



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE COUNCIL HELD IN  
MOSSLEY MILL ON MONDAY 29 APRIL 2019 AT 6.30 PM**

- In the Chair** : The Mayor (Councillor P Michael)
- Members Present** : Aldermen – F Agnew, A Ball, P Barr, M Cosgrove,  
W DeCourcy, M Girvan, J Smyth and R Swann  
Councillors – J Bingham, P Brett, L Clarke, H Cushinan,  
P Dunlop, S Flanagan, R Foster, M Goodman, J Greer,  
P Hamill, D Hollis, N Kelly, R Lynch, M Maguire, S McCarthy,  
N McClelland, J McGrath, V McWilliam, J Montgomery,  
M Rea, D Ritchie, S Ross, B Webb and R Wilson
- Officers Present** : Chief Executive – J Dixon  
Deputy Chief Executive – M McAlister  
Director of Organisation Development – A McCooke  
Director of Operations – G Girvan  
Director of Finance and Governance – S Cole  
Director of Community Planning – N Harkness  
Borough Lawyer and Head of Legal Services – P Casey  
ICT Change Officer – A Cole  
Media and Marketing Officer – J Heasley  
Member Services Manager – V Lisk  
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 Brett, Kelly, Cushinan and Goodman joined the meeting at this point.

## **MAYOR'S REMARKS**

The Mayor and Members paid tribute to Members who had decided not to seek re-election, Aldermen Ball and Barr, Councillors Bingham, DeCourcy, Girvan and Ritchie, acknowledged their contribution and service to public life, and wished them well for the future.

Councillors Bingham, DeCourcy and Ritchie thanked the Mayor and Members for their kind words and Officers for their assistance over the years.

### **2 APOLOGIES**

Aldermen Burns and Campbell  
Councillors Arthurs, Girvan, Greer, Logue and Magill

*Councillor Montgomery left the Chamber.*

### **3 DECLARATIONS OF INTEREST**

Item 9.5 – Councillor Rea  
Item 9.15 – Alderman Girvan, Councillors Clarke, McWilliam and Rea  
Item 9.19 – Councillor Webb

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

Moved by Councillor Ritchie  
Seconded by Alderman Smyth and

**RESOLVED - that the Minutes of the proceedings of the Antrim and Newtownabbey Borough Council Meeting of Monday 25 March 2019 be taken as read and signed as correct.**

*NO ACTION*

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

Moved by Councillor Ritchie  
Seconded by Councillor Clarke and

**RESOLVED - that the Minutes of the proceedings of the Operations Committee Meeting of Monday 1 April 2019 be approved and adopted.**

*NO ACTION*

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

Moved by Councillor McClelland  
Seconded by Councillor Maguire and

**RESOLVED - that the Minutes of the proceedings of the Policy and Governance Committee Meeting of Tuesday 2 April 2019 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 April 2019 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 April 2019, Part 1 be taken as read and signed as correct.**

NO ACTION

*Councillor Brett left the Chamber*

**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 April 2019, Part 2 be approved and adopted.**

NO ACTION

**9. ITEMS FOR DECISION**

**9.1 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 being met:-

- Form of Agreement for Valley Leisure Centre Spa Refurbishment Works
- Release of charge between Antrim and Newtownabbey Borough Council and the Trustees of Erin's Own Cargin GAC

Moved by Councillor Lynch  
Seconded by Councillor Bingham and

**RESOLVED – that the documents be signed and sealed.**

*ACTION BY: Deirdre Nelson, Paralegal*

## **9.2 G/MSMO/008 BREAST ASSESSMENT SERVICES PUBLIC CONSULTATION**

Members were advised that correspondence had been received from the Department of Health to advise that a public consultation had been launched on the future of Breast Assessment Services in Northern Ireland. Consultation responses to be received by 5pm on Monday 17 June 2019.

The consultation documentation and response questionnaire are available at: <https://www.health-ni.gov.uk/consultations/reshaping-breast-assessment-services> or <https://consultations.nidirect.gov.uk/>

A copy of the consultation document was circulated for Members' information.

Members were advised that they may note the correspondence, respond on an individual/party political basis, or formulate a corporate response on behalf of the Council.

Moved by Councillor Webb  
Seconded by Councillor Foster and

**RESOLVED – that Members respond on an individual/party political basis and a corporate response be formulated.**

*ACTION BY: Sandra Cole, Director of Finance and Governance*

## **9.3 G/MSMO/008 RESHAPING STROKE CARE CONSULTATION**

Members were advised that correspondence had been received from the Department of Health to advise that a consultation had been opened on the future of Stroke care services in Northern Ireland. Responses must be received by 5pm on Tuesday 18 June 2019.

The consultation documentation and response questionnaire are available at:

<https://www.health-ni.gov.uk/consultations/reshaping-stroke-care> or  
<https://consultations.nidirect.gov.uk/> <<https://consultations.nidirect.gov.uk>

A copy of the consultation document was circulated for Members' information.

Members were advised that they may note the correspondence, respond on an individual/party political basis or formulate a corporate response on behalf of the Council.

Moved by Councillor Ritchie  
Seconded by Councillor Kelly and

**RESOLVED – that Members respond on an individual/party political basis and a corporate response be formulated.**

*ACTION BY: Sandra Cole, Director of Finance and Governance*

*Councillors Brett and Montgomery returned to the Chamber. Councillor Foster left the Chamber during the next item.*

**9.4 G/MSMO/048 LETTER FROM ABF THE SOLDIERS' CHARITY (NI) – D-DAY  
COMMEMORATION CONCERT – 8 JUNE 2019**

Correspondence was circulated which had been received from ABF The Soldiers' Charity (NI) advising of a Flagship Concert taking place at Belfast Waterfront Hall on Saturday, 8 June 2019 at 8 pm to mark ABF The soldier's Charity 75<sup>th</sup> Anniversary which also coincides with the 75<sup>th</sup> Anniversary of the Operation Overlord and inviting attendance by Councillors and staff.

VIP tickets are £48 per person and will include top show seats, entry to a pre-show VIP reception and interval drinks and nibbles.

Members were advised that the Charity held a similar event in March 2018 to which the Council approved the attendance of the Mayor, Deputy Mayor and one representative from each of the remaining parties. Members were further advised that the Charity also invited Officers and staff to attend the 6<sup>th</sup> Annual Ladies Lunch in September 2018 and Council decided that any Member wishing to attend do so at their own expense.

Moved by Alderman Cosgrove  
Seconded by Councillor McWilliam and

**RESOLVED – that the Mayor, Deputy Mayor and 1 representative from each of the remaining parties attend.**

*ACTION BY: Member Services*

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

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

The purpose of the Small Grants programme is to provide financial assistance to groups within the Borough of up to a maximum of £500 towards seeding costs and/or insurance or a small activity and/or insurance. Members were advised that groups who apply for a small grant are not permitted to apply

for any other funding available under the wider Community Development Grant Aid Programme during the course of the 2019/20 financial year.

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

During the months of March & April, four applications totalling £2,000 were received and assessed by Officers as outlined below.

<b>Group Name/Project Promoter</b>	<b>Project Description/Title</b>	<b>Scored Percentage</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>	<b>Notes</b>
Dungonnell Ulster Scots Society	Small Activity Grant for insurance costs	66%	£500	£500	-
Newtownabbey Road Safety Committee	Small Activity Grant for insurance costs, schools quiz, headlamp testing & poster competition	66%	£500	<b>£500</b>	-
Parkgate & District Community Group	Small Activity Grant for insurance costs	66%	£500	<b>£500</b>	-
Pakenham Project	Small Seeding Grant for insurance costs	0%	£500	<b>£0</b>	Did not answer the questions

The total budget available for Small Grants for the 2019/20 financial year is £14,812.34. The total amount of financial assistance awarded to date, including the above applications, is £5,000, leaving a balance of £9,812.34 to fund future applications that may be submitted to the Council during the remainder of the year.

Moved by Alderman Smyth  
Seconded by Councillor Clarke and

**RESOLVED - that the Small Grant award recommendations be approved and that feedback be offered to the unsuccessful applicants.**

*ACTION BY: Kerry Brady, Community Support & Governance Officer*

## **9.6 CP/CD/305 DISPOSAL OF LAND AT 131 SHORE ROAD, NEWTOWNABBEY**

At the March 2019 Council meeting, Members were advised of the disposal of land shown in the map (circulated) by the Northern Ireland Housing Executive at 131 Shore Road, Newtownabbey, via the D1 disposal process.

Members were also advised that the Council had previously supported the Bawnmore & District Residents Association in 2014 with an unsuccessful planning application for a sports pitch on the site. The group however continue to be interested in the site for that purpose and are seeking the Council's support. Members had agreed that Council had no identified use for the site.

Since that meeting, Officers had been approached by a further 2 groups seeking the Council's 'sponsorship' for their Expressions of Interest in the site, therefore there were 3 interested parties as follows:

Group	Purpose	Notes
Bawnmore & District Residents Association, in association with Ben Madigan Football Club	Sports grounds and associated facilities	Recently completed a community needs audit, funded by Community Foundation, confirming support for such a project. Currently in receipt of £5,000 support from Clanmill Housing Association to update an earlier business case. No capital contributions have been secured for this project which is likely to exceed £2m.
Mallusk Enterprise Park	Workspace	The creation of a second "LEA/Enterprise" site to build a mix of industrial units/office space which will result in increased levels of entrepreneurial activity in the Borough and job creation. *See letter circulated.
Cycling Ulster	Cycling Hub	The acquisition of the proposed site would enable Cycling Ulster and Cycling Ireland in partnership with various relevant bodies develop a BMX Track a Pump Track and a centre of excellence for the sport at the site with changing and coach education facilities. *See letter circulated.

Members noted that agreeing to 'sponsor' an Expression of Interest in the D1 disposal process, is simply to confirm that the proposed use is consistent with Council's strategic plans and priorities and is not an indication of any financial support with the acquisition of the asset or the proposed future project.

Members were advised that if they saw merit in more than one proposal there is no limit to the number of submissions which can be supported.

Moved by Councillors Hamill  
Seconded by Councillor Brett and

**RESOLVED - that the Council sponsors the 3 interested groups, Bawnmore & District Residents Association, Mallusk Enterprise Park and Cycling Ulster in their applications to the D1 disposal process for the acquisition of the lands at 131 Shore Road, Newtownabbey.**

*ACTION BY: Nick Harkness, Director of Community Planning*

## **9.7 WM/WM/40 WASTE MANAGEMENT CONSULTATIONS**

As reported to Members in March, there are a number of ongoing waste management consultations, issued by the UK Government and devolved administrations. These consultations cover a range of key waste management issues and in particular packaging waste, and have the potential for significant impact on Council waste collection services in the future.

The consultations are as follows:

- **Consultation on Reforming the UK Packaging Producer Responsibility System** – to provide a mechanism that will obligate packaging producers to pay the full net cost recovery for the collection and management of household packaging waste to local authorities. The full document can be found at [https://consult.defra.gov.uk/environmental-quality/consultation-on-reforming-the-uk-packaging-produce/supporting\\_documents/packagingepconsultdoc.pdf](https://consult.defra.gov.uk/environmental-quality/consultation-on-reforming-the-uk-packaging-produce/supporting_documents/packagingepconsultdoc.pdf);
- **Consultation on Introducing a Deposit Return Scheme in England, Wales and Northern Ireland** – the introduction of a deposit return scheme for drinks containers to reduce littering and increase the recycling of plastic bottles, cans, coffee cups, etc. The consultation document can be found at <https://www.daera-ni.gov.uk/sites/default/files/consultations/daera/depositreturnconsultdoc.pdf>;
- **Consultation on Consistency in Household and Business Recycling Collections in England** – aims to establish a core set of dry recyclable materials to be collected from households and a separate weekly food waste collection service. This consultation is only applicable to England. The consultation document can be found at [https://consult.defra.gov.uk/environmental-quality/consultation-on-consistency-in-household-and-busin/supporting\\_documents/recycleconsistencyconsultdoc.pdf](https://consult.defra.gov.uk/environmental-quality/consultation-on-consistency-in-household-and-busin/supporting_documents/recycleconsistencyconsultdoc.pdf);
- **Consultation on a Plastic Packaging Tax** – aim to introduce an economic incentive for businesses to use recycled material in the production of plastic packaging and greater demand for this material. The consultation



document can be found at  
<https://www.gov.uk/government/consultations/plastic-packaging-tax>.

