



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN
MOSSLEY MILL ON MONDAY 29 OCTOBER 2018 AT 6.35 PM**

- In the Chair** : The Mayor (Councillor P Michael)
- Members Present** : Aldermen – F Agnew, A Ball, P Barr, T Campbell, M Cosgrove, W DeCourcy, M Girvan, J Smyth and R Swann
Councillors – D Arthurs, J Bingham, L Clarke, H Cushinan, B Duffin, P Dunlop, S Flanagan, R Foster, T Girvan, M Goodman, J Greer, P Hamill, T Hogg, D Hollis, N Kelly, M Maguire, N McClelland, V McWilliam, J Montgomery, M Rea, D Ritchie, S Ross and B Webb.
- In Attendance** : Colm McQuillan, Director of Housing Services
Frank O'Connor, Regional Manager
Sharon Crooks, Local Area Manager
Louise Clarke, Head of Place Shaping
- Officers Present** : Chief Executive – J Dixon
Deputy Chief Executive – M McAlister
Director of Operations - G Girvan
Director of Organisation Development – A McCooke
Director of Finance and Governance – S Cole
Director of Community Planning – N Harkness
Head of Governance – L Johnston
Borough Lawyer – P Casey
Principal Planning Officer – B Diamond
ICT Officer – C Bell
Media and Marketing Officer – J Heazley
Member Services Officer – D Hynes
Member Services Manager – V Lisk
Member Services Officer – S Fisher
Member Services Officer – S Boyd

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 The Venerable Dr Stephen McBride, Archdeacon of Connor.

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

MAYOR'S REMARKS

The Mayor advised Members that, after almost 20 years' service, this was Dawn Hynes last Council Meeting and wished her well for the future.

He also welcomed Councillor Dunlop to the Chamber and his first full Council meeting.

The Mayor commended the Chief Executive, Directors and Officers for putting forward a very good programme for the City Deal.

2 APOLOGIES

Alderman – Burns
Councillors– R Lynch, S McCarthy, J McGrath, P Brett, M Magill and A Logue.

3 DECLARATIONS OF INTEREST

Item 9.7 – The Mayor (Councillor Michael)
Item 9.13 – Councillor Webb.

4 MINUTES OF THE ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL MEETING

Moved by Alderman Campbell
Seconded by Alderman Smyth and

RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 24 September be taken as read and signed as correct.

NO ACTION

5 MINUTES OF THE OPERATIONS COMMITTEE MEETING

Moved by Councillor Ritchie
Seconded by Councillor Greer and

RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 1 October 2018 be approved and adopted.

NO ACTION

6 MINUTES OF THE POLICY AND GOVERNANCE COMMITTEE MEETING

Moved by Alderman Barr
Seconded by Councillor McClelland and

RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 2 October 2018 be approved and adopted.

NO ACTION

7 MINUTES OF THE COMMUNITY PLANNING AND REGENERATION COMMITTEE MEETING

Moved by Councillor Ross
Seconded by Councillor Maguire and

RESOLVED - that the Minutes of the proceedings of the Community Planning and Regeneration Committee Meeting of Monday 8 October 2018 be approved and adopted.

NO ACTION

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

Moved by Councillor Cushinan
Seconded by Alderman Agnew and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 15 October 2018, Part 1 be taken as read and signed as correct.

NO ACTION

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

Moved by Councillor Cushinan
Seconded by Alderman Agnew and

RESOLVED - that the Minutes of the proceedings of the Planning Committee Meeting of Monday 15 October 2018, Part 2 be approved and adopted.

NO ACTION

9. REPORT ON BUSINESS TO BE CONSIDERED

PRESENTATION

9.1 PRESENTATION BY NORTHERN IRELAND HOUSING EXECUTIVE

A presentation was made by representatives of NI Housing Executive regarding Housing Investment Plans.

The representatives answered Members' questions, requested that Members contact the NI Housing Executive regarding any issues and undertook to respond to individual Members on points raised.

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

9.2 TO APPROVE THE SEALING OF DOCUMENTS

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

To approve the Sealing of Documents:

- Fields in Trust – Centenary Field – Deed of Dedication for Ballyclare War Memorial Park

ACTION BY: *Paul Casey, Borough Lawyer*

The Chief Executive reminded Members about a number of issues in relation to their role when considering planning matters and their obligations under the Code of Conduct.

9.3 NON-DETERMINATION APPEAL – APPLICATION LA03/2017/0644/F AT BALLYCORR ROAD, BALLYCLARE

A report to the September meeting of the Planning Committee made Members aware that the applicant for the following planning application at Ballycorr Road, Ballyclare had lodged an appeal with the Planning Appeals Commission (PAC) in default of a decision being made by the Council. This is what is commonly referred to as a Non-Determination Appeal. This means that jurisdiction for determination of this application has now passed to the PAC, rather than the Council.

APPLICATION NO:	LA03/2017/0644/F
APPEAL REF:	2018/A0072
PROPOSAL IN BRIEF:	Residential housing development of 124 no. dwellings
SITE/LOCATION:	Land to the north of 93 to 103 Ballycorr Road north east of 13 to 27 Elizabeth Gardens and south east of 92 Ballyeaston Road, Ballyclare
APPLICANT:	QTH

The PAC had since written to the Council (circulated) to advise that this appeal is to be conducted by the Informal Hearing procedure on 12 December 2018 and requested that the Council submit its Statement of Case outlining its position on the proposed development no later than 4pm on 13 November 2018.

