 THE WHITE HOUSE - PLANNING APPLICATION LA03/2017/0780/F

Members were advised that a planning application had been submitted relating to a residential property adjacent to the White House. The applicant was seeking to demolish an existing garage and erect a 2-storey extension to the side of the dwelling. The Council had been identified for notification as it is a property owner on neighbouring land and the block plans were circulated for Members' information.

Having reviewed the development proposal, Officers have not identified any detrimental impact upon the White House.

Moved by Alderman Cosgrove
Seconded by Councillor Blair and

RESOLVED: that no objection be made to the application.

ACTION BY: Ursula Fay, Head of Arts and Culture

Councillor Webb returned to the meeting.

9.18 AC/GEN/21 ARTS COUNCIL CHALLENGE FUND

Members were reminded that following submission of an application to the Arts Council Northern Ireland (ACNI) Arts Challenge Fund for £150,000, with match funding from DEA funding, ACNI had indicated that the programme of activity be delivered in a period of less than two years and that some elements of the application were ineligible.

Based on this new advice, a revised project plan was developed and, further to Committee approval in September, submitted to the ACNI. The revised programme required a budget of £245,280 for delivery over a 15-month period from January 2018 to end March 2019. Members were advised that the programme content had not been reduced, however delivery would be over a shorter time period. The anticipated level of activity across each DEA and level of impact was therefore unchanged.

The revised project plan was circulated for Members' information along with the budget. As requested by Members in September, the detail of programme delivery in each DEA would be developed in the period between now and Christmas and agreed with DEA groupings.

Members were informed that the ACNI had now approved the revised project plan and were offering the Council the full amount of £122,640

requested for delivery of the programme of activity over a 15-month period and the letter of offer was circulated for Members' information.

Acceptance of the letter of offer required a match funding commitment of £122,640, which was less than the £150,000 previously agreed. If approved £24,528 would need to be provided from the current year DEA budget to be matched by £24,528 of Arts Council funding with a further £98,112 provided from the DEA funding stream in the 2018/19 financial year and matched by the remaining £98,112 of Arts Council funding if acceptance of the grant was to be approved.

Moved by Councillor Logue
Seconded by Councillor McClelland and

RESOLVED: that Council accepts the offer of funding from ACNI, subject to a final decision on DEA funding in the current estimates process for 2018/19.

ACTION BY: Ursula Fay, Head of Arts and Culture

9.19 CE/GEN/4 THE ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010: PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS FOR SPECIAL EVENTS

Members were reminded that on 4 September 2017 Councils assumed responsibility for administering applications to hold special events on all public roads as defined by the legislation. Event organisers who wish to hold a special event on a public road must apply to Council for an Order to restrict or prohibit traffic/pedestrians. Council may grant such an Order following consultation, public notification to seek representations and the subsequent consent by the Department of Infrastructure.

The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 contains a number of provisions including allowing relevant local authorities to close roads, with the consent of the Department for Infrastructure, to facilitate special events. Special events were defined as any sporting event, social event, entertainment, or filmmaking.

A working group was established by SOLACE NI in February 2017 to ensure a consistent approach to the implementation of this legislation. A number of meetings had taken place and the group had met with a range of interested parties including Northern Ireland Film Industry, PSNI and the Parades Commission to consider the implications of the legislation.

The working group had now progressed the implementation of this legislation, to the point, where draft procedures, application forms and proposals for a fee structure had been produced. A flow chart setting out the process whereby a request comes to Council for consideration was circulated.

Fees

There would be additional costs for Council to administer this legislation, including advertisement fees. These costs could be recovered from the applicant or absorbed by Council. Events were distinguished as either large, commercial type events or small local community events. Fees were calculated on the basis of cost using estimated time spend on processing applications. The proposed fees consisted of an administration cost plus newspaper advertising costs as follows: -

Small local event – waive administration fee (approximately £165) and recoup cost of newspaper advertising (approximately £100).

Larger commercial event – recoup administration fee (approximately £165) and recoup cost of newspaper advertising (approximately £100).

Members were reminded that Council decided against setting fees associated with the Licensing of Pavement Cafes Act (Northern Ireland) 2014 last year in support of local businesses wishing to make an application for a Pavement Café. It was not anticipated that the legislation on the prohibition or restriction of public roads for special events would attract large numbers of applications. There had been a mixed response from other Councils in relation to the setting of fees under this legislation. Whilst some had set the fees as outlined above, others had waived the fees for small local events which tend to be organised by local community groups.

Delegated powers

In order to streamline the application process, it was proposed that Council delegates the decision to grant a Closure Order to the Head of Environmental Health where applications have been made without objection. Where written representations were made, the application would be referred to Council for decision.

Public liability insurance

It was proposed that Council seek a level of public liability insurance from applicants in line with that for other similar sized events.

Additional charge for cleansing

It was proposed that a refundable deposit for clean-up costs be sought from applicants.

Moved by Councillor Scott
Seconded by Alderman Cosgrove and

RESOLVED: that

a policy on the Prohibition or Restriction of Use of Public Roads for Special Events be deferred for consideration at the next Council meeting.