Responses for the consultations have to be submitted by Mid May 2019 and there are 306 questions in total across all four consultations. While Officers had been developing consultation responses in association with colleagues from other councils, these responses had not been finalised to date.

Therefore, delegated powers were requested for the Chief Executive in order to submit the consultation responses by the required dates and copies of the responses would be reported to Council in May 2019 – this is in line with what other Councils are doing.

In addition, if Members had any comments that they would like incorporated into the responses, they were asked to contact the Head of Waste Management, Michael Laverty.

Consultation documents were uploaded to Fluix as enclosures to the agenda report for the March Operations Committee meeting.

Moved by Councillor Brett  
Seconded by Alderman Smyth and

**RESOLVED - that powers be delegated to the Chief Executive to approve responses to Consultations on Reforming the UK Packaging Producer Responsibility System, Introducing a Deposit Return Scheme in England, Wales and Northern Ireland and Consultation on a Plastic Packaging Tax, in order to submit responses by the deadlines.**

*ACTION BY: Michael Laverty, Head of Waste Management*

*Councillor Foster returned to the Chamber during the next item.*

## **9.8 PK/GEN/133 BALLYDUFF GREEN PITCH**

Members were reminded that an area of green space in Ballyduff (map circulated) had been used for informal recreation and football practice for many years with goal posts in place during that time. This land is owned by the Northern Ireland Housing Executive and they had permitted the area to be used for this purpose.

The local football groups using the area had asked for goal posts to be put in place again, and also provision of safety fencing to protect the site particularly at the boundary near the road. As NIHE no longer has a remit for recreation provision, they are unable to support the request.

In order to progress, and ensure that the land can continue to be used as a recreation space, the land would need to be in Council's ownership (e.g. lease or purchase). It is understood that NIHE would be willing to facilitate a land transfer subject to a formal application and valuation.

A consultation exercise has recently been completed and residents in the area are supportive of this use of open space.

Moved by Councillor Ross  
Seconded by Alderman Agnew and

**RESOLVED - that approval be given to formalise existing recreation arrangements.**

*ACTION BY: Ivor McMullan, Head of Parks*

#### **9.9 PT/CI/019 CORPORATE IMPROVEMENT PLAN 2018-19 QUARTER 3 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.

A third quarter progress report was circulated for Members' attention.

The report provided an overview on how we performed against:

- Our corporate improvement objectives, as set out in the 2018-19 Corporate Improvement Plan, which was approved by Council in June 2018;
- The seven statutory indicators and standards that were set by Central Government Departments for Planning Services, Economic Development and Waste Management – as defined in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015; and
- A range of self-imposed improvement objectives across all service areas.

The Quarter 3 progress report was presented to and reviewed by the Audit Committee on 20 March 2019.

Moved by Councillor Hamill  
Seconded by Councillor Webb and

**RESOLVED - that the Corporate Improvement Plan 2018-19 Quarter 3 Progress Report be approved.**

*ACTION BY: James Porter, Performance Improvement Officer*

#### **9.10 ED/ED/140 ECONOMIC DEVELOPMENT PARTNERSHIP AND WORKING GROUP MINUTES**

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

Tourism, Town Centres		
File Ref	Date of Meeting	Name of Partnership

ED/REG/002	15 January 2019	Ballyclare Town Team
ED/REG/009	30 January 2019	Crumlin Town Team

Moved by Councillor Lynch  
Seconded by Alderman Smyth and

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

*ACTION BY: Kim Murray, Business Support*

## **9.11 ED/REG/045 TOWN TEAMS ACTION PLANNING 2019-20**

Members were advised that following recent meetings of the five Town Teams, (Antrim, Ballyclare, Crumlin, Glengormley and Randalstown) proposals for the Town Centre Action Plans for 2019-20 have been developed. The proposed action plans set out in this report include a programme of events, networking, town centre improvements, marketing initiatives and support for local retailers.

The plans were subject to consideration of project proposals being brought forward by DEAs. Where possible mentoring of local traders will be facilitated by the Council's Economic Development team to the value indicated in the plans in the tables below.

The Town Teams have proposed not to organise individual business awards events this year which presents an opportunity for the Council to promote a Borough-wide Business Awards event profiling the Borough's full complement of businesses, social enterprises and entrepreneurs. Officers recommended that a report on a Borough-wide Business Awards event be brought back to a future meeting of the Council for consideration.

Through recent engagement with the Town Teams, the need for greater clarity of role and remit has been raised by some representatives. It is proposed that Officers carry out a review of the Town Teams to consider strategic fit, remit, geography and objectives and undertake an evaluation of projects delivered to date to inform the approach for supporting the Town Teams activities 2020-21 financial year and beyond. Members and Town Team representatives will be engaged in this process.

### **Antrim Town Team Action Plan - £22,000**

<b>Project details</b>	<b>Indicative value</b>
Town gift card scheme.	£17,000
Shop local campaign promotion.	£2,000
Social media 1:1 training.	£2,000
Mystery shop visits and service feed-back scheme.	£1,000

### **Ballyclare Town Team Action Plan - £22,000**

<b>Project details</b>	<b>Indicative value</b>
Data analysis project – potentially footfall counters.	£6,000
Business breakfast networking events.	£500
Website support for LoveBallyclare.com.	£1,000

Mentoring support for local businesses (Mentoring & Google Business Tours).	£6,000
Christmas market/associated events.	£8,500

#### **Crumlin Town Team Action Plan - £22,000**

<b>Project details</b>	<b>Indicative value</b>
Window merchandising.	£9,000
Environmental improvements to include shutters, welcome feature wall and flowerbed feature.	£6,200
Shop local videos for promotion on social media.	£4,000
Business networking events.	£300
Consultancy support for Crumlin Town Team.	£1,500
Quarterly printed Newsletter.	£1,000

#### **Glengormley Town Team Action Plan - £22,000**

<b>Project details</b>	<b>Indicative value</b>
Destination promotional videos for use on social media.	£5,500
Hanging baskets.	£500
Business networking events.	£500
Consultancy support for Glengormley Chamber of Commerce.	£2,000
Support for local businesses (Mentoring and visual Improvement of shutters).	£13,500

#### **Randalstown Town Team Action Plan - £22,000\***

<b>Project details</b>	<b>Indicative value</b>
Christmas Market contribution.	£2,000
Business networking event.	£1,000
Randalstown promotional merchandise.	£6,500
Shopping promotional week.	£1,500
Tour guide promotion – new heritage trail.	£500
Promotion of Randalstown at large events.	£2,000
World host programme training.	£1,000
Social media mentoring.	£1,000
Environmental improvements (relocating Mill machinery and virtual graphics on derelict properties).	£1,500

\* **Balance of £5k to be finalised at the next Town Team meeting**

Crumlin and Glengormley Town Teams have requested consultancy support at a combined cost of £3,500. During 2018-19 this service has helped support business representatives, building their capacity, encouraging the development of strategic projects and generating more private sector buy-in towards initiatives. Officers were supportive of this approach and feel that the resource would also be of value to the other Town Teams. Officers will endeavour to manage the collective budget across the Town Teams and ensure consultancy services are utilised effectively to the betterment of all.

Moved by Councillor Montgomery  
Seconded by Alderman Girvan and

**RESOLVED - that**

- a) the Council approves the 2019-20 Town Team Action Plans for Antrim, Ballyclare, Crumlin, Glengormley and Randalstown at a maximum cost of £110,000, provision for which exists in the 2019-20 Economic Development budget;**
- b) a summary report on a proposed approach for a Borough-wide Business Awards event be brought back to a future meeting of the Council for Members' consideration;**
- c) Officers undertake an initial review of the Town Teams and report back to the Council to inform an approach for supporting the Town Teams from 2020-21 onwards.**

*ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration Manager*

**9.12 ED/TOU/35 VISIT BELFAST: PROPOSED SERVICE LEVEL AGREEMENT 2019-20**

Members were reminded that the Council agreed in July 2018 to enter into a Service Level Agreement (SLA) for one year with Visit Belfast at a cost of £20,000 giving the Council access to a wide range of marketing networks and media to promote the Borough. Visit Belfast operates the Welcome Centre in Belfast and also Visitor Information Services at Belfast International Airport and George Best Belfast City Airport.

Visit Belfast had asked the Council to consider upgrading its membership to a Regional Tourism Partnership Member alongside Ards and North Down, Lisburn and Castlereagh and Belfast City Councils at a higher annual cost of £30,000. Officers recommend that the SLA for 2019-20 is maintained at the current cost of £20,000. This proposal recognises that private-sector support is drawn-in by Visit Belfast from 19 local tourism and accommodation providers. Over the coming months Officers will be engaging with our Tourism Forum stakeholders to ensure promotional and marketing activities are business-led and meet their needs. Members were also reminded that a new Strategic Visitor Experience Manager is being recruited and a new micro-tourism website is being created. Further development and implementation of the Council's Tourism Strategy over the next six months will inform our future relationship with Visit Belfast in readiness for the next financial year. To support us throughout this process Visit Belfast has agreed to attend the Borough's Tourism Forum to ensure our partners remain aware of the strategic opportunities and projects across Belfast Metropolitan Area.

The previous SLA supported a presence at Visit Belfast's Belfast International Airport (BIA) Visitor Information Centre (VIC) located in the arrivals lounge. Antrim and Newtownabbey Borough Council benefitted from local imagery on digital screens, Borough branding on the information desk and a Visit Belfast staff member responding to enquiries about the Borough including

accommodation bookings. The SLA also included promotion of the Council's literature and destination images on the current electronic kiosk at the Applegreen Service Station on the M2 Motorway.

Visit Belfast had provided Officers with a full evaluation report for the year ending March 2018. Key performance statistics for this aspect of the SLA are noted below:

- Visit Belfast Welcome Centre's BIA Visitor Information Centre handled a total of 251,627 enquiries (7.3% up on 2017/18) from BIA's 6.27 million passengers in 2018;
- The VIC at BIA had a positive influence on visitors with many of those surveyed commenting that having visited the VIC they were more likely to increase their spend (67%), visit somewhere they hadn't previously thought of (77%), increased their length of stay (72%) or would visit again (89%);
- 77% of those surveyed commented that they were 'very satisfied' with the service, while 23% said that they were satisfied; giving an overall satisfaction rating of 100%;
- Throughout the year BIA VIC distributed 5,174 pieces of Antrim and Newtownabbey Borough Council *'It's in our nature'* branded literature;
- The Borough was included in Cruise Belfast Promotion;
- The Borough's Tourism and Leisure Sector benefitted from two Visit Belfast facilitated sector development workshops; and
- The Borough and selected attractions were promoted across a range of platforms including the Visit Belfast City Guide.

The proposed SLA for 2019-20 would continue to support the VIC at BIA and the electronic kiosk at the Applegreen Service Station on the M2 Motorway. Promotional activities would support implementation of the Council's Tourism Strategy across the three thematic areas of (i) Business Tourism, (ii) Castles, Parks and Gardens and (iii) Heritage, Activities and Trails. This will include enhanced promotion of Antrim Castle Gardens, a Castles and Gardens feature in the Belfast Visitor Guide, an events feature in the Belfast City Guide and attendance by Visit Belfast at the Council's Tourism Forum throughout 2019-20.

The 2019-20 SLA does not preclude the Council from participating in projects being supported by Visit Belfast's Regional Tourism Partnerships at a later date should the Council wish to avail of such a collaborative opportunity.

Moved by Alderman Agnew  
Seconded by Councillor Lynch and

**RESOLVED - that the Service Level Agreement with Visit Belfast be renewed at a cost of £20,000 (plus VAT) for 2019-20, provision for which exists in the 2019-20 Economic Development budget.**

*ACTION BY: Karen Steele, Tourism, Town Centre & Regeneration Manager*

### 9.13 ED/ED/102 EUROPEAN SOCIAL FUND: MATCH FUNDING

Members were reminded that in January and March 2018 the Council agreed to provide match funding over four years to seven organisations that had successfully secured European Social Funding (ESF) to support employability programmes to be delivered across a number of Council areas including Antrim and Newtownabbey Borough Council. The Council approved the four-year project subject to an annual review of performance.

The aim of the Northern Ireland ESF Programme (2014-20) is to combat poverty and enhance social inclusion by reducing economic inactivity and increasing the skills base of the current and emerging workforce. The targets for the projects being supported by the Council over the four-year funding period are set out in the table below.

