



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
COMMUNITY PLANNING AND REGENERATION COMMITTEE HELD IN MOSSLEY MILL ON  
MONDAY 11 JANUARY 2016 AT 6.30 PM**

- In the Chair** : Councillor P Brett
- Committee Members Present** : Aldermen - P Barr and T Burns  
Councillors – T Girvan, P Hamill, N Kells, N Kelly, A M Logue,  
R Lynch, M Magill, P Michael, J Montgomery and V McWilliam
- Non Committee Members Present** : Aldermen - J Smyth  
Councillors - J Blair, L Clarke, M Maguire, N McClelland, S Ross and B Webb
- In Attendance** : Dr Tony Stephens – Chief Executive, Northern Health and Social Care Trust  
Ms Pamela McCreedy – Deputy Chief Executive, Northern Health and Social Care Trust
- Officers Present** : Director of Community Planning and Regeneration - M McAlister  
Head of Property and Building Services - B Doonan  
Head of Economic Development - P Kelly  
Head of Capital Development - R Hillen  
Head of Community Planning – L Moore  
Senior Administrative Officer - S McAree

**CHAIRMAN'S REMARKS**

The Chairman welcomed members to the meeting and reminded them of the audio recording protocol.

**1 APOLOGIES**

Councillor Scott

## 2 DECLARATIONS OF INTEREST

None

### 3.1 CE/GEN/38 PRESENTATION - NORTHERN HEALTH AND SOCIAL CARE TRUST

Members were reminded that it was agreed at the October 2015 Community Planning & Regeneration Committee meeting that the Northern Health and Social Care Trust be invited to engage with Council on their 5 year plan including planned service reviews/changes within the Borough affecting residential homes and intermediate care hubs.

Dr Tony Stephens (Chief Executive) and Ms Pamela McCreedy (Deputy Chief Executive) made their presentation. Following members' questions the Chairman thanked them for their presentation and they left the meeting.

### 3.2 CP/GR/19 GOOD RELATIONS GRANT AID PROGRAMME 2015-16

Members were reminded that the annual Good Relations Action Plan, approved by the Council in February 2015 and submitted to the Office of the First Minister and Deputy First Minister contains a budget of £25,000 for the implementation of a Good Relations Grant Aid Programme. The purpose of this Programme was to support community and race relations locally. This was a rolling programme open until December 2015 subject to budget availability.

Members were reminded that a pass threshold of 50% for Good Relations Grant Aid applications was agreed at the Community Planning and Regeneration Committee in November 2014.

One application was received in December from the Bardic Educational Arts and Media requesting £2,500 leaving a current remaining budget of £10,307.55. As outlined in the table below, the application scored 64% and is therefore recommended for funding.

Group Name/ Project Promoter	Project Description/Title	Score (%)	Amount Awarded
Bardic Educational Arts and Media (BEAM Creative Network)	Use the arts (drama and dance) to deliver good relations, law and order, prejudice and discrimination, and diversity learning to 120 children from 4 primary schools across	64	£2,500

	the Antrim and Randalstown area.		
	<b>TOTAL AMOUNT AWARDED</b>		<b>£2,500</b>

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

**the proposed funding award be approved.**

*ACTION BY: Louise Moore*

**3.3 PBS/PS/1 & FI/PRO/QUO/50 INSTALLATION OF POWER ASSISTED DOOR ACCESS SYSTEMS AT VALLEY LEISURE CENTRE, THEATRE AT THE MILL, BALLYCLARE TOWN HALL AND LILIAN BLAND PAVILION**

Members were reminded that provision was made for £100,000 of capital expenditure allocated over a three year period, 2014, 2015 and 2016 for improvement works to Legacy Newtownabbey Council facilities in line with the Disability Discrimination Act. Following site surveys to evaluate the extent of works applicable to each site, one of the priority areas of work was the installation of power assisted doors. Last year £30,000 was subsequently spent on Sixmile Leisure Centre, Mossley Mill, Ballyearl Leisure Centre and the Courtyard Theatre.