Whilst the Planning Section had originally anticipated presenting its detailed report to the October meeting of the Planning Committee, it was unable to do so. Presentation to the November meeting of the Committee would not meet the PAC deadline for submission of the Statement of Case and as a consequence, this matter was now being presented to full Council.

The Planning Section report (circulated) considered that the proposed development was at this time unacceptable for the reasons summarised below:

- the Transport assessment as submitted did not adequately address key traffic/transport issues arising in Ballyclare, including the relationship of development of the site to delivery of the Ballyclare Relief Road;
- there were concerns that the proposal would not deliver a quality residential environment and there were elements of the layout which would cause detriment to the amenities of both existing and proposed dwellings; and
- there was insufficient information to demonstrate that the proposal would not cause harm to bats, a European Protected Species

Moved by Councillor McWilliam

Seconded by Councillor Webb and

RESOLVED: that the Officer recommendation proposing draft reasons of refusal on the application was agreed and that Officers were authorised to submit a Statement of Case to the PAC on that basis and defend the position at the forthcoming Informal Hearing.

ACTION BY: John Linden, Head of Planning

9.4 NON-DETERMINATION APPEAL – APPLICATION LA03/2017/0790/F AT BALLYCORR ROAD, BALLYCLARE

A report to the September meeting of the Planning Committee made Members aware that the applicant for the following planning application at Ballycorr Road, Ballyclare had lodged an appeal with the Planning Appeals Commission (PAC) in default of a decision being made by the Council. This is what is commonly referred to as a Non-Determination Appeal. This meant that jurisdiction for determination of this application had now passed to the PAC, rather than the Council.

APPLICATION NO: LA03/2017/0790/F
APPEAL REF: 2018/A0075
PROPOSAL IN BRIEF: Residential housing development of 26 no. dwellings
SITE/LOCATION: Land at Ballycorr Road approximately 18m east of Ballycorr Heights Ballyclare
APPLICANT: Salvare Properties Ltd

The PAC had since written to the Council (circulated) to advise that this appeal is to be conducted by the Informal Hearing procedure on 6 December 2018 and requested that the Council submit its Statement of Case outlining its position on the proposed development no later than 4pm on 7 November 2018.

Whilst the Planning Section had originally anticipated presenting its detailed report to the October meeting of the Planning Committee, it was unable to

do so. Presentation to the November meeting of the Committee would not meet the PAC deadline for submission of the Statement of Case and as a consequence this matter was now being presented to full Council.

The Planning Section report (circulated) considered that the proposed development was at this time unacceptable for the reason summarised below:

- no comprehensive Transport assessment had been submitted that adequately addressed key traffic/transport issues arising in Ballyclare, including the relationship of development of the site to delivery of the Ballyclare Relief Road;

Moved by Councillor McWilliam

Seconded by Councillor Webb and

RESOLVED: that the Officer recommendation proposing a draft reason of refusal on the application was agreed and that Officers were authorised to submit a Statement of Case to the PAC on this basis and defend this position at the forthcoming Informal Hearing.

ACTION BY: John Linden, Head of Planning

9.5 CE/GEN/4 AMENDED PROPOSED STOPPING UP OF WEST END OF INISHMOYNE GREEN, ANTRIM

Members were advised that correspondence (circulated) had been received from the Department for Infrastructure (DfI) proposing stopping up of the West end of Inishmoyne Green, Antrim.

Members will recall that previous correspondence from DfI in relation to the stopping up of the East end of Inishmoyne Green was considered at the Council Meeting in August 2018 and DfI were requested to hold a second consultation with residents to agree on which end of Inishmoyne Green should be stopped up.

The Department had requested a letter confirming that the Council is in agreement with the amended proposal to stop up the West end of Inishmoyne Green, Antrim.

RESOLVED: that the Council agree with the amended proposal to stop up the West end of Inishmoyne Green, Antrim.

Moved by Councillor Kelly

Seconded by Councillor Dunlop

ACTION BY: Member Services

9.6 PK/BIO/017 BALLYNURE WAR MEMORIAL PARK – INTERPRETATION PANEL

Ballynure has an active community group which has been contributing to recent successes in Ulster in Bloom and Best Kept Competitions. Working with

local heritage experts, the group has identified a number of local people who fought in World War I. The group has developed an interpretation panel (circulated) as a tribute to those who made the ultimate sacrifice.

The group has requested permission from Council to install a panel in the Ballynure War Memorial Park.

The cost to the Council for the installation of the panel is estimated to be £100 which can be met from existing Parks budgets.

Moved by Alderman Girvan

Seconded by Councillor Arthurs and

RESOLVED: that approval be given for the installation of an interpretive panel in Ballynure War Memorial Park, depicting those local men who made the ultimate sacrifice in World War I.

ACTION BY: Lindsay Houston, Parks Development Officer

The Mayor declared an interest in the next item for information purposes, and stated that he did not have a conflict of interest in relation to the item.