#### Total Four-Year Performance Targets

Organisation	Project	Target Group	Total ANBC Participants	Total Local Jobs Created
Workforce Online	Path 2 Employment	Long term unemployed / Economically Inactive	72	16
Network Personnel	Jobmatch	Long term unemployed / Economically Inactive	391	68
NOW Group	Verve Project	Disability	128	32
USEL (Ulster Supported Employment)	Stride Project	Disability	80	24
Enterprise NI	Exploring Enterprise	Long term unemployed / Economically Inactive	175	35
GEMS NI Limited	Co-Ment Project	Young people, NEET's	60	16
People Plus NI	Skills Plus Academies	Long term unemployed / Economically Inactive	192	32
<b>TOTAL</b>			<b>1,098</b>	<b>223</b>

Progress to date against the targets outlined was detailed in the circulated Year One Progress report. All projects were anticipated to meet or exceed the expected job outputs for Year One. The final project, People Plus NI chose to discontinue their ESF project for business reasons and as a result their Letter of Offer would be terminated. Members were advised that there are no outstanding issues relating to funding awarded by the Council to this project and no Council funding had been claimed by the project to date. As the six projects are all performing well against their targets, it was recommended that the Council approves project funding for 2019-20,

provision for which exists in the 2019-20 Economic Development budget. A breakdown of the project costs and funding are as follows:

Organisation	Project	Total Project Cost	Total ANBC Match funding (over 4 years)	Year 2 ANBC Funding
Workforce Online	Path 2 Employment	966,144	25,400	6,350
Network Personnel	Jobmatch	3,181,360	41,328	10,332
NOW Group	Verve Project	3,994,000	50,000	12,500
USEL	Stride Project	3,703,391	47,942	12,500
Enterprise NI	Exploring Enterprise	2,069,931	31,617	9,156
GEMS NI Limited	Co-Ment Project	1,321,890	31,606	7,902
<b>TOTAL</b>			<b>270,369</b>	<b>58,740</b>

Members were reminded that each project seeks to deliver key outcomes within the Council's Corporate and Community Plans and the Council's Economic Development Strategy in terms of increasing employability, improving skills, supporting those who are economically inactive and those with disabilities into sustainable jobs.

Moved by Councillor McClelland  
Seconded by Councillor Kelly and

#### **RESOLVED - that**

- I. **the Council approves 2019-20 match funding for 6 projects (Workforce Online, Network Personnel, NOW Group, USEL, Enterprise NI and GEMS NI Ltd) at a maximum cost of £58,740, provision for which exists in the 2019-20 Economic Development budget;**
- II. **a further annual review of performance be provided at the end of the 2019-20 financial year.**

*ACTION BY: Emma Stubbs, Economic & Rural Development Manager*

#### **9.14 ED/ED/152 YOUNG ENTERPRISE SCHOOLS ENTREPRENEURSHIP MASTERCLASSES**

Members were reminded that Young Enterprise Northern Ireland (YENI) is a charity that delivers a series of enterprise and financial education programmes to children and young people from all backgrounds, ranging from one day masterclasses to year-long activities. In 2018 the Council appointed YENI to provide masterclasses for schools throughout the Borough during Global Enterprise Week in November. 945 school pupils from 28 schools attended the events and feedback from all the events was extremely positive. The evaluation report on the event was presented to the Council in January 2019 highlighting the attendees and feedback received.



YENI has submitted a proposal to the Council to run a further series of entrepreneurship masterclasses to schools in the Antrim and Newtownabbey area to coincide with Global Entrepreneurship Week 2019; This year's Global Entrepreneurship Week would take place from 18-24 November 2019 which aims to promote entrepreneurship and raise awareness of self-employment opportunities to young people.

YENI's proposal to the Council was to deliver another series of workshops to primary, secondary and special education needs schools in the Borough. At primary school level, workshops would introduce the concept of entrepreneurship using a variety of practical and interactive tools to demonstrate how businesses can collaborate through supply chains to create jobs for the local economy. At secondary school level, an example of one of the workshops offered will challenge students to come up with a new 'app' for the digital market. At the end of the workshops students will present their ideas and related business plans at a 'Dragon's Den' style event to a panel of judges, including the Mayor and local business representatives.

All schools in the Council area will be offered the opportunity to participate on a 'first come first served' basis. YENI is seeking support from the Council in the sum of up to £3,000 to deliver potentially 8 workshops to a minimum of 4 secondary level schools and 12 primary level schools, a minimum of approximately 480 pupils; this proposal will contribute to the Council's objective to promote entrepreneurship to young people. A relationship with YENI will also help inform the work-plan for implementation of the Economic Development Strategy which will have an enhanced focus on skills, particularly working with schools on the development of a schools to career pathway model for young people.

YENI would provide the following services at a maximum cost of £3,000 to the Council:

- recruitment of the schools;
- management of the schools attendance at the events;
- design of the workshop content and materials;
- staff resources to prepare and deliver the workshops;
- a final report detailing the programme results against anticipated outputs and if appropriate recommendations for future programmes.

In addition, the Council's consideration was sought regarding meeting the hospitality costs, estimated at £3,400, along with prizes and equipment at an approximate cost of £600. Where necessary, to remove barriers to participation by schools due to limited resources Officers recommend that the Council covers the cost of transporting the children and young people to and from the workshops (up to £2,000). The total estimated cost for delivery of a YENI Programme and support costs to the Council is £9,000.

Provision for the costs outlined have been made within the 2019-20 Economic Development budget.

Moved by Alderman Smyth  
Seconded by Councillor Montgomery and

**RESOLVED - that**

- a) YENI be appointed to deliver the schools entrepreneurship programmes during Global Entrepreneurship Week 2019 for a minimum of 480 school pupils from local primary, secondary and special education needs schools in the Borough at a cost of up to £3,000, provision for which exists within the 2019-20 Economic Development budget;**
- b) funding for the costs of hospitality, prizes and equipment at an estimated cost of £4,000 be approved, provision for which exists within the 2019-20 Economic Development budget;**
- c) the supply of transport to and from the events at a maximum cost of £2,000, if required by the participating schools be approved, provision for which exists within the 2019-20 Economic Development budget.**

*ACTION BY: Michelle Pearson, Economic Development Project Officer*

**9.15 ED/EUP/2 RURAL DEVELOPMENT PROGRAMME: APPLICATIONS**

Members were reminded that it was agreed at a previous meeting of the Council in February 2019 to apply to the Rural Development Programme in partnership with GROW South Antrim to deliver a Craft Markets Project with partners in Finland, Latvia and Mexico.

This project has been developed with Cooperation partners to help local crafters in the Borough to explore and promote the craft that they offer, to develop craft skills from crafters in other areas and to test market their products in international markets, thereby improving their business.

The project will include actions whereby crafters from the local area will be encouraged to explore the origin of their craft and of traditions and cultures in the area involving craft and to build this into their branding and promotional materials to help them to generate sales and to achieve realistic prices when considering the time involved in making the craft item. This story and branding will be tested with crafters from other partner areas during each Festival Exchange, giving local crafters a sounding board for their story. Each partner country in the project will host a Festival Exchange which will be a 3-5 day visit in the partner area which will allow participating crafters to meet and exchange best practice, to improve their business skills through skills workshops and to test market their craft products by participating in a local craft fair. As such, the festival exchange will include as a minimum a one-day craft market, a business workshop a skills exchange workshop and a craft roots workshop. It is intended that up to 8 crafters (to include a local craft teacher) will attend the Exchange festivals in Latvia and Finland, one of them offering craft demonstrations at the fair, and up to 3 (to include a local craft

teacher) will attend the festival planned for Mexico. The crafters will be accompanied on each visit by up to 2 persons representing the applicant and co-applicant (ie. an Officer and Local Action Group member).

It was envisaged that the project would have a positive economic impact on each partner area through the creation and strengthening of the local craft sector, thus sustaining existing jobs and creating new jobs within this sector. As well as the benefits of the exchange visit, the project would encourage the development of craft markets in the local area by providing the capital items required to host markets and by developing crafters in the area who are able to service craft markets with products developed and tested. This will give a lasting legacy to the project by providing the facilities to continue to support crafters through market type initiatives for many years.

It was also agreed that the Council would provide match funding of £6,500 and further support the project by hosting the festival and providing staff resources. The Project would be delivered through the Cooperation Scheme of the Rural Development Programme and involves an Exchange Festival to be hosted by each country. The Exchange Festival would be attended by crafters from each of the other partner areas.

Officers had undertaken the required procurement, working with the partners to develop the full project. This included procurement of capital infrastructure for the Exchange Festival to be hosted by the Council and GROW at Mossley Mill in September 2019. This equipment could also be used by the Council for future craft events and festivals.

Advancement of the project to meet the needs of partners and procured project costs had increased the eligible project from £65,000 to £88,000 and it was proposed to apply to GROW for up to 75% of the revised eligible project costs (£66,000). Whilst the overall project costs had increased, the Council's match funding remained the same (£6,500) due to the project being eligible for increased grant aid and the contribution in-kind generated by the project in terms of staff and volunteer costs and contributions from the crafters taking part in the foreign exchanges.

As per the guidelines of the Rural Development Programme, an application for funding under the Cooperation Scheme should come formed as a partner application between the Council and GROW South Antrim.

Moved by Alderman Cosgrove  
Seconded by Councillor McClelland and

**RESOLVED - that the Council proceeds with an application for 75% of eligible project costs (£66,000) to the Rural Development Programme in partnership with GROW South Antrim for a Craft Markets Cooperation Project, which has a revised total of £88,000.**

*ACTION BY: Emma Stubbs, Economic & Rural Development Manager*

#### **9.16 ED/EUP/154 RURAL BUSINESS DEVELOPMENT GRANT SCHEME - TACKLING RURAL POVERTY AND SOCIAL ISOLATION (TRPSI)**

The Department of Agriculture, Environment and Rural Affairs (DAERA) had approached 10 local authorities (excluding Belfast City Council) to explore the potential for rolling out a pilot Rural Business Development Grant Scheme to micro businesses through the Tackling Rural Poverty and Social Isolation programme. Approval of the programme by DAERA is subject to the outcome of a Business Case which was being prepared (led by Mid Ulster District Council) and the agreement of the 10 Councils to deliver the programme in their areas.

The key aim of the proposed programme is to provide small capital grants of up to £4,999 to support rurally based micro businesses to invest in new equipment or capital items to enable them to remain sustainable or to grow. The grant funding will be offered at a maximum 50% grant rate, so at least 50% of project costs will be provided by the participating business. The current Rural Development Programme being delivered through GROW South Antrim has a minimum capital grant of £5,000 so this proposed programme did not duplicate the support already on offer.

It was anticipated that up to £50,000 of funding would be made available to Antrim and Newtownabbey Borough Council in the 2019-20 financial year to deliver this pilot programme to micro businesses in the rural area, and that approximately 10 rural businesses will benefit from grant aid. There is no direct financial contribution required from the Council. A micro business is a business with up to 10 full-time equivalent employees and the rural area is defined as any village or area with less than 5,000 residents. Up to 15% of the allocated funds can be used for administration purposes to promote and deliver the programme, which will be managed by the Economic Development team.

Moved by Councillor Lynch  
Seconded by Alderman Cosgrove and

**RESOLVED - that the Council agrees to participate in the pilot Rural Business Development Grant Scheme, subject to the award of funding from DAERA through the Tackling Rural Poverty and Social Isolation programme.**

*ACTION BY: Emma Stubbs, Economic & Rural Development Manager*

#### **9.17 CD/PM/134 RATHFERN COMMUNITY CENTRE, BUSINESS CASE FOR EXTENSION**

Members were reminded that it was agreed at the Corporate Workshop in October 2018 and subsequently approved at Council in November 2018, to commission a business case to evaluate the options relating to an extension to Rathfern Community Centre. Members agreed an indicative budget of £800,000 subject to a business case being approved. Following a procurement exercise, Lorraine McCourt Consulting was appointed to undertake this assignment, which involved reviewing current and future use of the centre, income generation, operational costs, twinned with a needs analysis and mapping of other assets in the area.

The Centre is located on Knockenagh Avenue in Newtownabbey adjacent to Carnmoney Hill. The current bookable space comprises a training room, dance studio, main hall and boardroom.