It was reported that Phase 2 of these works considered the installation of power assisted doors at the following buildings, Valley Leisure Centre, Theatre at the Mill, Ballyclare Town Hall and Lilian Bland Pavilion. The total cost of works for phase 2 was £30,000, for the installation of 23 power assisted doors. On completion of these works access audits will be reviewed to prioritise further works in the 2016/2017 financial year. A copy of the economic appraisal for this second phase of works was enclosed.

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

**the economic appraisal and specified works to the value of £30,000 at the above mentioned sites be approved.**

*ACTION BY: Bronagh Doonan*

**3.4 ED/ED/5 RURAL DEVELOPMENT PROGRAMME: LOCAL ACTION GROUP STRATEGY**

Members were reminded that the Department of Agriculture and Rural Development (DARD) allocated £2.61m to the Antrim and Newtownabbey Council area from the EU Rural Development Programme. GROW, a Local Action Group (LAG), was formed earlier this year to administer the funding with the

Council providing management and staff support through a service level agreement.

It was reported that in May 2015 the Council accepted an offer of a grant assistance from DARD to prepare an interim strategy on behalf of GROW (interim pending the finalisation of the Council's new Community Plan expected in mid-2016) presenting a case for allocating the £2.61m of funding to 2020. Following the completion of a needs analysis and a programme of public consultations, the interim strategy was agreed by GROW on 11 December and a summary of the indicative allocation of funding was as follows:

<b>Scheme</b>	<b>Budget</b>	<b>% of budget</b>
1. Rural Business Investment	£1,197,000	45.9%
2. Basic Services	£480,000	18.4%
3. Village Renewal	£313,000	12.0%
4. Rural Broadband	£0	0.0%
5. Co-operation projects	£150,000	5.7%
6. Administration & Animation	£470,000	18.0%
<b>TOTAL</b>	<b>£2,610,000</b>	<b>100.0%</b>

Members were advised that GROW had also agreed a timetable for public calls for applications starting with the Rural Business Investment measure from February 2016. Further calls would be released according to the following schedule which was intentionally phased to ensure that the available funding was spread out of several years:

<b>Scheme</b>	<b>Application call close</b>
Rural Business Investment	May 2016
Basic Services	January 2017
Village Renewal	January 2017
Rural Business Investment	June 2017
Basic Services	January 2018
Village Renewal	January 2018
Rural Business Investment	June 2018
Village Renewal	June 2018

It was reported that the interim strategy indicated that a minimum of 30 jobs would be created through the Rural Business Investment scheme and that there would be a minimum of 14 community based projects to improve basic services and to revitalise villages across the Borough.

It was further reported that GROW was now waiting for DARD's approval of its interim strategy which was expected early in the New Year, along with a contract to enable the LAG, with management and administrative support from the Council, to commence delivery.

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

- (a) the strategy be noted and staff be congratulated
- (b) Officers present a further report to the Committee with the full contract to enable the strategy to be implemented.

ACTION BY: Paul Kelly

### 3.5 CP/P4/1 PEACE IV PROGRAMME 2014-2020

Members were reminded that the Special EU Programmes Body (SEUPB) was a north/south implementation body which was responsible for managing the EU structural fund programme – Peace IV which is a unique structural funds programme aimed at reinforcing progress towards a peaceful and stable society in Northern Ireland and the border region of Ireland.

The content of the new Peace IV programme has been agreed by the Northern Ireland Executive and the Irish Government with the overarching priority of supporting peace and reconciliation and details four objectives as noted below;

1. Shared Education
2. Children and Young People
3. Shared Spaces and Services
4. Building Positive Relations at a Local Level

It was reported that the European Commission approved the final Peace Programme on 30 November and the SEUPB held a half day pre-application workshop for Councils in Northern Ireland and the border region on 3 December. Indicative financial allocations for each Council area were presented and draft guidance on developing the local action plan was also circulated.