9.7 AC/EV/013 WORLD WAR 1 – END OF WAR CENTENARY

Members were reminded that it was agreed at the Council meeting in August to work in partnership with the Antrim branch of the Royal British Legion (RBL) to establish the names of those from Antrim lost in both world wars and have them added to the Antrim Town War memorial.

Officers working in partnership with the RBL and a local historian and author, have established a definitive list of 107 names of those from Antrim lost at the First World War. However, they have concluded that it was not going to be possible to establish, with any confidence, a similar list of names of those lost at the Second World War. There has not been the same research carried out to date on those lost in this war and there was no agreement amongst the various parties who hold such records in relation to a complete record of Second World War fallen. The local historian consulted advised that an extensive and time consuming research exercise would be necessary to achieve with confidence a similar definitive list of World War Two dead.

It was proposed to proceed to have the names of First World War dead from Antrim, as agreed with the RBL, added to the Antrim Town War Memorial at an approximate cost of £3,700. Upon completion of this, it was also proposed that the Mayor leads a rededication ceremony, at a date to be agreed in late November, which can bring to a fitting close A Borough's Tribute programme of events to mark the centenary of the end of the First World War.

Moved by Councillor Montgomery

Seconded by Councillor Dunlop and

RESOLVED: that

- i. **the addition of 107 names of those from Antrim lost in the First World War, to the Antrim Town War Memorial at an approximate cost of £3,700, be approved.**
- ii. **following completion of this work, a rededication ceremony of the Antrim Town War Memorial, led by the Mayor be held to mark the end of A Borough's Tribute programme of events.**

ACTION BY: Ursula Fay Head of Arts and Culture

9.8 AC/EV/7 ENCHANTED WINTER GARDEN 2018 – SANTA PAWS

Members were reminded that delivery of the Enchanted Winter Garden event in 2018 was approved at the Council meeting in May. To date the event has operated on a ‘dog friendly’ basis with dogs on leads permitted to attend and in 2017 large numbers dogs were once again observed attending the event.

Planning for the event has been underway for some months with the aim once again to enhance the visitor experience, make the event even more appealing and to expand the range of activities and attractions on offer within budget.

The Mid Antrim Animal Sanctuary had contacted officers with a proposal to deliver a ‘Santa Paws’ element to the event. The Sanctuary is a not-for-profit, independent registered charity, which has been in existence since 1996 and concentrates its work on animal re-homing, education and relieving the distress and suffering of unwanted animals. The charity operates a strict ‘No Kill’ policy and year on year finds new homes for approximately 1000 cats and dogs, which have been saved from possible destruction. Prior to re-homing, and on the successful completion of a home check, all animals are vaccinated, neutered, wormed, de-flead and micro-chipped. Measures are also put in place to ensure that all animals may be returned to the safe haven of the Sanctuary should they encounter any difficulties in their new home.

The ‘Santa Paws’ element would appeal to visitors with dogs and would consist of a photo back drop ‘Doggie Grotto’ along with mini play park area for dogs around the Eyre Studio external space. Both would be operated by the Sanctuary who would commit to attending the event during all opening hours and to providing some interaction and fun activities for the dogs, while also:

- Promoting animal welfare and education
- Providing water, treats and poo bags
- Advising on animal welfare related matters
- Promoting the work of the Sanctuary and its contribution to the community
- Distributing magazines and promotional material
- Advising on animal behaviour

The Sanctuary has full public liability insurance in place (£10m) and would complete the necessary risk assessment relating specifically to the event. A post evaluation would also be completed. They have successfully delivered something similar with Garden Show Ireland and the Antrim Festival Group.

Dog friendly events and activities have become increasingly popular with the 'hound pound' a tourism target area of growth and it is anticipated a 'Santa Paws' feature within Enchanted Winter Garden would prove very popular and therefore contribute to ongoing enhancement of the event.

It was proposed to work in partnership with the Sanctuary to deliver this new event feature on a pilot basis to operate with no admission charge but the option for visitors to donate to The Sanctuary with all income from this to be retained by them.

Moved by Councillor Kelly
Seconded by Councillor Webb and

RESOLVED: that a partnership with Mid Antrim Animal Sanctuary to deliver a Santa Paws element within Enchanted Winter Garden 2018, as a pilot on the basis outlined, be approved, with a post event evaluation brought back to a future meeting.

ACTION BY: Ursula Fay Head of Arts and Culture

9.9 CE/GEN/004/ VOL 2 DEPARTMENT FOR INFRASTRUCTURE CORRESPONDENCE - PROPOSED HARD SHOULDER BUS LANES

Correspondence has been received from the Department for Infrastructure (DfI) Roads (circulated) advising that in order to improve provision of public transport facilities on the M1 and M2 approaches to Belfast, DfI is proposing to introduce new sections of hard shoulder bus lanes, which will be additional to those already in use. These will improve journey time reliability for bus services and help encourage modal shift from car to bus use.

RESOLVED: that the Council supports the proposal.

Moved by Alderman Smyth
Seconded by Councillor Montgomery

ACTION BY: Member Services

9.10 PT/CI/019 CORPORATE IMPROVEMENT PLAN 2018-19 - QUARTER 1 PROGRESS REPORT

Members were reminded that Part 12 of the Local Government Act (Northern Ireland) 2014 puts in place a framework to support the continuous improvement of Council services. The Council's Corporate Improvement Plan 2018-19 was approved in June 2018 with seven identified improvement objectives and a selection of self-imposed indicators and standards.