ACTION BY: Clifford Todd, Head of Environmental Health

9.20 CP/CP/3 DEA FUNDING PROGRAMME - PRIORITY PROJECTS

Members recalled the recent decision to put a number of projects 'on hold' until such time as the Council's financial position could be confirmed. The most recent batch of DEA schemes approved at the Community Planning and Regeneration Committee in September was affected by this decision. Upon review Officers identified 2 key projects which had exceptional pressure due to timing/staffing which may need to be facilitated as exceptional as follows;

1) Newtownabbey Men's Shed

Members were reminded that the Council had supported the establishment and development of Newtownabbey Men's Shed, a social enterprise that works with isolated men to provide opportunities to socialise and develop practical skills. In 2015, the Council provided £5,000 to assist the group in opening up new premises at Merville House, where men were recruited to learn skills in woodcraft. The group had also received funding through the Council's Premises and Community Outreach grant schemes in 2017 totalling £3,500 (Premises) and £1,900 (Community Outreach).

Newtownabbey Men's Shed recently had to vacate Merville House and had moved to temporary premises in Valley Business Park but a long-term solution to their accommodation requirements needed to be identified. The Council's premises grant covered space rental costs at Valley Business Park to the end of August (£600 per month) plus electricity costs (estimated at £100 per month).

In May it had been agreed at Council that referral would be made to DEA members to consider funding through the DEA programme for the period 1 September to 31 March. The first opportunity to do this was at the DEA Funding workshop in late August/early September.

It was agreed by Members for Macedon and Threemilewater, that funding of up to £4,900 would be allocated to Newtownabbey Men's Shed to support their contribution to addressing issues such as social isolation, mental health issues in the area.

Funding was provided subject to:

- the completion of a business plan to establish the sustainability of the group from 2018 onwards;
- letter of offer conditions ensuring services were developed and numbers benefited were increased by end March 2018;
- the group would strictly not be funded for similar purposes in the future.

2) Newtownabbey Family Support BOOST project

Antrim and Newtownabbey Borough Council had funded the Barnardo's Family Learning programme for the period 1 November 2015 to 30 June 2017. (£48,665 in 2015/16 and £63,585 in 2016/17 and £19,000 in 2017/18)

The impact of this programme had been demonstrated through:

- improved literacy and numeracy attainment for children
- increased engagement of parents in their children's learning

Funding had been requested for a further academic year at a total cost of £76,000.

This would support the **BOOST** programme in four primary schools in Rathcoole and Monkstown for up to 90 pupils, including:

- two graduate teacher interns working with pupils identified as under-achieving, delivering literacy and numeracy improvement sessions;
- family learning literacy and numeracy improvement programmes for parents and children after school and whole school learning events;
- parent education programmes.

The funding would provide graduate teacher interns, a family learning worker (with teaching qualification) and a parent engagement worker to work across all four schools.

Officers were of the understanding that the £19,000 agreed by Council in July 2016 was towards a third academic year of the programme and that this could be offset against the request to reduce the balance of funds required from the DEA programme to £57,000.

Further to discussion with Members for the relevant DEAs (Macedon and Threemilewater) it was agreed that funding of £57,000 would be awarded split on a 75/25 basis to reflect the locations of the 4 target schools.

Funding was provided subject to the following:

- Barnardo's to be asked to confirm their financial contribution to the project
- No further funding would be available from the Council towards this project
- Barnardo's provide evidence of applications to other funders towards the future sustainability of the project.

Members were advised that subsequent to the DEA Funding workshop with Members in September, the following points had been clarified with Barnardos:

- The year 3 funding of £19,000 (agreed by Council in 2016) was to cover the period April to June 2017 and not a third academic year as Community Planning Officers had understood it. Whilst this had not yet been claimed from Council, a claim was anticipated.

- Barnardos did not make a financial contribution to this element of the project (BOOST) but stressed its contribution to other elements of the Family Connections Programme.
- Additional funding of £5,234 had been secured from the PHA towards the project.

If agreed, the £57,000 would cover the costs to the end of the current academic year in June 2018.

Moved by Councillor Hogg
Seconded by Alderman Cosgrove and

RESOLVED: that these 2 projects be approved to proceed as outlined.

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

9.21 CE/GEN/77 PROTOCOL TO AWARD FREEDOM OF THE BOROUGH

Members were advised that until very recently, the legislation governing Freedom of the Borough was the Local Government Order (NI) 1973. This was revoked by the Local Government (Transitional, Incidental, Consequential and Supplemental Provisions) Regulations (NI) 2015 which stated that the Council of the Borough may, in pursuance of a special resolution of the Council, admit any person to be an honorary Freeman of the Borough.

Section 148 of the Local Government Act (NI) 1972 defines a "Special resolution" as a "resolution passed by a majority of not less than two-thirds of the whole number of Councillors at a meeting of the Council which has been specially called for the purpose and of which at least 10 days' notice specifying the purpose of the meeting has been given by advertisement in at least 2 newspapers circulating in the district of the Council in addition to the ordinary notice required to be given for convening a meeting of the Council.