Members were advised that the indicative financial allocation for Antrim and Newtownabbey Borough Council was €3,776,364 and was broken down as follows.

Local Authority Area	Peace Action Plan Total (ERDF + Match)	Children and Young People (aged 0-24) Total (ERDF + Match)	Shared Space Total (ERDF + Match)	Building Positive Relations Total (ERDF + Match)
Antrim and Newtownabbey	3,776,364	793,597	1,340,890	1,641,879

The SEUPB will open a two stage closed call for applications from local authorities. There will be a rolling call for submission of applications between January and May 2016 as detailed below.

<b>Deliverable</b>	<b>Timescale</b>
Guidance Issued	December 2015
Development Phase Development workshops will be delivered by the SEUPB and attendance from all eligible Councils is mandatory	December 2015-May 2016
Submit Stage 1 Application Form	January – May 2016
Steering Committee Stage 1 Decision	8 weeks post application receipt
Stage 2 Submission	6 weeks after Steering Committee Decision
Steering Committee Stage 2 Decision and Letter of Offer issue	Within 22 weeks of Stage 2 submission

It was further reported that in order to progress the Local Area Action Plan, for submission to SEUPB, staff time would be required in co-ordinating this significant process. SEUPB had advised that reimbursement of staffing costs would be sought from the new programme and would include retrospective expenditure providing that it is eligible, reasonable and directly linked to the development of the action plan.

Members were further advised that SEUPB had set a robust set of criteria for submission of a detailed Local Area Action Plan and in order to progress this in the first instance it was recommended that an independent consultant, as per previous Peace Programmes was appointed to gather information and consult with elected members, communities and key stakeholders in order to produce a detailed evidence based action plan for Antrim and Newtownabbey Borough Council.

A number of workshops will be held for members and dates will be circulated once these have been agreed.

Proposed by Councillor Kells  
Seconded by Councillor Kelly and agreed that

- (a) a recruitment process be commenced for a Peace IV Co-ordinator on a fixed term basis to progress the Programme given the tight timeframe.**
- (b) an independent consultant be appointed, up to the maximum of £10,000 to develop a detailed action plan for submission to SEUPB.**

*ACTION BY: Louise Moore*

### **3.6 ED/ED/30 BALLYCLARE HIGH SCHOOL: REQUEST FOR FINANCIAL ASSISTANCE**

It was reported that a request for financial assistance had been received from Ballyclare High School to support a team of pupils from the school and one teacher to attend the 'Big Bang National Science and Engineering' competition which will take place in March 2016 at the NEC in Birmingham.

Members were advised that the Ballyclare team entered the 'Sentinus Young Innovators' competition in Belfast in June and were chosen as one of 10 teams to represent Northern Ireland at the UK finals. The pupils had developed a device for children with epilepsy alerting their carers of a seizure. The application was linked to smart phone technology utilising GPS co-ordinates, a Google map and text message to provide an alert. This was the third consecutive year that pupils from Ballyclare High School had been selected to attend the UK competition.

Financial assistance was requested towards the cost of flights, accommodation, subsistence and insurance for 3 pupils and 1 member of staff at an estimated total cost of £1,627. Members were reminded of the decision taken by the Shadow Council in November 2014 to support Ballyclare High School with the cost of flights and accommodation for 3 pupils to attend the Big Bang 2015 event in Birmingham at a cost of £729, but not including the cost of staff. Members were also reminded of the decision taken by the Council in November 2015 to make a contribution to Belfast High School of £500 towards the flights and accommodation for 4 pupils plus 1 teacher to attend the Big Bang Competition 2016 at a cost of £500.