Members were reminded that Rathfern Community Centre, has operated under a Service Management Agreement with Rathfern Regeneration Group, since June 2013. This translates that Council own and maintain the building and the group operate the Centre, managing bookings and volunteers. Council currently provides an annual grant of £5,000 to the group to help run the Centre and the group retain any income generated. Subject to the Council's approval of the Community Planning & Regeneration Minutes of 8 April 2019, Council would soon delegate the responsibility and budget for cleaning services directly to the Group.

The assignment evaluated 5 options, which were detailed in the table below. A copy of the full Business Case was circulated for Members' consideration.

Option	Detail	Outline Costs
Option 1	Do nothing	£0
Option 2	<p>This option would result in an additional 371 sqm encompassing the following additional facilities:</p> <ul style="list-style-type: none"> <li>- 2 large activity rooms (2<sup>nd</sup> dance hall; and a youth club facility)</li> <li>- 1 disabled toilet</li> <li>- 3 female toilets</li> <li>- 1 male toilet and 2 urinals</li> <li>- New and extended storage</li> <li>- Removal of the MUGA</li> <li>- A 17-space car park (located to the left-hand side of the existing building)</li> </ul>	£715,000
Option 3	<p>This option would result in an additional 235 sqm encompassing the following additional facilities:</p> <ul style="list-style-type: none"> <li>- 1 large room (a youth club facility)</li> <li>- 1 disabled toilet</li> <li>- 3 female toilets</li> <li>- 1 male toilet and 2 urinals</li> <li>- New and extended storage</li> <li>- A 17-space car park (located to the left-hand side of the existing building)</li> </ul>	£440,194
Option 4	<p>This option would result in an additional 371 sqm encompassing the following additional facilities:</p> <ul style="list-style-type: none"> <li>- 2 large rooms (2<sup>nd</sup> dance hall; and a youth club facility)</li> <li>- 1 disabled toilet</li> <li>- 3 female toilets</li> <li>- 1 male toilet and 2 urinals</li> <li>- New and extended storage</li> </ul>	

	<ul style="list-style-type: none"> <li>- A 21-space car park (located to the front of the existing building)</li> <li>- Removal of MUGA</li> </ul>	£802,000
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A value for money assessment based on the ability to facilitate current levels of unmet demand among existing and future users had identified **option 2** as the preferred option with an approximate capital cost of £715,000. Members were advised that this cost was only approximate as it would have to be costed via more detailed design work and a procurement process, the results of which would be brought back to Council for an investment decision at a later date.

The Business Case concluded that on the basis of the over-riding social benefits which the Centre can and does deliver, **option 2** could therefore be considered to represent value for money on the basis of the non-monetary benefits offered.

Moved by Councillor Webb  
Seconded by Councillor Brett and

**RESOLVED - that the Business Case for Option 2 be progressed.**

*ACTION BY: Louise Moore, Head of Community Planning*

#### **9.18 PK/GEN/032 REQUEST TO USE COUNCIL FACILITIES - CIRCUSES**

Two requests had been received to use Council facilities to hold circus events at Jordanstown Lough Shore Park and V36 in Glengormley. Details were provided below:

<b>Date* and Location</b>	<b>Circus Provider</b>	<b>Type of Circus</b>
Midnight on Wednesday 19 June 2019 to Midnight on Sunday 23 June 2019.  <b>Jordanstown Loughshore Park</b>	Duffy's Circus	Traditional big top circus with horses, ponies, llamas and dogs.
Midnight on Friday 24 May 2019 to Midnight on Tuesday 28 May 2019 (tbc)  <b>V36 Park</b>	Circus Vegas on Wheels	Magic / Acrobatic style circus with dogs.

***\*These dates include set up and recovery of site.***

Council previously agreed that each individual application for a circus on council-owned land would be considered on its own merits.

As in previous years, a bond of £1,000 per site would be payable by the circus owners in lieu of any damage to the site, in addition to normal booking charges.

Moved by Councillor Foster

Seconded by Alderman DeCourcy that permission be granted.

On a recorded vote being requested by Councillor Webb, Members voted as follows:

<b>In favour of the Motion 16 Members viz</b>	<b>Against the Motion 12 Members viz</b>	<b>Abstentions 4 Member viz</b>
<p>Aldermen – Agnew, Ball, Cosgrove, DeCourcy, Smyth and Swann</p> <p>Councillors – Bingham, Foster, Hamill, Lynch, McCarthy, McWilliam, Maguire, Michael, Rea and Ritchie</p>	<p>Aldermen – Barr and Girvan</p> <p>Councillors – Brett, Clarke, Dunlop, Flanagan, Hollis, Kelly, McClelland, McGrath, Ross and Webb</p>	<p>Councillors – Cushinan, Goodman, Montgomery and Wilson</p>

The Motion was accordingly declared carried and it was

**RESOLVED - that permission be granted to**

- i. Tom Duffy's Circus to hold a circus event in Lough Shore Park, between midnight on Wednesday 19 June 2019 through to Sunday 23 June 2019;**
- ii. Circus Vegas to hold a circus event in V36 between midnight on Friday 24 May 2019, through to Monday 27 May 2019.**

*ACTION BY: Mark Wilson, Parks Manager*

*Councillor McGrath left the meeting at this point.*

## **9.19 PK/GEN/134 HAZELBANK PARK**

### **Hazelbank Pavilion**

Newtownabbey Bowling Club had recently informed Council that, further to not being able to field teams in 2017 and 2018, it would no longer be booking the Pavilion.

Other than bookings by the club, the Pavilion is seldom used. Located just off the entrance, near the car park, the building comprises a function room, changing rooms, a kitchen and toilets (plan circulated).

Officers proposed to consider alternative uses for the building, which could be complementary for users of this very popular park as well as for staff accommodation for the team working in the area. This could be considered at the corporate workshop later in the year together with other potential improvements in the Park.

In the meantime, a request had been received from Abbey Sure Start, (circulated) currently based in Rathcoole, for a short-term let of the building from June 2018 to December 2019 or March 2020 at the latest. The Group had alternative accommodation planned for the Diamond in Rathcoole.

Members were advised that should this request be approved in principle, Officers would establish the fee and complete all necessary arrangements.

Moved by Councillor Ross  
Seconded by Councillor Bingham and

**RESOLVED - that approval be given**

- (i) for Officers to develop proposals for Hazelbank Pavilion, in keeping with the Park and including staff accommodation and,**
- (ii) in principle, for Abbey Sure Start to rent Hazelbank Pavilion on a temporary basis from June 2019 to March 2020, subject to all legal and administrative issues being addressed to Council's satisfaction.**

*ACTION BY: Ivor McMullan, Head of Parks*

**9.20 L/GEN/5 LEISURE SCHEDULE OF CHARGES AND PRICING POLICY 2019/20**

**Introduction**

Members were reminded that in June 2017 new leisure pricing was proposed, including both the introduction of new More memberships and casual prices. Through the consultation, there was feedback given on a wide range of issues. Officers assessed these and the majority of responses related to three key proposals; proposed changes to Over 50s Club prices, the need for a concession price for the new family membership for low income families/families on benefits and a review of programming and classes in Crumlin Leisure Centre. These were highlighted in a report to Council in July 2017 and each one was considered and as a result, a number of changes subsequently approved. The new prices were introduced in October that year with an agreement that they would be reviewed annually. This annual review has been done and reported to the Operations Committee with only minor changes made since 2017.



## Complaint

The feedback on other issues included a number regarding the proposed increase in the price of a casual family swim from £7/£8 to £12 with an increase in the number of children included within that price to an unlimited number from a household. Among those commenting at the time was a resident who has since made a formal complaint.

## Family Swims

Since the new prices were introduced in October 2017 there has been a 44% reduction in casual family swim usage (9,895 to 5,576) and over the same period an increase in the number of family memberships with 7,191 of the 16,477 leisure centre members across the Borough accessing facilities through a family membership.

In income terms the comparison for family swims before and after the price change is:

2016/17: 9,895 family swims @ £7/£8 = £69,265

2017/18: 5,576 family swims @£12 = £66,912

## Investment

In the last year the refurbishment of the slides at the Valley and Sixmile Leisure Centres has been completed and more recently inflatables have been purchased for the Valley and the Forum (Sixmile Leisure Centre not suitable for inflatables) to improve the customer experience. "Aqua Splash", as the swim experience for children had been branded, was proving to be very popular.

## Going Forward

In considering the way forward it was useful to note that the proposal to offer membership packages including family memberships was driven by the vision of helping improve the health and wellbeing of people within the Borough as set out in the Leisure Strategy to 'make more people, more active, more often'. Helping to make our residents healthier is also a central tenet of the Community Plan, Love Living Here. This needs to be balanced with the cost of the leisure service and the need to continuously invest and keep centres and programmes current and attractive.

Taking the figures above, if we take a view that a reduction in price would increase the volume of family swim sessions from 2017/18 depending on the level of reduction, the following estimates could be applied:

Reduction to Income	Increase	Estimated Ticket sales	Estimated
£11	15%	6,412	£70,532
£10	25%	6,970	£69,970

Any resulting impact on the "MORE" family memberships is more difficult to quantify as this depends on a family's use of the many other activities and facilities which are offered as part of the membership package. Officers

predict that the reduction of the price to £10 will result in an increase of casual family swims, but is unlikely to negatively impact family membership levels. To note that the proposed price of £10 is comparable with prices for family swimming in other local authority facilities, with Carrickfergus and Larne Leisure Centre priced at £8.90 for a family swim but having no leisure swim facilities such as aqua slides, inflatables etc. Ballymena is the most comparable to Council facilities and is priced at £10.

Moved by Alderman Smyth  
Seconded by Alderman Cosgrove and

**RESOLVED - that the Council approves a reduction to the casual family swimming price from £12 to £10 with immediate effect and Officers to ensure that this is robustly communicated.**

*ACTION BY: Matt McDowell, Head of Leisure/Andrea McCooke, Director of Organisation Development*

*Councillor Montgomery left the Chamber during the next item.*

**9.21 G/MSMO/007 (Vol 3) ROADS PROGRAMME – SPRING CONSULTATION PRESENTATION REQUEST**

Correspondence had been received from Department for Infrastructure (DfI) (circulated) requesting attendance at a meeting of Council to give Members an overview of the work undertaken by DfI Roads during the last financial year and to outline the proposed work for this financial year.

Moved by Councillor McCarthy  
Seconded by Councillor McClelland and

**RESOLVED - that DfI Roads Representatives be invited to address the Council.**

*ACTION BY: Member Services*

**9.22 CE/OA/024/VOL2 DEPARTMENT FOR INFRASTRUCTURE - NOTICES OF OPINION RELATING TO APPLICATIONS FOR A MAJOR URBAN EXTENSION IN BALLYCLARE INCLUDING FIRST PHASE OF THE BALLYCLARE RELIEF ROAD**

- (A) RESERVED MATTERS PLANNING APPLICATION REFERENCE LA03/2018/1011/RM – MAJOR URBAN EXTENSION, BALLYCLARE**
- (B) SECTION 54 PLANNING APPLICATION REFERENCE LA03/2018/0601/O – TO VARY PLANNING CONDITIONS ATTACHED TO OUTLINE PERMISSION U/2006/0377/O**
- (C) SECTION 54 PLANNING APPLICATION REFERENCE LA03/2019/0149/O – TO VARY PLANNING CONDITIONS ATTACHED TO OUTLINE PERMISSION U/2006/0377/O**

The Department for Infrastructure had written to the Council to advise that it has issued Notices of Opinion that approval should be granted to the three applications outlined below (copies of the letters and the accompanying

Notices of Opinion were circulated, and a map indicating the site was provided.

**APPLICATION A:** LA03/2018/1011/RM

**Proposal:** Major urban extension to include residential neighbourhood, southern section of Ballyclare Relief Road, local centre, riverside park and other open spaces, children's play areas and associated works.

**Location:** Lands extending from north of Doagh Road (opposite No. 141 Doagh Road) to the Templepatrick Road, Ballyclare immediately west of the cemetery, Huntingdale and Dennisons Industrial Estate.