Officers proposed that any special resolution of the Council to admit a person to be an honorary Freeman should require a 2/3 majority of those Councillors present and voting at a meeting. However, Members may apply discretion around the notice period, needed for a "Special Meeting" and the advertising used for this purpose.

The following protocol for Freedom of the Borough proposals was proposed:

- When a request is received from a Member of Council or a member of the public for the Freedom of the Borough to be conferred, the Chief Executive will liaise with the Party Leaders on the Council, who would consult their Members, to ascertain the level of support that the proposal would have.
- If there is a strong indication of at least 2/3 of the whole number of Members supportive of the proposal, then the Chief Executive will contact

the proposed recipient to ask if they would be amenable to accepting the award should the Council offer it. If there is a positive response, a Motion would be submitted to the next available Council meeting.

Moved by Alderman Cosgrove
Seconded by Councillor Webb and

RESOLVED: that

- 1) the Council admits persons to be honorary Freemen of the Borough, subject to the Council passing a resolution by a majority of not less than two-thirds of the whole number of Councillors at a meeting of the Council which has been specially called for the purpose and of which at least 10 days' notice has been given specifying the purpose of the meeting;**
- 2) the protocol for awarding the Freedom of the Borough be approved.**

ACTION BY: Jacqui Dixon, Chief Executive

ITEMS FOR INFORMATION

9.22 AC/ACG/12 UK'S BEST PARK NOMINATION

Members were advised that Antrim Castle Gardens had once again been nominated for the Fields in Trust UK's Best Park, as voted by the public and was joined this year in this prestigious competition by Lilian Bland Community Park, Glengormley. There are 16 parks and green spaces across Northern Ireland nominated for the UK's Best Park. Nominations ran from Thursday 21 September to Friday 13 October with hundreds of nominations received by Fields in Trust for parks and green spaces that are a much loved part of their local communities.

The park with the most votes in each of England, Wales, Scotland and Northern Ireland would be shortlisted. Their nominators would be invited to attend the prestigious Fields in Trust Awards on Wednesday 29 November where the UK's Best Park 2017, as voted by the public, would be named.

Antrim Castle Gardens received the most votes of all Northern Ireland nominated Parks in 2016 and was crowned Best NI Park at the Fields in Trust Awards in Lords Cricket Ground in November with Rouken Glen Park in East Renfrewshire being crowned Best UK Park.

Nominations for the UK's Best Park 2017 close at 5pm on Friday, 3 November and a planned promotional campaign using a variety of media had been running to raise awareness among the public and secure as many votes as possible for both Council facilities.

Votes can be made using the link www.fieldsintrust.org/bestpark/northernireland
The outcome of the nomination would be reported to a future meeting.

Members congratulated the Parks Section on their continued good work, and Samuel Hyndman on being awarded Employee of the Year at the 2017 NI Local Government Awards.

Moved by Councillor Kelly
Seconded by Councillor Scott and

RESOLVED: that the report be noted

NO ACTION

**9.23 CP/CD/12 NORTHERN IRELAND FIRE & RESCUE SERVICE (NIFRS)
ANTRIM FIRE STATION – CHANGE FROM VARIABLE CREWING TO DAY CREWING**

Correspondence had been received from the Northern Ireland Fire & Rescue Service referring to a previous stakeholder consultation exercise conducted during December 2015 to March 2016 on 'Proposed Changes to Crewing Arrangements'. (copy circulated)

On 2 March 2016 Assistant Chief Fire & Rescue Officer (Operations) Gary Thompson and Area Commander (Operations) Paddy Gallagher gave a presentation to the Council's Policy and Governance Committee and outlined the proposed changes and answered Members' queries.

The review proposed a change in the crewing model at seven stations, namely Carrickfergus, Portadown, Armagh, Antrim, Newtownards, Omagh and Coleraine from a 'variable crewed' model to a 'day crewing' model.

Following consultation and risk assessment NIFRS had continued to update and monitor the risk scores for each Station Area using the most current 5 years and can now compare risk scores over 3 periods – 2010/11 to 2014/15; 2011/12 to 2015/16 and 2012/13 to 2016/17. From the initial risk assessment (2010/11 to 2014/15) the risk score in Antrim Station area had steadily decreased (approximately a 5% decrease each year). In 2016/17 the difference in Antrim's risk score and the nearest Day Crewing station risk score had decreased to 2.2%, indicating Antrim Station area risk score now sits more appropriately within the banding used to identify day crewing as the correct crewing model for the station area.

In view of the revised risk score it was therefore considered appropriate that Antrim Station should now move to a day crewing model during November 2017, as previously considered and consulted upon in 2015. This risk-assessed option was part of a wider range of savings proposals effective from 1 November, or as soon as possible thereafter, which were discussed at NIFRS Board and also with the Department of Health.

Notably, Retained Firefighters in Antrim Station had consistently provided sufficient availability to crew at least one appliance when required to do so. In order to mitigate any risk with increased demand, NIFRS were currently

engaging with Firefighters at Antrim Station and proposed to provide an additional degree of resilience and take into account the additional hours of availability required.