Proposed by Councillor McWilliam

Seconded by Councillor T Girvan and agreed that

**the Council contributes up to £723 towards the cost of flights and accommodation for 3 pupils to attend the competition, provision for which exists in the Economic Development budget.**

*ACTION BY: Paul Kelly*

### **3.7 PM/TEN/159 TENDER FOR THE SUPPLY AND OPERATION OF SECURITY SERVICES AT COUNCIL SITES WITHIN ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL AREA**

Members were reminded that at the Council Meeting held on 29 June 2015, the tender for the supply and operation of security services at Council sites within the Antrim and Newtownabbey area submitted by Securitas Security Services was accepted.

Officers recommend that following service elements be extended for a further period of 6 months to 31 August 2016 at the tendered rates.

- Mobile Patrol
- Key Holding Services(Newtownabbey locations)

Proposed by Councillor Hamill

Seconded by Councillor Lynch and agreed that

**the supply and operation of mobile patrol security services at Council sites within Antrim and Newtownabbey and key holding services at Council sites in Newtownabbey be extended to 31 August 2016, at the tendered rates.**

ACTION BY: *Julia Clarke*

**3.8 TQ/780 TENDER FOR THE SUPPLY, INSTALLATION AND SERVICING OF HYGIENE SERVICES PRODUCTS**

Members were reminded that at the Leisure Committee (former Newtownabbey Borough Council) held on 19 January 2015, tenders submitted by Personnel Hygiene Services Ltd PHS Group for the supply, installation, and servicing of hygiene services products was accepted for the period of 1 February 2015 to 31 January 2016 (with an option by the Council to extend for a further two years on an annual basis).

Officers recommend that the contracts be extended for a further period of 12 months to 31 January 2017 at the tendered rates.

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

**the contracts for the supply, installation, and servicing of hygiene services products, as detailed above, be extended for a further period of 12 months to 31 January 2017 at the tendered rates.**

ACTION BY: *Julia Clarke*

**3.9 D/PM/132 PORTLAND AVENUE, GLENGORMLEY ENVIRONMENTAL IMPROVEMENT SCHEME (EIS)**

**Background**

Members were advised that the Environmental Improvement Scheme (EIS) in Portland Avenue, Glengormley involved the enhancing of the streetscape including repaving of footpaths, resurfacing of carriageway, new street lighting and street furniture.

Members were further advised that at the outset the Department of Social Development (DSD) had allocated £450,000 to the scheme and the Council match funded 10% of the total scheme costs up to a maximum of £50,000.

On foot of this a concept scheme was developed and in March 2014 an overall funding package by DSD, Transport NI and Council was agreed as detailed below.

<b>Funder</b>	<b>Element of Scheme</b>	<b>Agreed Funding Sum</b>
DSD	Repaving, Street Lighting, Street Furniture	£281,030.00
Council	Repaving, Street Lighting, Street Furniture	28,103.00
Transport NI	Resurfacing of Carriageway	8,000.00
Council	Resurfacing of Carriageway	<u>8,017.25</u>
<b>Total Funding Sum</b>		<b>£325,150.25</b>



Please note that the funding sum includes both the works and professional fees.

### **Tender/Quotations**

In progressing the scheme consultants and contractors were approved and appointed as follows:

#### **Repaving, Street Lighting and Street Furniture**

Consultant fees	£25,600.00
Contractor works	<u>£263,366.77</u>
Sub- Total	£288,966.77

#### **Resurfacing of Carriageway**

Consultant fees	£2,950.00
Contractor works	<u>£16,017.25</u>
Sub- Total	£18,967.25
<b>Total Cost Plan</b>	<b>£307,934.02</b>

### **Programme**

It was reported that the repaving works commenced in September 2014 with planned completion in December 2014. Actual completion was achieved in February 2015. The delay in completion was due to a number of factors including unforeseen site conditions (shallow NIE cabling), private landowner issues and minor client requirements. The above factors resulted in an increase in the outturn cost of the work.