The Quarter 1 progress report was presented to and reviewed by the Audit Committee on 18 September 2018.

Members are advised that a copy of the Corporate Improvement Plan 2018-19 Quarter 1 Progress Report was circulated for Members' attention.

Moved by Councillor Webb
Seconded by Alderman Smyth and

RESOLVED: that the Corporate Improvement Plan 2018-19 Quarter 1 Progress Report is approved.

ACTION BY: James Porter, Performance Improvement Officer

9.11 PT/GEN/012 ANNUAL REPORT 2017-18

Members were reminded that in March 2015 the Council approved its Corporate Plan 2015-2030 and on an annual basis publishes a report of progress towards the delivery of the Plan.

In addition, Members will be aware that Part 12 of the Local Government Act (Northern Ireland) 2014 (the Act) puts in place a framework to support the continuous improvement of Council services. The development of an annual performance report is a requirement of Section 92 of the Act. A report on Performance (2017-2018) Self-Assessment was approved by Council in September 2018 and published on the Council's website in line with statutory obligations.

Members were advised that a graphically designed copy of the Annual Report 2017-18, including a self-assessment report on performance of the Corporate Improvement Plan 2017-18 (circulated) for Members' attention.

Moved by Councillor Webb
Seconded by Councillor McWilliam and

RESOLVED: that the Annual Report including the self-assessment report on performance of the Corporate Improvement Plan 2017-18 was approved.

ACTION BY: James Porter, Performance Improvement Officer

9.12 EH/EL/181 APPLICATION FOR GRANT OF AN ENTERTAINMENT LICENCE (ANNUAL LICENCE) CROWN AND SHAMROCK, 584 ANTRIM ROAD, NEWTOWNABBEY, BT36 4RF

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

Licensee	Location of Premises	Type(s)and hours of entertainment	File Number	New Application or Renewal

Aidan McAlindon	Crown and Shamrock 584 Antrim Road, Newtownabbey, BT36 4RF	Singing, Music, dancing or entertainment of a like kind Monday to Sunday 12 Noon to 1am Number of persons 80	EL181	New
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In line with the Council Protocol for the hearing of Entertainment Licence applications, approved in December 2016, the application was 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 would be taken.

Moved by Councillor McClelland
Seconded by Councillor Greer and

RESOLVED: that an Entertainment Licence (annual licence) was granted to the applicant Mr Aiden McAlinden, for the Crown and Shamrock, 584 Antrim Road, Newtownabbey, BT36 4RF.

Operating hours

Monday to Sunday - 12 Noon – 1am

ACTION BY: Clifford Todd, Head of Environmental Health

Councillor Webb declared an interest and left the meeting during the next item.

9.13 L/LEI/CLC/004 CRUMLIN LEISURE CENTRE - REQUEST FOR FREE USE

Members are advised that a written request had been received from Crumlin Community Group for free use of a number of areas within Crumlin Leisure Centre to host a Christmas community event. It was proposed that the event runs from Friday 30th November to Sunday 2nd December.

Crumlin Community Group have organised the Christmas 'Light Switch On' event in Crumlin for the past 4 years, with last year being the first time that an associated part of the event was held in Crumlin Leisure Centre. The group plan to run a variety of events including a Santa's Grotto, soft play and toddler zone, and craft demonstrations.

The specific areas and times requested for free use are as follows: -

Date	Time	Areas
Friday 30 th November	6am – 9pm	Dance studio
Saturday 1 st December	10am – 8pm	Sports Halls, Dance Studio
Sunday 2 nd December	10am – 8pm	Sports Halls, Dance Studio

To note that the impact on regular customers of Crumlin Leisure Centre is limited, with the fitness suite and outdoor pitches operating as normal during these times and two bookings for Judo and Netball being rescheduled if approval is given. This year's event is expected to exceed the numbers attending in the previous year.

Subject to approval by Council, Centre staff will use the opportunity to promote the Leisure facilities and activities to those who attend as well as the More Membership scheme. Officers also requested that the Council logo be used on any promotional material for the event as well as provide promotion through Council's various social media platforms.

Moved by Alderman Campbell
Seconded by Councillor Rea and

RESOLVED: that

- (i) **Council approves free use of the above facilities at Crumlin Leisure Centre to Crumlin Community Group for a Christmas event being held Friday November 30th to Sunday 2nd December 2018;**
- (ii) **Officers write to the Council for Catholic Maintained Schools and local schools to clarify the position in relation to Christmas events in Crumlin;**
- (iii) **the fee for the NI Hospice's Jingle all the Way 2018 event at the Theatre at the Mill be waived;**
- (iv) **the current policy be reviewed.**

ACTION BY: Matt McDowell, Head of Leisure/Ursula Fay, Head of Arts and Culture

Councillor Webb returned to the meeting.

9.14 ED/ED/137 SISTER CITIES STUDENT EXCHANGE 2019

Members were reminded that the Council had supported a student exchange with the Borough's Sister City, Gilbert since 2000 (formerly through

legacy Newtownabbey Borough Council) and it is proposed to run the programme again in 2019.