Any comments to be made no later than Tuesday 31 October 2017.

Moved by Councillor Webb
Seconded by Councillor Montgomery and

RESOLVED: that the correspondence be noted.

NO ACTION

9.24 L/GEN/11 LEGISLATION REGARDING MOTOR VEHICLE DRIVING LICENCES (NI) REGULATIONS FOR MINIBUS DRIVERS

Further to correspondence sent to the Department for Infrastructure regarding proposed changes to legislation for minibus drivers/licences a response was received, a copy of which was circulated.

A meeting was to be arranged in due course. Members would be notified of the details should they wish to attend.

Moved by Councillor Webb
Seconded by Councillor Montgomery and

RESOLVED: that the report be noted.

NO ACTION

9.25 FI/FIN/4 BUDGET REPORT – SEPTEMBER 2017

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

For the period, the Council's variance on Net Cost of Services was £903k 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 £146k against a budgeted decrease of £757k.

Moved by Councillor Webb
Seconded by Councillor Montgomery and

RESOLVED: that the report be noted.

NO ACTION

9.26 L/P/BIO/8 LIVE HERE LOVE HERE SMALL GRANTS SCHEME

Members were reminded that at the October meeting of the Operations Committee further detail was requested on the successful applications made to the Keep Northern Ireland Beautiful Live Here Love Here Small Grants Scheme.

A full list of the successful applicants along with a summary of their projects was circulated.

A copy of a presentation highlighting the advertising campaign that accompanies the Live Here Love Here programme was also circulated.

Moved by Councillor Webb
Seconded by Councillor Montgomery and

RESOLVED: that the report be noted.

NO ACTION

The Mayor requested that Item 10 be taken at this point.

10. A MOTION IN THE NAME OF COUNCILLOR MICHAEL GOODMAN, SECONDED BY COUNCILLOR ANNE MARIE LOGUE

Proposed by Councillor Michael Goodman
Seconded by Councillor Anne Marie Logue

"The Council calls upon the Government to make fair transitional state pension arrangements for all women born on or after 6th April 1951 who have unfairly borne the burden of the increase to the State Pension Age (SPA) with lack of an appropriate notification. Hundreds of thousands of women had significant pension changes imposed on them by the Pensions Acts of 1995 and 2011 with little/no/ personal notification of the changes. Some women had only two years notice of a six-year increase to their state pension age.

Many women born in the 1950's are living in hardship. Retirement plans have been shattered with devastating consequences. Many of these women are already out of the labour market caring for elderly relatives, providing childcare for grandchildren or suffer discrimination in the workplace so struggle to find employment. Women born in this decade are suffering financially. These women have worked hard, raised families and paid their tax and national insurance with the expectation that they would be financially secure when reaching 60. It is not the pension age itself that is in dispute - it is widely accepted that women and men should retire at the same time. The issue is that the rise in the women's state pension age has been too rapid and has happened without sufficient notice being given to the women affected, leaving women with no time to make alternative arrangements.

The Council calls upon the Government to reconsider transitional arrangements for women born on or after 6th April 1951 so that women do

not live in hardship due to pension changes they were not told about until it was too late to make alternative arrangements."

AMENDMENT

Proposed by Councillor Hogg
 Seconded by Alderman Campbell

"The Council calls upon the Government to make fair transitional state pension arrangements for all women born on or after 6th April 1951 who have unfairly borne the burden of the increase to the State Pension Age (SPA) with lack of an appropriate notification. Hundreds of thousands of women had significant pension changes imposed on them by the Pensions Acts of 1995 and 2011 with little/no/ personal notification of the changes. Some women had only two years notice of a six-year increase to their state pension age.

The Council calls upon the Government to reconsider transitional arrangements for women born on or after 6th April 1951 so that women do not live in hardship due to pension changes they were not told about until it was too late to make alternative arrangements.

That this Council calls upon Members of Parliament from Northern Ireland to use their influence and vote in the House of Commons to secure the best outcome for women affected; furthermore, for the immediate restoration of a Northern Ireland Executive to lobby Her Majesty's Government for a positive resolution"

Councillors Hollis and Blair left the meeting at this point.

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

In favour of the Motion 33 Members viz	Against the Motion 0 Members viz	Abstention 4 Members viz
Aldermen Agnew, Ball, Barr, Burns, Campbell, Cosgrove, DeCourcy, Girvan, Smyth, Swann Councillors Ball, Bingham, Brett, Clarke, Duffin, Girvan, Greer, Hamill, Hogg, Kells Lynch, Magill, Maguire, Montgomery, McCarthy, McClelland, McWilliam, Michael, Rea, Ritchie, Ross, Scott, Webb		Councillors Kelly, Logue, Cushinan, Goodman

The amendment was then put to the meeting as a substantive motion and it was

RESOLVED: that:

“The Council calls upon the Government to make fair transitional state pension arrangements for all women born on or after 6th April 1951 who have unfairly borne the burden of the increase to the State Pension Age (SPA) with lack of an appropriate notification. Hundreds of thousands of women had significant pension changes imposed on them by the Pensions Acts of 1995 and 2011 with little/no/ personal notification of the changes. Some women had only two years notice of a six-year increase to their state pension age.