Resurfacing of the carriageway was undertaken following completion of the repaving works. Some contract variations were required including additional drainage and road calming measures which were necessary to satisfactorily complete the resurfacing works.

### **Summary of Outturn Cost**

The final project outturn cost of the repaving and resurfacing scheme is as follows.

#### **Repaving, Street Lighting and Street Furniture**

Consultant fees	£26,108.00
Contractor works	<u>£351,433.59</u>
Sub-total	£377,541.59

#### **Resurfacing of Carriageway**

Consultant fees	£ 2,950.00
Contractor works	<u>£17,456.94</u>
Sub-total	£20,406.94

<b>Total Outturn Cost</b>	<b>£397,948.53</b>
<b>Total Funding Sum</b>	<b><u>£325,150.25</u></b>
<b>Difference (Funding Shortfall)</b>	<b>£ 72,798.28</b>

In May 2015 the Council agreed to the final account for the resurfacing of the carriageway in the sum of £17,456.94.

Since May 2015 Council Officers had held detailed discussions over a number of meetings with DSD Officers and had been successful in securing additional funding in the sum of £32,078.30 from DSD. This brought the total funding received from the DSD to £313,068.30.

Transport NI was unable to contribute any additional funding above the £8,000 already awarded.

At inception stage the former Newtownabbey Borough Council had committed a maximum contribution of £50,000 towards the EIS. Taking into account the additional DSD funding secured to meet the overall project cost, the Council contribution would increase by £26,880.23 to £76,880.23 as summarised below.

Funder	Element of Scheme	Proposed Funding Scheme
DSD	Repaving, Street Lighting, Street Furniture	£313,068.30
Council	Repaving, Street Lighting, Street Furniture	£64,473.29
Transport NI	Resurfacing of Carriageway	£8,000.00
Council	Resurfacing of Carriageway	<u>£12,406.94</u>
Total Funding		£397,948.53

Proposed by Councillor Hamill  
Seconded by Alderman Barr and agreed that

- (a) **the total outturn cost for the repaving, street lighting and street furniture works in the sum of £351,433.59 and consultant's fees of £26,108.00 be approved**
- (b) **the Council's funding contribution overall for the Environmental Improvement Scheme in Portland Avenue increases by £26,880.23 to £76,880.23**

*ACTION BY: Reggie Hillen*

### **3.10 CD/PM/49 TRANSFER OF LAND AT KNOCKENAGH AVENUE, RATHFERN**

Members were reminded that discussion had been ongoing with the Housing Executive and Education Authority for the transfer of land at Knockenagh Avenue, to the Council. Both Organisations had agreed to the transfer at no cost and the legal process is nearing completion.

It was reported that, However, two areas of Japanese Knotweed, an invasive plant species, had been identified on the site. It was recommended that the Council completed the land transfer process and undertook to eradicate the knotweed as part of the redevelopment plan for the site. An estimated cost for the eradication process was provided at the meeting.

Members were reminded that following agreement of the outline design for the site in Autumn 2015, consultants were currently being appointed to carry out the detailed design and subsequently supervise the construction works.

Proposed by Councillor Hamill

Seconded by Alderman Barr and agreed that

- (a) the Council completes the transfer of land at Knockenagh Avenue, from the Housing Executive and Education Authority**
- (b) the Council undertakes a programme of work to eradicate the Japanese Knotweed on the site up to the value of £20,000.**

*ACTION BY: Reggie Hillen*

### **3.11 CD/PM/48 STEEPLE SITE CONCEPT PLAN**

Members were reminded that a consultant had been appointed to develop a concept plan for the greater Steeple site in Antrim. This plan included analysing the potential for development on the Council owned land in the area (Steeple Park and Steeple House) along with the potential for joint working with the schools on the adjoining sites. Options for the concept plan were currently being drawn up and would be presented to Members in due course.