**Applicant:** Ballyclare Developments Ltd

**APPLICATION B:** LA03/2018/0601/O

**Proposal:** Application to vary condition 3 (Phasing Plan), condition 10 (occupation of dwellings), condition 19 (Travel Card), condition 21 (cycle infrastructure), condition 31 (Environmental Management Plan), condition 42 (landscaping details), condition 44 (Landscape Masterplan), and non-compliance with condition 4 (Phasing Plan), condition 9 (access arrangements), condition 11 (road drainage), condition 16 (TAS approval), condition 17 (geotechnical approval) and condition 18 (road safety audit) of planning permission U/2006/0377/O for major urban extension to include: residential neighbourhood, southern section of Ballyclare Relief Road, local centre, riverside park and other open spaces, children's play areas and associated works.

**Location:** Lands extending from north of Doagh Road (opposite No. 141 Doagh Road) to the Templepatrick Road, Ballyclare immediately west of the cemetery, Huntingdale and Dennisons Industrial Estate.

**Applicant:** Ballyclare Developments Ltd

**APPLICATION C:** LA03/2019/0149/O

**Proposal:** Application to Vary Condition 3 (revised Transport Statement), and Condition 10 (delivery of the entire relief road prior to commencement) and removal of Condition 8 (400 Unit limit) of Planning Permission U/2006/0377/O for major urban extension to include; residential neighbourhood, southern section of Ballyclare Relief Road, local centre, riverside park and other open spaces, children's play areas and associated works.

**Location:** Lands extending from north of Doagh Road (opposite No. 141 Doagh Road) to the Templepatrick Road, Ballyclare immediately west of the cemetery, Huntingdale and Dennisons Industrial Estate.

**Applicant:** Ballyclare Developments Ltd

**Full details on the above applications, including the application forms, relevant drawings, consultation responses and any representations received are available to view at the Planning Portal [www.planningni.gov.uk](http://www.planningni.gov.uk)**

As previously reported to the Planning Committee the overall intent of the above applications submitted to DfI was to introduce a phasing plan for the major urban extension in the western part of Ballyclare previously approved by the then Department of the Environment in 2011. The phasing plan includes delivery of the first phase of the Ballyclare Relief Road between the Templepatrick Road and the Doagh Road together with associated housing development, although maintaining a stipulation that none of the housing or other buildings proposed in this part of the development can be occupied until the first phase of the road link is completed.

The Reserved Matters application indicated that a total of 272 dwellings are proposed together with a local centre, riverside park and other open spaces to accompany the first phase of the relief Road.

Following an earlier consultation by the Department on these applications the Council agreed not to provide a corporate view and this position was subsequently conveyed to the Department in writing.

Having now issued its opinion that approval should be granted to these applications, the Department has written to the Council to ascertain if it wishes to request an opportunity of appearing before and being heard by the Planning Appeals Commission on all or any of the applications. It should be noted that the Department has also written to the applicant in similar fashion.

If a hearing before the Planning Appeals Commission is requested by the Council or the applicant, the Department must take into account the report of this hearing. However the final decision in relation to these applications would rest with the Department.

Moved by Councillor McWilliam  
Seconded by Alderman Girvan and

**RESOLVED – that the Council do not request a hearing and the report be noted.**

*ACTION BY: John Linden, Head of Planning*

## **9.23 ED/ED/021 INVITATION TO RYBNIK 13 TO 16 JUNE 2019**

Members were advised that an invitation had been received from the Mayor of Rybnik, Mr Piotr Kuczera, to participate in an outward visit from the 13 to 16 June 2019. A copy of the letter was circulated. The purpose of the visit would be to celebrate co-operation and friendship through the twinning link and would form part of the Days of Rybnik programme.

Members were advised that the delegation should include no more than two or three representatives from the Council. Accommodation and hospitality would be provided by Rybnik during the visit. The cost to the Council would be for transportation to and from Poland, estimated to be £300.00 per person.

Moved by Councillor Brett  
Seconded by Alderman Cosgrove and

**RESOLVED – that the Mayor, Chair of Community Planning and Regeneration Committee and a relevant Officer attend.**

*ACTION BY: Emma Stubbs, Rural & Economic Development Manager*

## **ITEMS FOR INFORMATION**

### **10.1 CP/P4/022 FUTURE LEADERS PROGRAMME**

Members were advised that correspondence has been received from the European Committee of Regions, the European Commission and HM Treasury with regard to the funding of future LEADER programmes following the UK's withdrawal from the European Union (EU).

A copy of the correspondence was circulated for Members' information.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

**RESOLVED - that the correspondence from the European Committee of Regions, the European Commission and HM Treasury be noted.**

*NO ACTION*

### **10.2 G/MSMO/14 MOTION – NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

Members are advised that correspondence has been received from Newry, Mourne and Down District Council regarding a Motion adopted by that Council requesting that Antrim and Newtownabbey Borough Council consider ways in which it could financially support the Air Ambulance Service.

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

Moved by Councillor Brett  
Seconded by Councillor McClelland and

**RESOLVED - that the correspondence from Newry, Mourne and Down District Council be noted.**

*NO ACTION*

### **10.3 CE/GEN/015 MOTION - MUCKAMORE ABBEY HOSPITAL**

Following the Motion moved by Councillor Magill, seconded by Alderman Campbell and carried unanimously at the Council meeting of 25 March 2019, the Chief Executive wrote to the Secretary of State to call for a public inquiry to be held into the Muckamore Abbey Hospital abuse cases.

A response has been received and was circulated for Members' information.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

**RESOLVED - that the correspondence from the Secretary of State be noted.**

*NO ACTION*

### **10.4 G/MSMO/074 CORRESPONDENCE FROM MRS AZIMKAR**

Members were advised that correspondence has been received from Mrs Azimkar to thank the Mayor and Council following the 10<sup>th</sup> Anniversary Service of Remembrance for Sapper Patrick Azimkar and Sapper Mark Quinsey (copy circulated).

Moved by Councillor Brett  
Seconded by Councillor McClelland and

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

*NO ACTION*

### **10.5 DISABLED PERSONS (BADGES FOR MOTOR VEHICLES) REGULATIONS**

Members were advised that correspondence had been received from the Department for Infrastructure to advise that the Regulations would amend the Disabled Persons (Badges for Motor Vehicles) Regulations (Northern Ireland) 1993 by prescribing a new format of a Blue Badge as a consequence of the United Kingdom leaving the European Union.

The amendments were being made to mirror changes to the Blue Badge to be used in England, Scotland and Wales.

A copy of the Regulations was circulated for Members' information.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

**RESOLVED - that the correspondence from the Department for Infrastructure be noted.**

*NO ACTION*

## 10.6 G/MSMO/14 MOTION - ARDS AND NORTH DOWN BOROUGH COUNCIL

Members were advised that correspondence had been received from Ards and North Down Borough Council regarding a Motion adopted by that Council requesting support for the creation of a national monument to act as a symbol of eternal gratitude for all emergency service personnel who have served or been killed in the course of their duties.

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

Moved by Councillor Brett

Seconded by Councillor McClelland and

**RESOLVED - that the correspondence from Ards and North Down Borough Council be noted.**

*NO ACTION*

## 10.7 G/MSMO/15 NORTHERN IRELAND AGRIBUSINESS CONFERENCE 2019

Members were reminded that it was agreed at a previous meeting of the Council that an Officer would attend the Northern Ireland (NI) Agribusiness Conference, held in Craigavon on Friday 8 February 2019. A report for Members information on the event was provided.

### **Conference Report:**

The conference was opened and proceedings hosted throughout the day, by **Richard Halleron, Agricultural Journalist**. In the opening session, Mr Halleron informed attendees that whilst agricultural gross output in NI had increased in 2018 by 1% to £2.13 billion, the total income from farming (TIFF) in NI fell by 23%, from £467 million in 2017 to £360 million in 2018, showing that a significant increase in costs had affected income. The estimated values of the 2018 direct subsidies was £286 million, in other words, direct subsidies from the EU accounted for 79.4% of total income generated. Mr Halleron commented that if production agriculture isn't functioning, the economies in so many of our rural towns and villages will take a direct hit.

In relation to trade, it was stated that Brexit works for agriculture in NI only if the UK government takes a "fortress UK" approach when it comes to potential food imports from countries like the US, Brazil, New Zealand, Australia and Canada. Conference speakers expressed that this was a remote possibility. The agricultural industry in NI prides itself on producing quality food – adhering to many standards concerning: employment; food production; food security and animal welfare. Unfettered food imports into the UK and zero access to the EU27 will have significant detrimental impact on most NI farming sectors. This concern was echoed throughout the conference by subsequent presenters representing the meat and dairy industries.

**NFU Scotland** informed attendees that within the agricultural sector, the money coming from the EU has been taken for granted for years. However,

there may be opportunity to capitalise on people's interest in the provenance and history of their food and drink products. This is something which Scotland and NI do well.

NFU Scotland has the following strategic objectives:

- Double turnover by 2030 - £30 billion
- Build on Scottish provenance, enhance reputation, and increase the value of Scotland's food and drink
- Increase the number of customers and consumers buying Scottish food and drink
- Increase the number of businesses producing what the market wants at pricing and timings that work through the supply chain.

**Dr Sally Shortall, Duke of Northumberland, Chair of Rural Economy, Newcastle University** spoke about Rural Policy / Rural Proofing in NI. Main observations:

Rural Development Policy in NI has been challenging; the first Rural Development Programme in 1990 grew out of the 'Action Poverty' movement, which in her view distorted the strengths and benefits of rural communities by always focussing on poverty; rural proofing creates an urban-rural binary that is not the reality in NI.

**Dr Mary Dobbs, Law, QUB** spoke on the challenges surrounding Brexit. Whilst much is still unknown, a 'no deal' or 'hard' Brexit will mean:

- EU law will no longer apply
- Common Agricultural Policy (CAP) will no longer apply
- Free movement of goods (FMG) will no longer apply
- Free movement of workers (FMW) will no longer apply
- WTO & international law generally will apply

Dr Dobbs also noted the following points:

- Finance from CAP has been temporarily guaranteed until Dec 2020 (end of transition period), and to facilitate the withdrawal agreement during the transition period, law and payments will continue as they have been.
- DAERA have a NI Engagement Document;
- Dr Dobbs concluded by stating that with over 80,000 working in the sector, farming is so important in NI that it should be given support for its own sake.

Further presentations were delivered by: Nick Whelan, Chief Executive of Dale Farm discussing opportunities for the dairy industry; Ian Stevenson, Chief Executive, Livestock and Meat Commission NI; John Martin, Chair of the Sustainable Land Use Sub Group, Nature Matters NI; and Deirdre Maguire, Brexit Support Manager, InterTrade Ireland.

Members were advised that presentations from the conference were available by contacting the Officer.

Moved by Councillor Brett

Seconded by Councillor McClelland and



**RESOLVED - that the conference report be noted.**

*NO ACTION*

## **10.8 ED/ED/020 SOCIAL ENTERPRISE WORLD FORUM**

Members were reminded that it was agreed at a previous meeting of the Council in July 2018, that a Member and an Officer would attend the Social Enterprise World Forum 2018 in Edinburgh.

The Forum was held in Edinburgh from 12-14 September hosted by the Scottish Government, The British Council, Community Enterprise in Scotland and Social Enterprise UK. Attendees included social enterprise leaders, academics, government officials, investors and students. Councillor Arthurs, (nominee of the Chairperson of Community Planning & Regeneration Committee) attended the Forum with Seonaid Rooney, Economic Development Officer.

Attendance at the event offered a unique learning opportunity, bringing together those operating in the sector and those supporting the sector, to network and share best practice. The main themes of the forum were sustainability, young people, the environment and supply chains. The forum consisted of seminars, educational workshops and discussion panels to explain best practice and share information.

**Sustainability** themes explored:

- Growth of the sector via educating consumers on the ethos of social enterprise (not for profit) and social benefits. Highlighting use of community structures and initiatives such as Buy Social and Brand ambassador marketing campaigns.
- Social Enterprise as a standard business model (not an alternative), embedding the social enterprise model as the main way to do business. Models of social enterprise businesses included: a craft brewery, a printing company, an architectural practice, a chocolatier and digital/media companies.
- Government support such as 'Just Enterprise', which is a Scottish Government funded programme providing business support to social entrepreneurs and third sector organisations.

**Young people** themes explored:

- Setting up youth workshops, getting young people involved in key social topics relevant today (health & advancement of information technology), and using these platforms to engage with government departments and influence future strategies.
- Educational programmes running in schools through the British Council. The programmes provide children with the opportunities to set up and trade under the banner of social enterprise. Empowering the next generation, who will be drivers of change.