The Council calls upon the Government to reconsider transitional arrangements for women born on or after 6th April 1951 so that women do not live in hardship due to pension changes they were not told about until it was too late to make alternative arrangements.

That this Council calls upon Members of Parliament from Northern Ireland to use their influence and vote in the House of Commons to secure the best outcome for women affected; furthermore, for the immediate restoration of a Northern Ireland Executive to lobby Her Majesty’s Government for a positive resolution“

It was noted that Councillors Kelly, Logue, Cushinan and Goodman abstained.

MOTION TO PROCEED ‘IN COMMITTEE’

Moved by Councillor McWilliam
Seconded by Councillor Kells 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

9.27 IN CONFIDENCE CE/STC/88 ORGANISATION STRUCTURES

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

Moved by Councillor Webb
Seconded by Councillor Montgomery and

RESOLVED –

- a) that the severance cases be approved and that a suitable termination date be agreed with the post holders ;**
- b) that the revised structure for Finance be approved;**

ACTION BY: Joan Cowan, Head of Human Resources

9.28 IN CONFIDENCE FI/PRO/TEN/127 TENDER FOR THE PROVISION OF CLEANING SERVICES

Contract Period 1 January 2018 to 31 December 2020 (with an option to extend for a further two years, on a year by year basis, subject to review and performance)

Seven tenders for the provision of cleaning services were opened via the E-Tenders NI Portal on 4 October 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 and declarations and form of tender. One tenderer withdrew their bid from the tender process and therefore was not evaluated. The remaining six 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

All tenderers confirmed that their tenders met all the requirements of the Specification of Services.

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

Supplier	Quality Assessment (out of 40%)	Cost Assessment (out of 60%)	Total % Score	Total Estimated Annual Cost of Provision of all the Services (£) (Excl VAT)
QCS Contract Cleaning	██████	██████	99.14%	██████████
██████ ██████ ██████ ██████	██████	██████	██████	██████████
██████ ██████ ██████ ██████	██████	██████	██████	██████████
██████ ██████	██████	██████	██████	██████████

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

Moved by Councillor McClelland
 Seconded by Alderman Campbell and

RESOLVED: that having achieved the highest score of 99.14%, QCS Contract Cleaning be appointed for the provision of cleaning services for the period 1 January 2018 to 31 December 2020, with an option by the Council to extend for a further two years on a year by year basis at the tendered rates.

ACTION BY: Sharon Logue, Procurement Manager

Having declared an interest in the next item, Councillor Webb left the meeting.

9.29 IN CONFIDENCE FI/PRO/TEN/113 TENDER FOR THE DELIVERY OF AN ECONOMIC DEVELOPMENT STRATEGY

One tender for the delivery of an Economic Development Strategy was opened via the eSourcing NI Portal on 18 October 2017 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, previous relevant experience, technical capacity and capability of the Project Manager and team, 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

The tender was scored on the basis of Quality (75%) and Cost (25%) as follows:

Supplier	Quality Assessment (out of 75%)	Cost Assessment (out of 25%)	Total % Score	Total Overall Cost (£) (Excl. VAT)
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Webb Advisory	■	■	74%	£60,000
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Moved by Alderman Campbell
 Seconded by Councillor Duffin and

RESOLVED: that, having achieved a score of 74%, Webb Advisory Limited be appointed for the delivery of an Economic Development Strategy, at a total cost of £60,000 (excl VAT).

ACTION BY: Sharon Logue, Procurement Manager

Councillor Webb returned to the meeting

9.30 IN CONFIDENCE FI/PRO/TEN/161 TENDER FOR THE BALLYCLARE BUSINESS IMPROVEMENT DISTRICT PARTNERSHIP

One tender for the Ballyclare Business Improvement District Partnership was opened via the E-Tenders NI Portal on 22 September 2017 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 tenderer's professional conduct, economic and financial standing, commitment to the assignment, previous relevant experience, technical capacity and capability of the Project Manager and Team, 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 (70%/ 30%)

Supplier	Quality Assessment (out of 70%)	Commercial Assessment (out of 30%)	Total % Score	Total Overall Cost (£) (Excl. VAT)
Mosaic Futures Ltd t/a The Mosaic Partnership & NI BIDs	70%	30%	100%	£76,750

Members were advised that £27,000 had been allocated from this year's DEA budget towards the establishment of the BID Partnership and the Department for Communities had offered a further £30,000. The Ballyclare DEA Members had indicated that they wish to set aside £20,000 from the 2018/19 DEA programme to complete the funding package of £77,000, as delivery extends into the next financial year. Should this funding not be available in 2018/19

Members needed to consider if this cost could be borne by the Council to enable the contract to be awarded and work to commence.

Moved by Councillor Lynch
 Seconded by Councillor Girvan and

RESOLVED: that having achieved the score of 100%, Mosaic Futures Ltd t/a The Mosaic Partnership & NI BIDs be appointed for the Ballyclare Business Improvement District Partnership, at a total cost of £76,750 (excl. VAT).