It was reported that one of the delivery options was to develop sports facilities jointly with the schools. In December 2015 information was received from Sport NI indicating that capital funding might be available in 2016/17 for the development of multi-sport and recreational facilities. The details of the funding programme were not yet available however the main criteria are; that the facilities sought to increase participation at a local level and; included provision of facilities for a minimum of four sports (indoor and/or outdoor). The facilities for the four sports did not need to be 'new'. existing facilities could be utilised. The emphasis was on ensuring that the facilities were available for community use.

Meetings had recently been held with Antrim Grammar School, Parkhall Integrated College and the Education Authority (EA) to establish if a partnership could be developed to allow a funding application be made to Sport NI. To progress the matter it was recommended that the Council agreed 'In Principle' to enter into partnership with the Schools and the Education Authority to develop the necessary arrangements to allow a funding application to be submitted and; writes to the Schools and to the EA requesting a reciprocal 'in principle' agreement.

Members were advised that Indications from Sport NI were that a call for Expressions Of Interest in funding would be made in April/May 2016. The Expression Of Interest would need to be supported by a business/operational plan and sports development plan, along with a partnership agreement between the parties involved. It was therefore recommended that a consultant be appointed to assist with the development of the required information. It was further recommended that, in the spirit of partnership, the schools and Education Authority be asked to contribute to the cost of the consultant.

Proposed by Councillor Kells  
Seconded by Councillor Montgomery and agreed that

- (a) **the Council agrees 'in principle' to enter into a partnership with Antrim Grammar School, Parkhall Integrated College and the Education Authority to prepare the necessary plans and other information to support an application to Sport NI for the development of joint use sports and recreation facilities at the Greater Steeple site**
- (b) **the Council writes to the Schools and Education Authority to request a reciprocal 'In Principle' agreement**
- (c) **A consultant be appointed to assist in the development of the necessary information to accompany the funding application to Sport NI up to the value of £5,000**

ACTION BY: *Reggie Hillen*

### **3.12 CP/GR/20 GOOD RELATIONS ACTION PLAN 2016/2017**

Members were reminded that an annual submission was made by the Council to the Office of the First Minister and Deputy First Minister (OFMDFM) requesting financial assistance for the delivery of a Good Relations Action Plan. A commissioning letter was expected mid-February 2016 with submission due at the end of February, in order to meeting this timeline the Good Relations Action Plan 2016/17, a draft copy of which was enclosed, required Council consideration. Plans submitted for funding under the District Council Good Relations Programme must reflect the aims and objectives of the central government strategy *Together Building a United Community* published on the 23 May 2013.

This Strategy reflects the government's commitment to improving community relations and continuing the journey towards a more united and shared society. It outlines how government, community and individuals will work together to build a united community and achieve change against the following key priorities:

1. Our children and young people;
2. Our shared community;
3. Our safe community; and
4. Our cultural expression.

Members were advised that during 2015/16 the Good Relations Programme had engaged over 4,000 people by the end of September 2015 with key areas of work such as the Community Relations in Schools Programme delivered in St Joseph's and Greystone Primary Schools. The actions outlined in the 2016/2017 Draft Action Plan reflected the issues identified under the main themes in the *Together Building a United Community Strategy* and the priority issues identified through the Newtownabbey Borough Council's Good Relations Strategy for 2012-2016 "*Living Well Together*" and Antrim Borough Council's Good Relations Audit 2014. The key issues to be addressed were summarised on the 2016/2017 Project Schedule, a copy of which was enclosed.

It was reported that OFMDFM required match funding of 25% from local councils in line with any offer of funding made. The overall amount required for 2016/2017 to enable the Action Plan to be delivered in full is detailed below. The total

amount required from the Council had been included in the Estimates for 2016/17.

Council contribution:	£46,747.47
Requested from OFMDFM:	£140,242.40
<b>Total</b>	<b>£186,989.87</b>

Members were further advised that the Action Plan had been submitted to OFMDFM as a draft document subject to Council approval. A decision and confirmation of the amount awarded was expected at the end of April 2016.