The Sister Cities Student Exchange Programme is a cross-community programme that provides four students, two from Antrim and Newtownabbey and two from Gilbert, Arizona with an opportunity to develop an understanding of a different country, its culture and people through a family living experience. The programme lasts approximately six weeks during the summer with half the time spent in Gilbert and half in Antrim and Newtownabbey. Prior to the exchange, the successful Antrim and Newtownabbey applicants are required to take part in a social benefit project, and both sets of students undertake some volunteering during the exchange programme.

The 2018 exchange saw two students from Antrim and Newtownabbey, Maeve Denver and Molly Scarlett along with Trey Lines and Nicole Schuermann from our Sister City, Arizona taking part in the exchange. The students volunteered with Belfast Lough Sailability, and had the opportunity, along with the host family, to meet members of the Community Planning & Regeneration Committee at a BBQ at Sentryhill House on 27 July 2018. Feedback from the students participating on the 2018 programme has been very positive.

It was proposed to commence recruitment of the 2019 Sister Cities Student Exchange Programme for young people in year 13 (or equivalent) in the Borough. It is intended to advertise the programme through schools, colleges, youth organisations and through the community directory starting in November 2018, with a selection process taking place thereafter. It is intended that the exchange will take place for approximately six weeks during summer of 2019. The cost of the programme is up to £5,000 and provision has been made in the Economic Development budget.

Moved by Councillor McWilliam
Seconded by Councillor McClelland and

RESOLVED: that Officers commence the marketing and selection process for the Antrim and Newtownabbey 2019 Sister Cities Student Exchange Programme, and proceed to organise the 2019 exchange, provision for which had been made in the Economic Development budgets and that the students be asked to provide a report on the experience.

ACTION BY: Seonaid Rooney, Economic Development Officer

9.15 ED/ED/138 DEVELOPMENT TRUSTS NI - CREATING RESILIENT LOCAL ECONOMIES THROUGH PUBLIC/SOCIAL ENTERPRISE

Development Trusts NI has approached the Council to be a partner in a project which aims to devise an enhanced role for communities in building social capital, physical infrastructure and providing services that meet local needs. The project will seek to link community development interventions and

economic development actions, providing joint working between local government and local community and economic development stakeholders.

The pilot project will work with NILGA and 2-3 local councils (Mid Ulster, Antrim and Newtownabbey and Newry, Mourne and Down) to test a new approach to local economic development. The pilot will consider:-

- The role of local elected members in driving social & economic development
- The role of local government and other local authority agencies in maximising public finances through direct investment/service level agreements and procurement of service to support more resilient local economies
- The role of community development trusts and local enterprise agencies in fulfilling local social, economic development objectives

The project will determine:

- How to better design services with local community service users
- How procurement can be better managed to stimulate economic & social development including the delivery of public goods and services by community businesses
- How assets can be utilised as vehicles for economic activity
- How social finance can be better directed towards area regeneration and community enterprise development

The outcomes expected as a result are

1. A greater understanding of the relationship between community development & local economic development with more joined up thinking, decision making & delivery across public service bodies investing in community and economic development
2. An appreciation of how procurement can regenerate & build wealth in local communities with a willingness within public bodies to procure for social value and approve the necessary internal changes that will make this possible
3. Agreed development interventions to enhance the roles of existing community economic supply chain providers
4. Understanding of best & emerging practice across the public and community sectors across GB resulting in a shared understanding of the desired social outcomes to be achieved in two council areas and each sector's role in addressing these.

The project is being funded by Friends Provident.

Moved by Councillor Arthurs
Seconded by Councillor McClelland and

RESOLVED: that the Council participates in the programme as outlined.

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

ITEMS FOR INFORMATION

9.16 ED/TOU/049 HOLIDAY WORLD SHOW 2019

Holiday World Show is held every January in Dublin and attracts a wide range of international tour operators as well as tourism agencies from overseas and Councils from throughout Ireland. This year's Show attracted over 900 exhibitors and over 40,000 visitors. The 2019 event, which is open to the public and is now in its 29th year, will take place at the RDS in Dublin from 25-27 January 2019, inclusive, and will feature a newly extended Tourism Northern Ireland Village providing local Councils with an opportunity to showcase their tourism offer.

Officers have now booked stand space at Holiday World Show 2019 in the RDS, Dublin to use the event as a means of delivering key parts of the Council's new Tourism Strategy. Local hotels and tourist attractions will be notified of the Council's presence at the Show to help ensure that the local industry is able to benefit from the event.

Moved by Councillor Bingham
Seconded by Alderman Cosgrove and

RESOLVED: that the report be noted.

NO ACTION

9.17 G/GEN/015 CONSULATE GENERAL FOR SAINT VINCENT AND THE GRENADINES

Members were advised that correspondence (circulated) had been received from Dr Christopher Stange, advising of the formation of a Consulate General for Northern Ireland by the Government of St Vincent and the Grenadines and of his appointment to the post of Consul General.

Moved by Councillor Webb
Seconded by Councillor Arthurs and

RESOLVED: that the correspondence be noted.

NO ACTION

9.18 FI/FIN/4 BUDGET REPORT – SEPTEMBER 2018

A budget report for September 2018 (circulated) for Members' information.