ACTION BY: Sharon Logue, Procurement Manager

9.31 IN CONFIDENCE FI/PRO/TEN/162 TENDER FOR THE PROVISION OF A FERRIS WHEEL FOR THE ENCHANTED WINTER GARDENS EVENT 2017

Following agreement by Council in August 2017 to proceed with a Ferris Wheel for the Enchanted Winter Gardens event at an approximate cost of £80,000, one tender was opened via the E-Tenders NI Portal on 13 October 2017 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, management systems and practices, delivery timescale, previous experience, health and safety, operation, inspection and testing of equipment, emergency procedures 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 on the basis of service delivery proposals (20%) and cost (80%). Details are as follows:

STAGE 2 – AWARD STAGE

Quality/Commercial Assessment

Supplier	Quality Assessment (out of 20%)	Cost Assessment (out of 80%)	Total % Score	Cost of High Ferris Wheel (£) (Excl. VAT)
G Force Amusements Ltd	████	██████	92%	90,000

Members noted that the estimated cost of additional lighting for the event had come in £15,000 under budget and welcomed this saving.

Moved by Councillor Montgomery
 Seconded by Alderman Campbell and

RESOLVED: that, having achieved an acceptable score, G Force Amusements

Ltd be appointed to provide a Ferris Wheel for the Enchanted Winter Garden event 2017, at a cost of £90,000.

ACTION BY: Julia Clarke, Procurement Officer/Ursula Fay, Head of Arts & Culture

9.32 IN CONFIDENCE FI/PRO/TEN/119 TENDER FOR DESIGN AND PROJECT MANAGEMENT CONSULTANCY SERVICES FOR CAR PARK IMPROVEMENTS, REFURBISHMENT AND NEW WORKS

At the Operations Committee in November 2016, Members approved the Economic Appraisal and Outline Business Case for this programme of maintenance works for car parks providing a budget of £[REDACTED] for works and fees. This related specifically to the 11 no. car parks transferred from the former Department of Social Development to the new Antrim and Newtownabbey Borough Council. These maintenance works were planned to be undertaken on a phased basis in the financial years from 2018/2019 up to 2020/2021.

Recognising that over this phased programme of delivery additional resurfacing and/or extensions to existing Council owned car parks may be progressed, the scope of services for the Consultant appointment also included these elements in the procurement competition. Following the Consultant appointment and updated surveys being completed a review of the cost plan would be undertaken and a further report brought to the Committee.

PROCUREMENT OF CONSULTANTS

PQQ Six Pre-Qualification Questionnaires (PQQs) were received via the eSourcingNI portal on 5 June 2017 and referred to the evaluation panel for assessment.

The PQQs were evaluated on a Pass/Fail basis using criteria of General Information, Past Performance, Economic & Financial Standing and Professional Conduct, Health and Safety and Declarations. All consultants met the requirements of the first stage and proceeded to be evaluated on the basis of Technical and Professional Ability as follows.

Consultant	Moderated Score (out of 5)	Invited to Submit Tenders
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Hanna & Hutchinson	4	Yes
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

The six highest scoring firms were selected to submit tenders in the Invitation to Tender (ITT) stage.

ITT

Tender documents were issued to the 6 consultants on 11 September 2017. Three tenders were received via eSourcingNI on 4 October 2017 and referred to the evaluation panel for assessment.

The tenders were evaluated on the basis of Quality (25%) and Price (75%) as detailed below.

Consultant	Total of the Task Schedule Prices (excl.VAT)	Model Compensation Event Total* (excl.VAT)	Tender Assessment Total Price** (excl.VAT)	Qual. Score %	Price Score %	Total Score %	Rank
Hanna & Hutchinson	██████████	██████████	£██████████	██████	██████	95.00	1
██████████	██████████	██████████	██████████	██████	██████████	██████████	2
██████████	██████████	██████████	██████████	██████	██████	██████████	3

*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 Assessment Total Price (TATP) is used solely for tender comparison purposes. The Total of the Task Schedule Prices is the Consultant's price to carry out the commission and represents the contract value of the tender.

TENDER ANALYSIS

Tenders were analysed using the Quality (25%)/Price (75%) ratio criteria. The tender submitted by Hanna & Hutchinson in the sum of £██████████ (excl. VAT) giving a Tender Assessment Total Price of £██████████ (excl. VAT) was assessed to rank as no.1 out of 3 as detailed in the section above. Hanna & Hutchinson had confirmed they fully understand the Council requirements regarding works information, budget and programme.

PROGRAMME

Following the recommended appointment of the Consultant in November 2017, the next stage was to appoint a Framework of Contractors by February 2018 to deliver the programme of works. A mini competition between the Framework Contractors would be undertaken annually for the programme of works in each of the 3 financial years (2018/19 to 2020/21).

WORKS COST SUMMARY

Following the appointment of the Consultant, further site investigation/detailed design would be undertaken to update the predicted outturn costs for each phase of works to monitor against the approved budget breakdown.