Proposed by Councillor McWilliam  
Seconded by Councillor Kelly and agreed that

- (a) the draft Good Relations Action Plan be approved**
- (b) match funding up to a maximum amount of £46,747.47 be provided, provision for which has been made in the 2016/2017 budgets.**

The Director undertook to provide members with the procurement details for the delivery of the programmes outlined in the plan.

*ACTION BY: Louise Moore*

### **3.13 CP/CP/9 FOOD BANKS IN NORTHERN IRELAND**

Members were advised of correspondence received from the Department for Social Development regarding food banks in Northern Ireland which refers to research carried out by the Department on this theme.

It was reported that food banks were a source of crisis support for individuals and families in the form of food parcels which included sufficient provisions for 3-4 days. Parcels could also include toiletries and other essentials dependant on the food bank.

The research found low income, debt and issues with benefits to be the primary drivers in the use of food banks, which has increased in recent years. Mental health issues including addiction and social phobia were also contributory factors, particularly for those who required support from food banks on more than a one off emergency basis.

The full report is available at  
<https://www.dsdni.gov.uk/sites/default/files/publications/dsd/dsd-research-food-bank-research.pdf>

Members were advised that there were seven food banks known to officers in the Antrim and Newtownabbey Borough Council area, which were primarily run by churches:

- Abbots Cross Presbyterian Church

- Ballyclare Presbyterian Church
- Carnmoney Presbyterian Church
- Glengormley Methodist Church
- Oasis Antrim Food Store
- Whiteabbey Methodist Church
- Whiteabbey Presbyterian Church

In addition the Society of St Vincent de Paul provided assistance with food and fuel costs.

Proposed by Councillor Kells  
Seconded by Councillor Magill and agreed that

**the report be noted.**

*NO ACTION*

### **3.14 CP/GR/20 GOOD RELATIONS SEMINARS**

Members were reminded of the Northern Ireland Executive's Good Relations Together: Building a United Community (T:BUC) Strategy which underpins the Councils Good Relations Action Plan. In recognition of the important role played by Councils in the delivery of this Strategy the T:BUC Programme Board had asked the Equality Commission and the Community Relations Council to deliver a series of Good Relations seminars to local Councils in order to provide support for local representatives in the delivery of their responsibilities for Good Relations in their area.

It was reported that the Seminars would provide a legislative and strategic overview of the Council's role and responsibilities and examine how development and delivery of Good Relations and anti-racism objectives were assimilated within the Council's Good Relations Action Plan 2016/17.

Members were advised that further information with regard to specific dates, times and content for the seminars would be forwarded to members in due course.

Proposed by Councillor Kells  
Seconded by Councillor Magill and agreed that

**the report be noted.**

*NO ACTION*

### **3.15 CP/PCSP/1 POLICING BOARD – MEETING WITH CHAIRS AND VICE CHAIRS**

It was reported that correspondence had been received from the Policing Board, a copy of which was enclosed, providing follow up information on the issues raised at the meeting of the Charis and Vice Chairs with Board Members on 10 December 2015.

The Board also provided an assurance that it would continue to support the PCSP in its work.

Proposed by Councillor Kells

Seconded by Councillor Magill and agreed that

**the report be noted.**

NO ACTION

### 3.16 CPR/PBS/BC/2 BUILDING CONTROL MATTERS – FOR THE PERIOD 1 NOVEMBER TO 30 NOVEMBER 2015

#### 1. Building Regulations

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

##### 1.1 Applications

Full Applications - 56

Building Notices - 167

Regularisation Certificate applications - 42

##### 1.2 Recommendations

Approvals - 58

Rejected - 50

##### 1.3 Regularisation Certificate

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

##### 1.4 Building Notices

146 Completion Certificates issued on Applications received under Building Notices.

##### 1.5 Inspections

A total of 864 Site Inspections were carried out, these include both interim and statutory inspections as required by Regulation 12 of the Building Regulations.