The Council's variance on Net Cost of Services for the period to the end of August is £265k favourable, with income from District Rates and the De-Rating grant being on budget for the period, resulting in an increase to the Council's General Fund of £265k.

This included a contribution of £373k to the Council's Strategic Projects and Rates Appeal Reserves.

Moved by Councillor Webb
Seconded by Councillor Arthurs and

RESOLVED: that the report be noted.

NO ACTION

9.19 G/GEN/001 MALLUSK POST OFFICE

Notification had been received from the Post Office (circulated) advising of a further period of public consultation in relation to the relocation of the post office currently sited at Unit 2, Building 10, Central Park, Mallusk, to Hendersons Retail Ltd, Spar Stores, 45 Mallusk Road, Newtownabbey, BT36 4PP.

The information is also available from the Post Office Consultation Hub at
[Consultation Hub - Mallusk BT36 4FS](#)

Moved by Councillor Webb
Seconded by Councillor Arthurs and

RESOLVED: that the report be noted.

NO ACTION

MOTION TO PROCEED 'IN COMMITTEE'

Moved by Alderman Cosgrove
Seconded by Alderman Smyth

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

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

Councillor McClelland left at this point of the meeting.

9.20 IN CONFIDENCE FI/PRO/QUO/262 QUOTATION FOR CATERING VENDORS FOR COUNCIL EVENTS

Contract Period 1 January 2018 to 31 March 2019 (with an option, by the Council, to extend for a further period of 12 months, subject to review and performance)

Members are reminded that at the Operation Committee on 6 November 2017 it was reported that twenty three catering vendors were placed on the Council's select list of caterers for catering at Council events. Since then there

has been two more intakes of vendors to the select list and (circulated) details of the thirty six vendors now named on that select list.

Moved by Councillor Hamill
Seconded by Alderman Cosgrove and

RESOLVED: that the additional 12 vendors who have met the requirements of the assessment are placed on the select list for provision of catering at Council events for the period 1 January 2018 to 31 March 2019 (with an option by the Council to extend for a period of 12 months' subject to review and performance).

ACTION BY: Julia Clarke, Procurement Officer

9.21 IN CONFIDENCE FI/PRO/TEN/215 TENDER FOR THE TRANSPORTATION AND REPROCESSING OF A RANGE OF RECYCLABLES FROM HOUSEHOLD RECYCLING CENTRES

Contract Period: 1 December 2018 to 30 November 2021 (with an option to extend for up to a maximum of 24 months)

The Recycling Centres in the Borough collect mixed general waste and a range of segregated recyclable wastes that are subsequently reprocessed and make an important contribution to Council's recycling targets. This procurement exercise covers the provision of the uplift and reprocessing of the recyclable waste collected at the Centres.

Eight tenders for the transportation and reprocessing of a range of recyclables from household recycling centres were opened via the eSourcingNI Portal on 2 October 2018 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

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

One tender did not meet the requirements of Stage 1 in full and therefore did not proceed to Stage 2 Award stage. The remaining 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

Sub-Stage 1 – Technical Assessment

The tenders were evaluated on a pass/fail basis for confirmation of compliance with all aspects of the specification for each lot being bid for. Furthermore, all tenderers had to confirm that all waste collected from the

Council will be processed and treated to meet end of waste criteria as required by the Northern Ireland Environment Agency. All tenders met the requirements of this stage and proceeded to the next stage of evaluation.

Sub-Stage 2 - Quality Assessment

The tenders were evaluated on the basis of service delivery proposals (100%). Agreed quality thresholds were established in order that a high level of service delivery be achieved by the successful tenderers. All tenderers met the quality threshold.

Sub-Stage 3 - Commercial Assessment

The tender from [REDACTED] was deemed non-compliant and therefore excluded at this stage.

The remaining tenders proceeded to be evaluated on the basis of optimum/greatest return either through lowest cost or highest income as follows:

Area 1: Bruslee and O' Neill Road Household Recycling Centres

Waste Stream	Recommendation	Estimated Annual Cost/ Income £ (excl VAT)
Construction and Demolition Waste	NO AWARD	
Timber	NO AWARD	
Soil	R Heatrick Ltd T/A Skipway	£ [REDACTED] (Cost)
Metals	McKenzies (NI) Ltd	£ [REDACTED] (Income)
Cardboard	ISL Waste Management Ltd	£ [REDACTED] (Income)
Paint	Irish Waste Services Ltd	£ [REDACTED] (Cost)
Waste Engine Oil	Enva NI Ltd	£ [REDACTED] (Cost)
Waste Vegetable Oil	NO AWARD	
Plasterboard	R Heatrick Ltd T/A Skipway	£ [REDACTED] (Cost)
Carpets	Avenue Recycling Ltd	£ [REDACTED] (Cost)
Matresses	Avenue Recycling Ltd	£ [REDACTED] (Cost)
Hard Plastics	NO AWARD	
Flat Glass	NO AWARD	
Gas Cylinders	ISL Waste Management Ltd	£ [REDACTED] (Cost)
Vehicle Batteries	McKenzies (NI) Ltd	£ [REDACTED] (Income)
Haulage of General Waste Compaction & Open Hooklift Containers	NO AWARD	

Loading and Transportation of Organic Waste	NO AWARD	
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Area 2: Craigmore, Crumlin and Newpark Household Recycling Centres