Moved by Councillor Lynch
Seconded by Alderman Campbell and

RESOLVED: that the total of the Task Schedule Price in the sum of £ [REDACTED] (excl. VAT) giving a Tender Assessment total price of £ [REDACTED] (excl. VAT) from Hanna & Hutchinson be approved.

ACTION BY: Sharon Logue, Procurement Manager/Reggie Hillen, Head of Capital Development

Councillors Scott and Maguire left the meeting at this point.

9.33 IN CONFIDENCE WM/CON/1 AVENUE RECYCLING KERBSIDE ORGANIC COLLECTION CONTRACT

BACKGROUND

Since May 2012 Avenue Recycling Ltd had provided the kerbside organic collection service in legacy Newtownabbey lifting the brown bins from domestic households. This contract had worked extremely well with relatively few complaints and for this reason Officers had recommended extending it. The initial contract period of 5 years expired on 30 April 2017 and in advance of the expiry date Council agreed to an extension of 6 months out of a permitted 24 months.

This period was recommended in order to give Council flexibility in relation to any decision regarding future kerbside collection arrangements. Avenue Recycling was notified of the extension period and tendered rates and provided the service throughout this period

The extended consultation period with the Trade Unions regarding the waste review of residual and organic kerbside collections had resulted in a further extension being required.

Council pays Avenue approximately £ [REDACTED] per annum for the organic waste collection service and other related services including collection from flats/apartments and commercial properties. The total contract value therefore over the 5 years of the original contract was approximately £ [REDACTED]

PROPOSED EXTENSION OF CONTRACT

To facilitate completion of the review of waste collection, Officers proposed to extend the contract for a further period of six months to 30 April 2018, which would be a full year extension. A process of negotiation was required between Council and Avenue Recycling and this resulted in Avenue requesting a contract variation based on an increase in presentation rate of bins/increased tonnages and the resultant impact on the company's resources beyond the contract period. As set out below Council's landfill

costs had decreased in line with the increases in presentation rates and tonnages.

Members noted that Avenue Recycling were contractually entitled to an 11.84% inflationary uplift equating to £55,000 based on the Retail Price Index (RPI). This 11.84% is the cumulative inflation applicable between 2012 and 2017, being the original contract duration, based on RPI.

Full costs for the 12 month extension are set out below:

	Approximate Costs	
	Per week	Annually
i. Current contract rate (approximately)	£ [REDACTED]	£ [REDACTED]
ii. Contract entitlement to an inflationary increment equivalent to 11.84% (based on RPI)	£ [REDACTED]	£ [REDACTED]
Subtotal - contractual entitlement	£ [REDACTED]	£ [REDACTED]
iii. Contract variation	£ [REDACTED]	£ [REDACTED]
Total cost	£ [REDACTED]	£ [REDACTED]

This variation of approximately £39,000 or 7.5% was deemed as an acceptable contract variation, as the value was below the maximum 50% of the original contract value.

BUDGET

Officers were forecasting that budget reductions linked to increase in organic tonnages associated with the contract and resultant reduction in landfill would mean that the increase can be absorbed.

Moved by Councillor Montgomery
 Seconded by Councillor Rea and

RESOLVED: that the above contract be extended for a further period of six months to 30 April 2018 at a cost to Council of approximately £39,000.

ACTION BY: Michael Laverty, Head of Waste Management/John Balmer, Head of Finance

Alderman Barr left the meeting at this point.

9.34 IN CONFIDENCE WM/WM/46 WASTE COLLECTION SERVICE (KERBSIDE) OF RECYCLABLE AND RESIDUAL DOMESTIC WASTE FROM HOUSEHOLDS ACROSS THE BOROUGH.

Members were reminded that Council had been consulting with the waste management staff and Trade Unions in relation to the Waste Collection Review. The Review was required to complete a draft structure for the

remainder of the Waste Management Service taking into account the requests for severance submitted by staff and a range of service delivery issues.

Following completion of the economic appraisal and business case which considered factors including customer service, existing collection methods, existing contracts, age of fleet, depot facilities, potential for efficiencies, compliance with statutory targets and the method of service delivery Council approved Option 2, as the preferred option in March 2017 subject to consultation. This Option was to outsource the black bin collection service in legacy Newtownabbey and organic waste collection service in legacy Antrim (brown bins) with the remainder of the services delivered as at present. Savings for the Option were estimated to be £4,393,530 over 10 years. This option provided Council with the optimum approach to delivering the waste collection service whilst meeting the requests for voluntary severance and complying with Council's decision that there should be no compulsory redundancies and no TUPE transfers to external organisations.

Consultation subsequently commenced with both waste management staff and the Trade Unions. A number of meetings were held with staff at the operational depots and these provided the opportunity for questions about the process and potential implications for individual members of staff to be addressed.

Officers had a number of meetings with the Trade Union representatives, however, as the Trade Unions could not be provided with the details of the economic appraisal/business case they felt that their ability to respond meaningfully was reduced. Following legal advice that the information was commercially sensitive, limited information was provided to the Trade Unions and meetings were arranged with finance staff and service current costs were shared. Trade Unions were also encouraged to share any service improvements or ideas for efficiencies which could be considered by Council and compared with the preferred option. The correspondence (circulated) made no reference to improvements or efficiencies.