**Environmental** themes explored:

- Educating the consumer, providing more environmentally friendly options (e.g. compostable packaging/cutlery for food), circular economies, zero waste and zero carbon goals.

**Supply Chain** themes explored:

- Procurement initiatives such as the Social Enterprise UK, Buy Social Corporate Challenge. This taps into corporate purchasing chains, by imposing a requisite for making a positive impact on society.
- Policy change around purchasing and the creation of social value in contracts/social value differentiation was also highlighted.

The forum also provided an opportunity for informal networking with a group of representatives from the social enterprise sector in NI. Organisations included Social Enterprise NI, GLL, USEL, IncredABLE and smaller social enterprises such as credit unions, community groups and educational providers.

Presentations and further information on the conference were available at <https://sewfonline.com/sewf2018/>

Moved by Councillor Brett  
Seconded by Councillor McClelland and

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

*NO ACTION*

## **10.9 FI/FIN/4 BUDGET REPORT – MARCH 2019**

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

The budget report for Period 12 did not include final adjustments required to arrive at the final financial position of the Council for the 2018/19 financial year. These adjustments include; final accruals of expenditure incurred and grants and debts invoiced after 31 March 2019, prepayments of expenditure and income, the costs of future severance agreed by Council, any proposed contributions/allocations from reserves and any finalisations required in respect of the District Rates and De-Rating Grant income.

These adjustments would be made and reflected in the Statement of Accounts presented to the Audit Committee in June.

The Council's variance on Net Cost of Services for the period to the end of March was £39k 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 £39k.

This included a contribution of £747k to the Council's Strategic Projects and Rates Appeal Reserves.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

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

*NO ACTION*

**10.10 CE/OA/039 CORRESPONDENCE FROM SECRETARY OF STATE REGARDING NI POLICING BOARD**

Correspondence (circulated) had been received from the Secretary of State advising that, with the agreement of the Commissioner for Public Appointments in Northern Ireland, it has been decided to reappoint the current independent members of the Policing Board, with terms due to expire in June 2019 for a further period of nine months to finish on 31 March 2020.

This was due to a number of unique and exceptional circumstances facing the Policing Board and was to allow adequate time to make the necessary preparations for a new competition to replace these members when they do stand down.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

**RESOLVED - that the correspondence from the Secretary of State be noted.**

*NO ACTION*

**10.11 CD/PM/124/VOL2 CARNMONEY HILL DEVELOPMENT**

Members were aware of a recent approach to the Council by Michael Ferguson, Carnhill Developments in April 2018 suggesting a revised scheme for the development of housing and open space on Carnmoney Hill. Essentially the proposal included the transfer of a reduced area of land, from that proposed under the Belfast Metropolitan Area Plan (BMAP) to the Council to facilitate the creation of a Country Park (or similar facility for public use) alongside the development of housing.

The proposal indicated that the developer/s would be willing to meet some of the costs associated with the development, eg paths, signage, etc. The Council considered this request and agreed to appoint Outdoor Recreation NI to undertake a feasibility study to explore the concept of a country park on this reduced area of land; consider the facilities, paths, signage etc, that would be required, the implications of creating further access points onto the Hill and the related management issues for the Council or its appointed operator. The study should also consider the recurrent cost implications for the Council or its appointed operator and public access indicating existing asserted Rights of Way and other non-asserted paths and if/how these might be linked to maximise the visitor experience.

This report was nearing completion and a briefing was held for Members on 8 April 2019. A final version of the report would be presented to Members in due course.

On 19 March 2019 correspondence was received by the Council (circulated) outlining a number of complaints concerning recent issues on the Hill including the removal of stiles and the denial of access across certain land. Officers provided a response to this correspondence (circulated) and directed the outstanding queries to MBA Planning who are acting as Planning Consultants for Carnhill Developments. A copy of their response dated 11 April 2019 was circulated for Members' information.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

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

*NO ACTION*

#### **10.12 G/DPFI/1 DATA PROTECTION REGISTRATION**

Members recalled that the Information Commissioner's Office (ICO) had previously highlighted the requirement for Councillors to have individual registration under the Data Protection Act 1998 in relation to work undertaken on behalf of constituents. Councillors who needed to be individually registered were required to complete a registration form and pay a £35 fee (recently increased to £40). Councillors were able to claim the fee back through expenses.

New legislation came into effect on the 1 April 2019 – The Data Protection (Charges and Information) (Amendment) Regulations 2019. The effect of this legislation is to remove the requirement for members of the House of Lords, elected representatives and prospective representatives to register and pay the Data Protection fee to the Information Commissioner. The duty to comply with the Data Protection Act 2018 when processing personal data still applies.

However, if a Councillor processes personal data for any other non-exempt purpose, for example as a business owner, or if they have CCTV at their offices for crime prevention purposes, then as that processing is not exempt, they must renew their registration/pay the data protection fee in respect of that processing.

Moved by Councillor Brett  
Seconded by Councillor McClelland and

**RESOLVED - that the changes to the registration requirements be noted, ie Members are no longer required to register with the ICO or pay the registration fee provided that personal data processed is in connection with their function as elected representatives.**

*NO ACTION*

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

Councillor Webb left the meeting.  
Councillor Montgomery returned and Councillor Brett left the Chamber.

## **12. MOTION**

Moved by Councillor Wilson  
Seconded by Councillor Lynch

*"This Council supports the Right to Work: Right to Welfare (R2W) group's  
"People's Proposal" aim at introducing a simple but vital checklist for social  
security decision makers.*

*This Council supports this aim and will write to the Permanent Secretary for the  
Department for Communities calling for the issuance of guidance to all  
Decision Makers, requiring them to ensure that both due process and impact  
assessments are undertaken and fully complied with in the decision making  
process."*

**The Motion was declared unanimously carried and it was**

**RESOLVED - that the Chief Executive write to the Permanent Secretary for the  
Department for Communities.**

*ACTION BY: Jacqui Dixon, Chief Executive*

*Councillor Brett returned during the above item and Councillor Ross left the  
Chamber.*

*At this point the Mayor remembered two former Councillors who had sadly  
passed away since the last meeting, former Antrim Councillor Wilson Clyde  
and former Newtownabbey Councillor Vi Scott.*

*Councillor Ross returned to the Chamber and Alderman Girvan left the  
meeting.*

## **MOTION TO PROCEED 'IN COMMITTEE'**

Moved by Councillor McWilliam  
Seconded by Councillor Hamill 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.

*Councillor Rea left the meeting.*

## **ITEMS IN COMMITTEE**

### **11.1 IN CONFIDENCE FI/PRO/TEN/233 SUPPLY AND DELIVERY OF HORTICULTURAL MATERIALS 2019**

Five tenders for the supply and delivery of horticultural materials 2019 were opened via the eSourcingNI Portal on 22 February 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

### **STAGE 1 – SELECTION STAGE**

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

All five 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 the proposed products met the specifications in full. All tenders met the requirements of this stage and proceeded to the next stage of evaluation.

#### **Sub- Stage 2 – Commercial Assessment (100%)**

The tenders were evaluated on the basis of cost (100%) and the recommendations are as follows:

Item	Description	Recommendation	Total Cost (Each) (excl. VAT)
1	Topsoil – not screened (per Tonne)	M Large Tree Services Limited	£■■■■
2	Topsoil – screened (per Tonne)	M Large Tree Services Limited	£■■■■
3	Summer Parkland/Outfielder Fertiliser 9.7.7 (per 25kg)	Turfcare	£■■■■
4	Autumn Parkland/Outfielder Fertiliser 3.12.12 (per 25kg)	Turfcare	£■■■■
5	Summer Fine Turf Granular Fertiliser (per 25kg)	Turfcare	£■■■■
6	Autumn Fine Turf Granular Fertiliser (per 25kg)	Turfcare	£■■■■
7	Slow Release 28.5.5 with Iron (per 25kg)	Turfcare	£■■■■
8	Liquid Iron (per 5Ltr)	John Lindsay Professional Sportsturf	£■■■■
9	Clean Run for Winter (per 25kg)	Turfcare	£■■■■
10	Clean Run for Summer	Turfcare	£■■■■

	(per 25kg)		
11	8.0.0 Fertiliser (per 20kg)	Turfcare	£
12	Autumn Dressing for Fine Turf (per 25kg)	John Lindsay Professional Sportsturf	£
13	Forest Bark Ornamental Grade (per cubic metre)	M Large Tree Services Limited	£
14	Forest Bark Ornamental Grade (per 1 Tonne bag)	M Large Tree Services Limited	£
15	Forest Bark Playground Grade (per cubic metre)	Forker Garden Products	£
16	Forest Bark Playground Grade (per 1 Tonne bag)	Forker Garden Products	£
17	Multi-purpose Compost (with Osmocote for Hanging Baskets (per 75Ltr bag)	Forker Garden Products	£
18	Multi-purpose Compost (per 75Ltr bag)	Forker Garden Products	£
19	Bayer Dedicate Fungicide (or equivalent) (each)	John Lindsay Professional Sportsturf	£
20	Bayer Chipo Green Fungicide (or equivalent) (each)	John Lindsay Professional Sportsturf	£
21	Roundup (or equivalent) (per 5Ltrs)	Nomix Enviro Limited	£
22	Bayer Pistol Herbicide (or equivalent) (each)	Nomix Enviro Limited	£
23	Emerson 19 Sand (or equivalent) (per Tonne)	M Large Tree Services Limited	£
24	Emerson No. 1 Greens Fine Dressing Sand (or equivalent) (per Tonne)	M Large Tree Services Limited	£
25	Emerson No. 16 Bunker Sand (or equivalent) (per Tonne)	M Large Tree Services Limited	£
26	Emerson No. 19 Pitch Sand (or equivalent) (per Tonne)	M Large Tree Services Limited	£
27	Enforcer (or equivalent) (per 5Ltrs)	Nomix Enviro Limited	£
28	Iron (Highly Soluble) (per 10kg)	Turfcare	£
29	50% Barswing 50% Barcrown Slender Creeping Red Fescue (or equivalent) (per 12.5kg)	Turfcare	£
30	Spraying Aid – Green Dye (per 1Ltr)	Turfcare	£
31	70% Sand 30% Soil Mix Topdressing (per Tonne)	M Large Tree Services Limited	£
32	70% Sand 30% Soil Mix (per Tonne)	M Large Tree Services Limited	£
33	Irwins Zone 4C Sand (or equivalent) (per Tonne)	M Large Tree Services Limited	£

34	<b>Irwins Zone 3C Sand (or equivalent) (per Tonne)</b>	<b>M Large Tree Services Limited</b>	<b>£</b> [REDACTED]
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Moved by Alderman Smyth  
Seconded by Councillor Brett and

**RESOLVED - that having tendered the lowest cost, Forker Garden Products, John Lindsay Professional Sportsturf, M Large Tree Services Limited, Nomix Enviro Limited and Turfcare, be appointed for the supply and delivery of horticultural materials as set out above, for the period 1 May 2019 to 30 April 2020 (with an option, by the Council, to extend for a further period of up to 12 months).**

*ACTION BY: Julia Clarke, Procurement Officer/Mark Wilson, Parks Manager*

## **11.2 IN CONFIDENCE FI/PRO/TEN/259 TENDER FOR THE SUPPLY AND DELIVERY OF CLEANING AND SANITATION PRODUCTS FOR POOLS AND SPAS 2019**

**CONTRACT PERIOD 6 MAY 2019 TO 30 APRIL 2021 (WITH AN OPTION, BY THE COUNCIL, TO EXTEND FOR A FURTHER PERIOD OF UP TO 12 MONTHS)**

Four tenders for the supply and delivery of cleaning and sanitation products for pools and spas were opened via the eSourcingNI Portal on 8 March 2019 and referred to the Evaluation Panel for assessment. The tenders were evaluated on a two stage basis as follows:

### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, and declarations and form of tender. All tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

### **STAGE 2 – AWARD STAGE**

#### **Sub-Stage 1 – Compliance**

All tenders confirmed they can meet all the requirements of the specification and therefore proceeded to the next stage of the assessment.