##### 1.6 Commencements & Completions

Work commenced on 259 jobs.

Work completed on 226 jobs.

##### 1.7 Property Certificates

A search was carried out for outstanding notices under Building Regulations, on 209 property enquiries from Solicitors.

##### 1.8 Income for November 2015

Plan Fees Received for Month	£7,571.75
Inspection Fees Invoiced for Month	£32,506.89
Building Notice Fees Invoiced for Month	£14,010.00
Regularisation Fees Invoiced for Month	£5,731.20
Property Certificate Fees Received for Month	£11,760.00
<b>Total</b>	<b>£71,579.84</b>



Proposed by Councillor Kells  
Seconded by Councillor Magill and agreed that

**the report be noted.**

ACTION BY: Bronagh Doonan

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

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

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

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

#### **ITEMS IN CONFIDENCE**

**3.17 FI/PRO/TEN/39 TENDER FOR OPENING, CLOSING AND CLEANING OF PUBLIC CONVENIENCES AND OTHER GATED AREAS CONTRACT PERIOD: 1 FEBRUARY 2016 TO 31 JULY 2016 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR UP TO 4 PERIODS OF THREE MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)**

It was reported that tenders for the Opening, Closing and Cleaning of Public Conveniences and Other Gated Areas were opened via the E-Sourcing NI Portal on 4 December 2015 and referred to the Evaluation Panel for assessment. The three tenders received were evaluated on a two stage basis as follows:

#### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated using criteria such as economic and financial standing, health and safety, previous company experience and confirmations and declarations. All the tenders met the requirements of Stage 1 of the assessment and proceeded to Stage 2.

#### **STAGE 2 – AWARD STAGE**

##### **Technical/ Commercial Assessment**

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

Proposed by Councillor Logue  
Seconded by Councillor Hamill and agreed that

**having achieved the highest score with 84%, OCS Group UK Ltd be appointed for the opening, closing and cleaning of public conveniences and other gated areas for the period 1 February 2016 to 31 July 2016 (with an option by the**

**Council to extend for up to 4 periods of three months, subject to review and performance) at the tendered rates.**

ACTION BY: Julia Clarke and Graham Reid

**3.18 FI/PRO/TEN/19 TENDER FOR THE PROVISION OF POWER WASHING & GRAFFITI REMOVAL SERVICES CONTRACT PERIOD: 1 FEBRUARY 2016 TO 31 JANUARY 2017 (WITH AN OPTION BY THE COUNCIL TO EXTEND FOR A FURTHER PERIOD, UP TO A MAXIMUM OF 24 MONTHS, SUBJECT TO REVIEW AND PERFORMANCE)**

It was reported that tenders for the Provision of Power Washing & Graffiti Removal Services were opened via the E-Sourcing NI Portal on 4 December 2015 and referred to the Evaluation Panel for assessment. The four tenders received were evaluated on a two stage basis as follows:

**STAGE 1 – SELECTION STAGE**

The tenders were evaluated using criteria such as economic and financial standing, health and safety, previous company experience, environmental management and confirmations and declarations. One tender did not meet the requirements of Stage 1 and therefore did not proceed to Stage 2.

**STAGE 2 – AWARD STAGE**

**Technical/ Commercial Assessment**

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

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

**having achieved the highest score with 90%, Keep It Clean be appointed for the provision of power washing and graffiti removal services for the period 1 February 2016 to 31 January 2017 (with an option by the Council to extend for a further period, up to a maximum of 24 months, subject to review and performance) at the tendered rates.**

ACTION BY: Julia Clarke and Graham Reid

**3.19 CARMONEY CEMETERY**

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

Proposed by Councillor McWilliam

Seconded by Councillor Lynch I and agreed that

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

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

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 8.10pm.

Mayor

---