Waste Stream	Recommendation	Estimated Annual Cost/ Income £ (excl. VAT)
Construction and Demolition Waste	NO AWARD	
Timber	NO AWARD	
Soil	R Heatrick Ltd T/A Skipway	£ [REDACTED] (Cost)
Metals	McKenzies (NI) Ltd	£ [REDACTED] (Income)
Cardboard	ISL Waste Management Ltd	£ [REDACTED] (Income)
Paint	Irish Waste Services Ltd	£ [REDACTED] (Cost)
Waste Engine Oil	Enva NI Ltd	£ [REDACTED] (Cost)
Waste Vegetable Oil	NO AWARD	
Plasterboard	R Heatrick Ltd T/A Skipway	£ [REDACTED] (Cost)
Carpets	NO AWARD	
Matresses	NO AWARD	
Hard Plastics	R Heatrick Ltd T/A Skipway	£ [REDACTED] (Cost)
Flat Glass	NO AWARD	
Gas Cylinders	ISL Waste Management Ltd	£ [REDACTED] (Cost)
Vehicle Batteries	McKenzies (NI) Ltd	£ [REDACTED] (Income)
Haulage of General Waste Compaction & Open Hooklift Containers	NO AWARD	
Loading and Transportation of Organic Waste	NO AWARD	

It was proposed not to award a number of the collection and reprocessing contracts either as no tenders were submitted, e.g. window glass and vegetable oil, or the submitted tenders were not deemed to provide value for money. To allow time for officers to assess how these services could be delivered and to facilitate a further competition it is recommended that the current contracts for the transportation and reprocessing of the waste streams, for which there are no awards as detailed in the tables above, be extended to 31 March 2019.

Moved by Councillor Webb
Seconded by Councillor Duffin and

RESOLVED: that

- 1. award be made to the tenderers who submitted the lowest cost / highest income bids as recommended in the tables above;**
- 2. the current contracts for the transportation and reprocessing of the waste streams for which there are no awards as detailed in the tables above be extended to 31 March 2019.**

ACTION BY: Sharon Logue, Procurement Manager

9.22 IN CONFIDENCE PK/BIO/019 DRD GREENWAY SMALL GRANTS PROGRAMME
Introduction

In 2017, Members will recall that the Department of Infrastructure awarded Council funding for an initial feasibility study of the Doagh to Larne Greenway proposal (route circulated).

At the July 2018 Council meeting, in the light of a further small grant offer of £25,000 from the Department, approval was given for Officers to proceed with Stage 3(2) of the proposal (project bid and detailed design) in partnership with Mid and East Antrim Borough Council (Appendix 1). The final bid and design must be submitted to the Department by Friday 29th March 2019.

Appointment of Consultant – Project Bid and detailed Design

Eight consultants were invited to tender for the project, however, AECOM Ltd., in partnership with Sustrans NI, were the only consultants to submit a bid. This was evaluated and they scored higher than the required threshold. Their contract submission was £ [REDACTED].

2017 Feasibility Study

Based upon the feasibility study produced by consultants in 2017, a two-phased approach had been proposed for the design stage. This was based on the fact that parts of the proposed route are on road and parts are off road.

- Phase 1 – Cycle track – As above, this route would maximise the use of the existing infrastructure, creating new connections, mainly beside or adjacent to roads. The strategic objective is to create a continuous cycle route, linking Doagh, Ballyclare, Ballynure and Larne via road and greenway. Phase 1 would also incorporate links with towns and villages to maximise the accessibility to the proposed route of the whole greenway.
- Phase 2 – Greenway – This phase is likely to have a longer timeframe due to the process of securing access to land.

Following completion of the design stage, Council could use the works to submit a further funding application to the Department, under their “Capital Grants for Greenways” competition, which is due to open in early 2019.

Moved by Councillor Webb
Seconded by Alderman Smyth and

RESOLVED: that Aecom Ltd. in partnership with Sustrans, were awarded the contract for the project bid and detailed design of the Doagh-Larne Greenway Proposal, at a total cost of £ [REDACTED].

ACTION BY: Elaine Upton, Countryside Officer

9.23 IN CONFIDENCE FI/PRO/TEN/231 TENDER FOR THE SUPPLY, DELIVERY, AND MAINTENANCE OF A RANGE OF VEHICLES

Council has previously approved a Capital Fleet Replacement programme and a procurement exercise was initiated for the purchase of a range of replacement vehicles for several departments within the Council. The tender was prepared to enable operational prioritisation and to provide best value for money.

Four tenders for the supply, delivery, and maintenance of a range of vehicles were opened via eTenders NI on 5 October 2018 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 tender failed to meet the requirements of stage 1 and did not proceed further in the evaluation. The remaining three tenders met the requirements of Stage 1 and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Sub-Stage 1 – Technical Assessment

The tenders were evaluated on a pass/fail basis for compliance with all aspects of the specification for each lot. For Lot 1, one tender failed to meet the requirements of this stage and did not proceed further for the evaluation. The remaining tenders met the requirements of this stage and proceeded to the next stage of evaluation.