#### **Sub-Stage 2 – Commercial Assessment (100%)**

The tenders were evaluated on the basis of cost (100%). The recommendation is as follows:

Item	Description	Recommendation	Total Cost (Each) (excl. VAT)
1	<b>Aluminium Sulphate (per 25kg)</b>	<b>William Clements (Chemicals) Limited</b>	<b>£</b> [REDACTED]
2	<b>Aquabrome (per 5kg)</b>	<b>William Clements (Chemicals) Limited</b>	<b>£</b> [REDACTED]



3	Fragrance Eucalyptus Milk (per 5Ltrs)	William Clements (Chemicals) Limited	£■■■■■
4	HTH Easi flow (per 25kg)	William Clements (Chemicals) Limited	£■■■■■
5	Somplex Fatsolve (per 5Ltrs)	William Clements (Chemicals) Limited	£■■■■■
6	Poly Aluminium Chloride (per 25 Ltrs)	William Clements (Chemicals) Limited	£■■■■■
7	ACCU Tab (Blue) (per 25 Ltrs)	Oak CWE Limited	£■■■■■
8	Sodium Bi-Sulphate (per 25kg)	Northern Cryogenics Limited	£■■■■■

Moved by Councillor Brett  
Seconded by Councillor Montgomery and

**RESOLVED - that having tendered the lowest costs, William Clements (Chemicals) Limited, Oak CWE Limited and Northern Cryogenics Limited, be appointed for the supply and delivery of cleaning and sanitation products for pools and spas as set out above, for the period 6 May 2019 to 30 April 2020 (with an option, by the Council, to extend for a further period of up to 12 months).**

*ACTION BY: Julia Clarke, Procurement Officer*

### **11.3 IN CONFIDENCE FI/PRO/TEN/279 TENDER FOR THE PROVISION OF EXECUTIVE SEARCH SERVICES**

**CONTRACT PERIOD 3 MAY 2019 TO 30 APRIL 2020 (WITH AN OPTION, BY THE COUNCIL, TO EXTEND FOR A FURTHER PERIOD OF UP TO 12 MONTHS)**

Three tenders for the provision of executive search services were opened via the eTendersNI Portal on 28 March 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two-stage basis as follows:

#### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated on a pass/fail basis for mandatory exclusion and financial compliance, economic and financial standing, management systems and practices, previous relevant experience, technical capacity and capability of the team, and declarations and form of tender. All tenders met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tenders were evaluated as follows:

#### **STAGE 2 – AWARD STAGE**

##### **Technical / Commercial Assessment (70%/30%)**

The tenders were evaluated on the basis of quality (70%) and cost (30%) and the recommendation is as follows:

Supplier	Quality Assessment (out of 70%)	Cost Assessment (out of 30%)	Total % Score	Estimated Cost for HoS and Director (£) (excl. VAT)
Clarendon Executive	70%	30%	100%	£[REDACTED]

Moved by Councillor Brett  
Seconded by Alderman Smyth and

**RESOLVED - that having achieved the highest score of 100%, Clarendon Executive be appointed for the provision of executive search services at the tendered rates for the period 3 May 2019 to 30 April 2020 (with an option, by the Council, to extend for a further period of up to 12 months).**

*ACTION BY: Julia Clarke, Procurement Officer*

#### **11.4 IN CONFIDENCE FI/PRO/TEN/255 TENDER FOR NEILLSBROOK CAR PARK AND LANDSCAPE WORKS**

Members were reminded that in August 2018 the Council approved a budget of £[REDACTED] to develop and enhance existing space adjacent to the community centre to create additional car parking and an area to be used for community events and activities.

##### **PROJECT SCOPE**

The contract involves the following works:

- The creation of a 53 space car park which includes a central area constructed in reinforced concrete. The car park will have collapsible bollards at the entrance / exit and suitable street lighting.
- An additional 4 car parking spaces beside the Bowling Green and a coach bay adjacent to Neillsbrook Road.
- The removal of an existing wall and the construction of a new Totem and Information Board
- A landscaped community area
- New container for operational services storage

##### **PROCUREMENT**

WDR & RT Taggart (Partnership) were appointed as design consultants for the scheme in October 2018.

Fifteen firms returned completed Pre-Qualification Questionnaires (PQQs) by 14 December 2018 and were referred to the evaluation for assessment. The Contractors who responded to the completion were randomly sorted and evaluated in order on a pass/fail basis. The first six contractors whose PQQ responses were assessed as a 'Pass' were selected for invitation to Tender (ITT).

The PQQs responses were evaluated using the criteria of past performance, economic and financial standing and professional conduct, health and safety, declarations, technical and professional ability. Invitation to Tender (ITT) Documents were issued to six contractors week commencing 28 January 2019. Six completed tenders were received by the closing date of 19 February 2019.

### **TENDER ANALYSIS**

The returned tenders were evaluated on the Tender Assessment Total Price only and A G Wilson Ltd submitted the lowest Tender as detailed below:

<b>TENDER FOR NEILLSBROOK CAR PARK AND LANDSCAPE WORKS</b>				
<b>Rank</b>	<b>Contractor</b>	<b>Tendered Total of the Prices (excl. VAT)</b>	<b>Model Compensation Event Total* (excl. VAT)</b>	<b>Tender Assessment Total Price (excl. VAT)</b>
1	AG Wilson Ltd			

*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. AG Wilson Ltd have also confirmed that they will hold their tender price until the revised programme start date shown below.*

AG Wilson Ltd have confirmed that they can deliver the works in full compliance with the specification and at the Tender Total of the Prices submitted. AG Wilson Ltd have also confirmed that they will hold their Tender price until the revised programme start date shown below.

### **PROGRAMME**

It was initially envisaged that work would commence in March 2019 and be completed by early June 2019. This was subject to receiving planning approval by February 2019. During the planning process the statutory consultees requested technical reports for drainage assessment and habitat surveys. This resulted in prolonging the planning approval process with approval granted in March 2019.

It is proposed to now award the works contract but delay start on site until after the July 2019 holidays. This will facilitate the delivery of specialist containment kerbs and assist with landscaping works during the planting season.

### **OTHER MATTERS**

Council Officers had been informed in the last few weeks that the Council's original appointed design consultant [REDACTED] had gone into administration. A separate report had been prepared for Council on this issue.

The Capital Development Officers were currently working through the process with Council's Legal and Procurement Officers to determine a satisfactory solution to minimise delay.

The most efficient solution for Council is to offer the professional services for this project to Perfect Circle JV Ltd who is the appointed Consultant under the SCAPE GROUP LTD framework. This framework is a public sector company currently utilised by the Council. This will incur an uplift fee and a small sum of £[REDACTED] has been allowed to cover this risk. This figure was included in the updated cost plan.

### **COST SUMMARY**

The current approved budget is:

£[REDACTED]

Tendered Total of the Prices

£[REDACTED]

Model Compensation Event Total

£[REDACTED]

Tender Assessment Total Price

£[REDACTED]

Professional fees

£[REDACTED]

Main Contract Works Cost:

£[REDACTED]

Additional Consultancy Fee

£[REDACTED]

Upper Limit)

### **OTHER COSTS**

Totem and Information Boards \*1

£[REDACTED]

Operational Services Container \*1

£[REDACTED]

£[REDACTED]

TOTAL PREDICTED PROJECT COST:

£[REDACTED]

([REDACTED] % above approved budget)

### **COST SUMMARY**

The current approved budget is:

£[REDACTED]

Tendered Total of the Prices

£[REDACTED]

Model Compensation Event Total

£[REDACTED]

Tender Assessment Total Price

£[REDACTED]

Professional fees

£[REDACTED]

Main Contract Works Cost:

£[REDACTED]

Additional Consultancy Fee

£[REDACTED]

Upper Limit)

### **OTHER COSTS**

Totem and Information Boards \*1

£[REDACTED]

Operational Services Container \*1

£[REDACTED]

£[REDACTED]

TOTAL PREDICTED PROJECT COST:

£[REDACTED]

([REDACTED] % above approved budget)

\*1 The totem, information board and container will be delivered under a separate work purchases; £[REDACTED] fees are included for the board designs and £[REDACTED] for provision of an additional board.

The predicted project outturn cost (works and fees), based on the lowest tender was £[REDACTED] which is £[REDACTED] ([REDACTED] %) above the approved budget of £[REDACTED].

There may be opportunities to make savings during the contract to reduce the costs in line with the approved budget. In addition, the predicted project cost included the model compensation event sum of £[REDACTED] for construction risks. Council Officers would only authorise the expenditure of this sum during the contract, should it be required.

Moved by Councillor Clarke  
Seconded by Councillor Brett and

**RESOLVED - that**

- I. **the tender from AG Wilson Ltd at the tendered total of the prices of £[REDACTED] be approved giving a Tendered Assessment Total Price of £[REDACTED];**
- II. **the total estimated budget for the works and fees of £[REDACTED] be approved.**

*ACTION BY: Des McFaul, Project Development Officer*

**11.5 IN CONFIDENCE FI/PRO/QUO/489; FI/PRO/TEN/217; FI/PRO/QUO/504; FI/PRO/TEN/220; FI/PRO/TEN/264 [REDACTED]**

Over the last year [REDACTED] were appointed to undertake professional services on the following projects for the Council.

- i. Sea Walls, Hazelbank
- ii. Antrim 3G Pitch
- iii. Neillsbrook Environment Improvement Scheme
- iv. Valley Leisure Centre Spa
- v. Valley Leisure Centre pitch drainage

Officers had recently been informed that [REDACTED] have gone into administration. There is a risk that projects will be delayed and funding lost on relevant projects.

A new company had been formed [REDACTED] which was assigned the Valley Spa project from the former [REDACTED]. This project was currently on site.

Discussions were underway with the new company [REDACTED] regarding professional indemnity. It was hoped that the completion date for this project will not be delayed excessively due to the administration issue.

Professional Services were still required to complete the Antrim 3G Pitch, Neillsbrook Environmental Scheme and the Valley Leisure Centre Pitch

Drainage projects. There was the risk that progress on these projects may be delayed and potentially funding lost on the Antrim 3G Pitch project.

The Capital Development Officers were currently working through the process with the Council's Legal and Procurement Officers to determine a satisfactory solution and minimise delay.

The most efficient solution for Council was to offer the professional services for these projects to Perfect Circle JV Ltd who was the appointed Consultant under the SCAPE Group Ltd framework. This framework is a public sector company currently utilised by the Council. Fees for a range of professional services are set under the framework. Capital Development Officers were currently exploring this route.

It was proposed that Council Officers be given the authority to agree total fee and appoint Perfect Circle JV Ltd as the consultants to undertake professional services on the following projects as required.

- i. Neillsbrook Environmental Improvement Scheme (due site on August 2019)
- ii. Valley Leisure Centre Pitch Drainage
- iii. Antrim 3G Pitch (on assumption it is to proceed and also subject to approval from SEUPB)

Moved by Councillor Brett

Seconded by Councillor McClelland and

**RESOLVED - that the Valley Spa project professional services contract be assigned from [REDACTED] to [REDACTED] subject to satisfactory insurances for professional indemnity.**

**Council Officers be given the authority to agree total fee and appoint Perfect Circle JV Ltd via the SCAPE Group Ltd framework to undertake professional services on the following projects as required.**

- i. **Neillsbrook Environmental Improvement Scheme (due site on August 2019)**
- ii. **Valley Leisure Centre pitch drainage**
- iii. **Antrim 3G Pitch (on assumption it is to proceed and also subject to approval from SEUPB)**

*ACTION BY: Reggie Hillen, Head of Service Capital Development*

#### **11.6 IN CONFIDENCE FI/PRO/TEN/221 TENDER FOR ALTERATIONS AND REFURBISHMENT OF SIXMILE LEISURE CENTRE FITNESS SUITE**

Members were reminded that in September 2018 the Operations Committee approved a budget of £[REDACTED] for the refurbishment of the First Floor Fitness Suite at Sixmile Leisure Centre. The gym equipment would be procured separately under another contract.

## **PROJECT SCOPE**

The contract involves the following works:

- Demolition of internal walls
- New internal stud walls, ceilings and flooring
- Remodelling of Spin Room
- New mechanical / electrical including fire alarm/intruder alarm systems
- Replacing the existing ventilation and air conditioning unit with the installation of a new integrated ventilation and heat recovery system complete with ducting and upgrading of the controls to current regulations.

## **PROCUREMENT**

Robert Logan Chartered Architects were appointed as design consultants for the scheme in July 2018.