A meeting was also held with the Trade Unions a number of Members, following correspondence to the Operations Committee.

The consultation period was initially due to end in June but at the request of the Trade Unions it was extended to the end of September 2017. Council had received a formal response from the three Trade Unions.

The key points made in the letter were listed, with detailed comments on each point circulated.

Having taken the points made in the Trade Union response into account and Council's position in relation to each, Officers recommended that Option 2 was the option which Council should approve as it allows Council to:

1. Facilitate all applications for severance;

2. Reduce the number of 26 tonne Refuse Collection Vehicles (RCVs) that would need to be replaced;
3. Achieve efficiencies estimated at £4,393,530 over 10 years
4. Dispose of one operational depot;
5. Fulfil its commitment to no compulsory redundancies and no TUPE transfers to external organisations.

Members also noted that, subject to Council's approval of the recommendation which includes the outsourcing of the brown bins in legacy Antrim (Option 2), the contract for collection of organic waste (brown bins) in legacy Newtownabbey would be part of the tender process. This was the subject of a separate report, therefore, the collection of organic waste (brown bins) borough wide would be tendered for.

Moved by Alderman Cosgrove
 Seconded by Councillor Brett and,

A recorded vote having been requested, Members voted as follows on the proposal:

In favour of the Motion 23 Members viz	Against the Motion 10 Members viz	Abstention 1 Members viz
Aldermen Agnew, Ball, Campbell, Cosgrove, Girvan, Swann Councillors Ball, Bingham, Brett, Duffin, Girvan, Greer, Hamill, Hogg, Lynch, Magill, Montgomery, McCarthy, McClelland, McWilliam, Michael, Ross, Webb	Aldermen Burns, DeCourcy, Smyth, Councillor Clarke, Cushinan, Goodman, Kelly, Kells, Logue, Ritchie,	Councillors Rea

The proposal was accordingly declared carried and it was

RESOLVED: that Council approves Option 2 for the kerbside collection of recyclable and residual domestic waste, namely, the outsourcing of the black bin collection service in legacy Newtownabbey and brown bin collection service in legacy Antrim with the remainder of the services delivered as at present.

ACTION BY: Michael Laverty, Head of Waste Management

9.35 IN CONFIDENCE CE/OA/24 VOL 2 BALLYCLARE RELIEF ROAD

Members were reminded that an invite was reissued with a longer return period and an unspecified budget for this assignment in August.

Unfortunately it had not been possible to make an appointment. Officers had now revised the Terms of Reference to phase the scope of work required and intended to seek a delivery agent for Phase 1 of the assignment via quote, subject to Members' approval. A copy of the Terms of Reference for Phase 1 was circulated.

It was intended that the outcome of this assignment would inform the Council's consideration of a policy on developer contributions.

Moved by Councillor McWilliam
Seconded by Alderman Campbell and

RESOLVED: that the Council proceeds with the revised Terms of Reference for the assignment.

ACTION BY: Majella McAllister, Director of Community Planning & Regeneration

9.36 IN CONFIDENCE I/PRO/TEN/88 & PBS/PS/5 PROCUREMENT OF PROPERTY SERVICES SOFTWARE

Members were reminded that at the 31 July Council Meeting, approval of the Business Case and Economic Appraisal was given to replace the existing property services software package using the Crown Commercial Service (CCS) at an approximate cost of £[REDACTED] over a 3 year period, with a contractual review after 3 years.

Two CCS Frameworks were identified to procure the potential system, CCS Framework [REDACTED] and CCS Framework RM1557ix G-Cloud 9. Using the above frameworks, 2 systems within these frameworks were identified as potentially viable property services software solutions.

In order to evaluate the qualitative aspects of both software solutions, a capability assessment was undertaken. On 20 October 2017, the returns were referred to the Evaluation Panel for assessment. The software solutions were evaluated as follows:

STAGE 1 – CAPABILITY ASSESSMENT

The software solutions were evaluated on a pass/fail basis for compliance of the software with the stated specification. One software solution submission was incomplete and information submitted did not comply in full with the required specification and therefore, did not proceed further in the evaluation process. The remaining software solution complied fully with the specification and the evaluation panel proceeded to request costs. The software solution was evaluated as follows:

STAGE 2 – CCS PRICING

Supplier	Total Estimated Cost of the Software for 3 years (£) (Excl VAT)
The Technology Forge	£ [REDACTED]

Moved by Councillor Lynch
Seconded by Councillor Bingham and

RESOLVED: that The Technology Forge be appointed for the provision of property services software for a 3 year period with contractual review after 3 years at the rates detailed within CCS Framework RM1557ix G-Cloud 9.

ACTION BY: Sharon Logue, Procurement Manager/Colin Meneely, Business Support Manager

MOTION TO PROCEED ‘OUT OF COMMITTEE’

Moved by Councillor Duffin
Seconded by Councillor McWilliam and

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

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

The Mayor thanked everyone for attending and the meeting concluded at 9.56 pm.

Mayor

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