Sub-Stage 2 – Commercial Assessment

The tenders were evaluated on the basis of Lowest Estimated Total Overall Cost (100%) and the recommendation was as follows:

Lot	Recommendation	Total Cost of Vehicle(s) and Optional Extras (£) (excl. VAT)	Estimated Total Cost of Maintenance in the Warranty Period (£) (excl. VAT)
Lot 1: 2 x 3500kg Crew Cab Fixed Body (with the option to purchase a further 1 vehicle of the same specification at the tendered rates within this financial year)	NI Trucks Ltd.	£ [REDACTED]	£ [REDACTED]

Lot 2: 2 x 5200kg Open Back Tipping Vehicle with Drop Sides and a Tail Lift (with the option to purchase a further 2 vehicles of the same specification at the tendered rates within this financial year)	NI Trucks Ltd.	£8 [REDACTED]	£ [REDACTED]
Lot 3: 1 x 6500kg Crew Cab with Hydraulic Tip Mechanism	NI Trucks Ltd.	£ [REDACTED]	£ [REDACTED]
Lot 4: 1 x 7500kg Crew Cab with Beaver Tail	NI Trucks Ltd.	£ [REDACTED]	£ [REDACTED]
Lot 5: 1 x 12000kg Rigid Diesel Vehicle with Solid Panel Body and Tail Lift	NI Trucks Ltd.	£ [REDACTED]	£ [REDACTED]

Moved by Councillor Webb
 Seconded by Alderman Smyth and

RESOLVED: that awards be made to NI Trucks Ltd who submitted the lowest estimated total overall cost for each lot.

ACTION BY: Melissa Kenning, Procurement

9.24 IN CONFIDENCE FI/PRO/TEN/232 TENDER FOR THE PROVISION OF FLEET MAINTENANCE

CONTRACT PERIOD: 1 December 2018 to 30 November 2020 with the option to extend for up to a maximum of 24 months, subject to review and performance.

Four tenders for the provision of fleet maintenance were opened via eTenders NI on 12 October 2018 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, technical capacity of the contract manager and the team, location of premises, vehicle recovery service, and declarations and form of tender. All tenders met the requirements of Stage 1 and proceeded to Stage 2. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

Sub-Stage 1 – Compliance

All four tenderers confirmed their compliance with all elements of the specification and provided all information requested and therefore proceeded to the next stage of the assessment.

Sub-Stage 2 – Commercial Assessment

The tenders were evaluated on the basis of Quality (30%) and Lowest Estimated Total Overall Cost Over 4 Years (70%) and the recommendation is as follows:

Recommendation	Quality Score (out of 30%)	Cost Score (out of 70%)	Total Score (out of 100%)	Estimated Annual Cost (£) (excl. VAT)
RD Mechanical Services Ltd	30.00	70.00	100.00	£ [REDACTED]

Moved by Councillor Webb
Seconded by Alderman Smyth and

RESOLVED: that having achieved the highest score with 100%, RD Mechanical Services Ltd be appointed to provide fleet maintenance for the period of 1 December 2018 to 30 November 2020 with the option to extend for up to a maximum of 24 months, subject to review and performance and at the tendered rates.

ACTION BY: Melissa Kenning, Procurement

9.25 IN CONFIDENCE FI/PRO/TEN/222 TENDER FOR PROPERTY CONDITION SURVEYS AT COUNCIL SITES IN THE ANTRIM AND NEWTOWNABBEY BOROUGH AREA

Nine tenders for property condition surveys at Council sites across the Borough were opened via the eTendersNI Portal on 8 October 2018 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

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

Five tenders did not meet the requirements of Stage 1 in full and therefore did not proceed to Stage 2 Award stage. The remaining four 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

Sub-Stage 1 – Technical Assessment

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

Sub- Stage 2 – Quality/Commercial Assessment (20%/80%)

The tenders were evaluated on the basis of Quality (20%) and lowest estimated total overall cost (80%) and the recommendation is as follows:

Supplier	Quality Assessment (out of 20%)	Cost Assessment (out of 80%)	Total % Score	Estimated Total Overall Cost (£) (Excl VAT)
Watts Group Limited	20%	80%	100%	£ [REDACTED]

Moved by Councillor Webb
Seconded by Alderman Smyth and

RESOLVED: that having achieved the highest score of 100%, Watts Group be appointed for property condition surveys at Council sites across the Borough at an estimated total overall cost of £ [REDACTED] (excl. VAT).

ACTION BY: Sharon Logue, Procurement Manager

9.26 IN CONFIDENCE CE/STC/88 ORGANISATION STRUCTURES

Members were reminded that the Council previously approved a structure for Community Planning, Tackling Deprivation in February 2017. A revised structure was attached for Members as follows:

- Community Planning (Community Services & Tackling Deprivation) Appendix 1

Members were further reminded that the Council previously approved the structure for Finance in October 2017. A revised structure was attached for Members as follows:

- Finance Appendix 2

Moved by Councillor Montgomery
Seconded by Councillor Webb and

RESOLVED: that the proposed revised structures at Appendix 1 and Appendix 2 be approved, subject to consultation with staff and Trade Unions.

ACTION BY: Joan Cowan, Head of Human Resources

MOTION TO PROCEED 'OUT OF COMMITTEE'

Moved by Alderman Smyth
Seconded by Councillor Duffin

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 on behalf of himself and the Deputy Mayor and the meeting concluded at 7.43 pm.

MAYOR

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