Twelve firms returned completed Pre-Qualification Questionnaires (PQQs) by 27 July 2018 and were referred to the evaluation for assessment. The completed PQQs were evaluated on Pass/Fail basis using the criteria of general information, past performance, economic and financial standing, professional conduct, Health & Safety and Declarations. One firm did not meet the requirements in full and therefore did not proceed to the next stage of the evaluation.

The eleven remaining firms were scored on the basis of technical and professional ability. Six firms were shortlisted and invited to submit tenders.

Invitation to Tender (ITT) Documents were issued week commencing 3 December 2018 with a closing date of 7 January 2019. Only two firms returned tenders by the closing date. Two firms withdrew and two firms did not submit a tender.

The tenders returned were much higher than anticipated and not considered value for money. The lowest tender submitted was £[REDACTED] which gave a predicted out turn cost of £[REDACTED] (incl all fees). This was [REDACTED]% over the approved budget.

On this basis no contract was awarded and a value engineering exercise was undertaken. Amendments were primarily made to the new ventilation system and pipework design. The anticipated savings from these amendments was in the order of £[REDACTED] giving a revised predicted cost of £[REDACTED].

Revised tender documents were prepared and issued on 6<sup>th</sup> March 2019 with a return date of 27<sup>th</sup> March 2019.

## **TENDER ANALYSIS**

The returned tenders were evaluated on the Tender Assessment Total Price only and Piperhill Construction Ltd submitted the lowest tender price as detailed below:

ALTERATIONS AND REFURBISHMENT OF SIXMILE LEISURE CENTRE FITNESS SUITE				
Rank	Contractor	Tendered Total of the Prices (excl. VAT)	Model Compensation Event Total* (excl. VAT)	Tender Assessment Total Price (excl. VAT)
1	Piperhill Construction Ltd	£[REDACTED]	£[REDACTED]	£[REDACTED]

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

The lowest tender total from Piperhill Construction Ltd had been checked and no arithmetical errors found.

The predicted project outturn cost (works and fees) based on the lowest tender was £[REDACTED] which is £[REDACTED] ([REDACTED]%) above the approved budget of £[REDACTED].

The works contract has now been tendered twice. There was limited scope in reducing the cost further without impacting on the overall scope and quality of the scheme.

The advantages of retaining the full scope and specification were that all the plant installed will meet current standards for this type of installation by providing controlled fresh air into the gym, have full warranty with a life expectancy of 25 years and reduced maintenance and running costs. The new installation would remove the current Health and Safety issues regarding safe access to inspect and maintain plant on the roof.

#### **COST SUMMARY**

The current approved budget is:	£[REDACTED]
Tendered Total of the Prices	£[REDACTED]
Model Compensation Event Total	£[REDACTED]
Tender Assessment Total Price	£[REDACTED]
Professional fees	£[REDACTED]
<b>Total Predicted Project Cost budget)</b>	<b>£[REDACTED] ([REDACTED]% over approved budget)</b>

The predicted project cost based on the current lowest tender was £[REDACTED] over the approved budget.

#### **PROGRAMME**

It was envisaged that work would commence in May 2019 and be completed by late September 2019.



Moved by Councillor McWilliam  
Seconded by Councillor Bingham and  
**RESOLVED - that**

- i. **the tendered sum of £[REDACTED] ( exc.VAT) from Piperhill Construction Ltd for the full scope of works be approved giving a tendered assessment total of £[REDACTED] (excl VAT);**
- ii. **the total estimated budget for the works and fees of £[REDACTED] be approved.**

*ACTION BY: Des McFaul, Capital Project Officer*

#### **11.7 IN CONFIDENCE FI/PRO/TEN/166 TENDER FOR FITNESS EQUIPMENT AT SIXMILE LEISURE CENTRE**

Following a review of fitness equipment provision across all leisure centres, Members were reminded that on a phased basis in November 2016, the fitness equipment replacement plan was approved. Subsequently, in April 2018, the business case to replace the resistance machines and cardiovascular equipment was approved for Sixmile Leisure Centre at an estimated cost of £[REDACTED]

Four tenders for the supply, delivery, installation, and maintenance of fitness equipment for the Sixmile Leisure Centre were opened via eTendersNI on 8 February 2019 and referred to the evaluation panel for assessment. The tenders were evaluated on a two stage basis as follows:

##### **STAGE 1 – SELECTION STAGE**

The tenders were evaluated using criteria such as tenderer's professional conduct, economic and financial standing, management systems and practices, previous relevant experience, and declarations and form of tender. One tender failed to meet all the requirements of this stage and therefore did not proceed further in the evaluation process. The remaining three tenders met all the requirements of Stage 1 of the assessment and proceeded to Stage 2 – Award Stage. The tenders were evaluated:

##### **STAGE 2 – AWARD STAGE**

###### **General Information**

The three tenders included provided all confirmations and information requested and proceeded to the next stage of the assessment.

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

The three tenders were evaluated on the basis of service delivery proposals (60%) and cost (40%). Technogym UK Ltd submitted the highest scoring bid as detailed below.

Supplier	Quality Assessment (out of 60%)	Cost Assessment (out of 40%)	Total % Score	Maintenance over 7 Years* (£)(excl. VAT)	Capital Cost incl. Optional Extras (£)(excl. VAT)	Total Cost incl. Optional Extras & 7 yrs maintenance (£)(excl. VAT)
TechnogymUK Ltd	60%	40%	100%	£[REDACTED]	£[REDACTED]	£[REDACTED]

\* The maintenance costs are included in the evaluation exercise to assess the whole life cost. These are revenue costs.

The predicted capital replacement costs based on the current lowest tender is £[REDACTED] which is £[REDACTED] ([REDACTED]%) above the business case estimate of £160,000.

It was proposed by Officers that the full scope of fitness equipment be retained. This would provide the optimum user experience and ensure a broad range of equipment is available to suit all ages and abilities.

Moved by Councillor Bingham  
Seconded by Councillor McWilliam and

**RESOLVED - that having achieved the highest score of 100%, Technogym UK Ltd be appointed to supply and maintain fitness equipment at the Sixmile Leisure Centre at the tendered rates at a cost of £[REDACTED].**

*ACTION BY: Melissa Kenning, Procurement*

#### **11.8 IN CONFIDENCE FI/PRO/TEN/130 EXTENSION OF SPORTSTURF MAINTENANCE THROUGHOUT THE ANTRIM AND NEWTOWNABBEY BOROUGH**

**Contract Period: 3 June 2017 to 31 May 2018 (with an option to extend for a further 24 months, in 3 month increments, subject to review and performance)**

Members were reminded that at the Council meeting held on 30 May 2017, the contract for the above service was awarded to various suppliers as follows.

Lot	Principal Supplier	1 <sup>st</sup> Reserve Supplier	2 <sup>nd</sup> Reserve Supplier
Lot 1 Verti-Draining & Topdressing	WM Contracts	Irwin Ground Works	Haffey Sportsgrounds Limited
Lot 2 Hollow Tining	WM Contracts	Irwin Ground Works	Clive Richardson Ltd

Lot 3 Solid Tining	WM Contracts	Irwin Ground Works	Haffey Sportsgrounds Limited
Lot 4 Overseeding and Direct Seeding	Irwin Ground Works	Clive Richardson Ltd	WM Contracts
Lot 5 Spraying	WM Contracts	Irwin Ground Works	Tony Patterson Sportsgrounds Ltd
Lot 6 Sand Slitting	Clive Richardson Ltd	Haffey Sportsgrounds Limited	Irwin Ground Works
Lot 7 Scarification	Irwin Ground Works	Clive Richardson Ltd	WM Contracts
Lot 8 Aeration	Irwin Ground Works	WM Contracts	Haffey Sportsgrounds Limited
Lot 9 Other Maintenance Works	WM Contracts	Haffey Sportsgrounds Limited	Clive Richardson Ltd
Lot 10 Flailing	WM Contracts	Haffey Sportsgrounds Limited	Irwin Ground Works
Lot 11 Turfing	WM Contracts	Irwin Ground Works	Tony Patterson Sportsgrounds Ltd
Lot 12 Goal Renovation Works	WM Contracts	Irwin Ground Works	Clive Richardson Ltd
Lot 13 Grounds Works	WM Contracts	Haffey Sportsgrounds Limited	Clive Richardson Ltd
Lot 14 Drainage	WM Contracts	Haffey Sportsgrounds Limited	Clive Richardson Ltd
Lot 15 Gravel Banding	Irwin Ground Works	Haffey Sportsgrounds Limited	Tony Patterson Sportsgrounds Ltd

There were no significant contract management issues regarding service performance under the terms of the contract.

As the market conditions are broadly similar, it was recommended that the contract be extended for a further period of 12 months to 31 May 2020.

Moved by Councillor Brett  
Seconded by Councillor Flanagan and

**RESOLVED - that the contract with the above noted suppliers be extended until 31 May 2020.**

*ACTION BY: Melissa Kenning, Procurement*

## 11.9 **IN CONFIDENCE** ED/EUP/008 'SMALL BUSINESS PROCUREMENT PROGRAMME' PROCUREMENT

Members recalled that the Council had been offered grant assistance of £215,520 at a rate of 80% from the European Regional Development Fund (ERDF) and Invest Northern Ireland (INI) towards the delivery of the 'Small Business Procurement Programme' (SBPP), a one-to-one business mentoring programme. The Programme was being delivered in collaboration with Mid & East Antrim Borough Council and Lisburn and Castlereagh City Council, with Antrim and Newtownabbey Borough Council taking the lead partner role.

The Programme would support 180 firms across the three Council areas, providing tendering and procurement support to help them access new opportunities for work. All businesses on the Programme should be primed for growth and have the potential to create additional employment which will result in creating more sustainable and competitive businesses, expanding the private sector across the Programme catchment area.

The Programme will:

- work with micro and small businesses with little experience or unsuccessful experience of securing contracts through public and private sector tenders;
- focus on e-tendering processes to build business capacity using such systems;
- encourage firms to collaborate with other firms to create business networks; and,
- provide advice and assistance on the potential for participating businesses to develop supplier chains and clusters.

The Programme was due to commence in June 2019 and be completed by 31 December 2022, and seeks to create at least 270 jobs by 30 June 2023 (a key requirement of the funders). In addition, the Programme must refer at least 15 businesses to INI that are capable of accessing financial support from Invest NI by 31 December 2022.

The total estimated cost of the Programme is £[REDACTED] of which £[REDACTED] was being contributed by the EU and INI. The match funding of £[REDACTED] is split equally between the three partner Councils and provision for £[REDACTED] has been made in the Economic Development budget. The procurement process for external contractors was published through the EU Journal and five tender submissions were received by the closing date of 11 March 2019.

Central Procurement Directorate (CPD) facilitated the assessment of bids. Tenders were evaluated against six quality criteria, with a total score of 70% available for quality and price was assessed at 30%. Any tender scoring 0-2 out of a potential score of 5 in any of the criteria was deemed to have failed

at quality stage and did not proceed to price assessment. One organisation failed to meet the required quality score and was rejected on this basis.

The results of the scored assessments were as follows:

<b>Tender</b>	<b>Quality (out of 70%)</b>	<b>Price (out of 30%)</b>	<b>Total Score (out of 100%)</b>	<b>Total Cost</b>
Envision Management <b>(1)</b>	68.60	30.00	98.60	£257,610
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

The highest scoring tender was from Envision Management achieving a total score of 98.60%.

Moved by Councillor Brett

Seconded by Councillor Foster and

**RESOLVED - that having achieved the highest score of 98.60%, Envision Management be appointed to deliver the mentoring services under the 'Small Business Procurement Programme' for the period 3 June 2019 to 31 December 2022 at a total cost of £257,610.**

*ACTION BY: Alastair Law, Innovation & Funding Officer*

#### **11.10 IN CONFIDENCE P/FP/LDP/001 LOCAL DEVELOPMENT PLAN – DRAFT PLAN STRATEGY 2030**

Members were aware that the Local Development Plan is comprised of two documents that are prepared in sequence. The first is the Plan Strategy, the subject of this report, which is then followed by the Local Policies Plan.

The Plan Strategy outlines the Vision and Strategic Objectives for the Borough up to 2030, along with a Sustainable Development Growth Strategy and Strategic and Detailed Management Policies. The Local Policies Plan will contain site-specific proposals for the use of land within the Borough.

A draft version of the Plan Strategy had now been produced and a copy was circulated for Members' consideration.

#### Preferred Options Paper – Public Consultation Report

The draft Plan Strategy has been informed by the responses received to the Council's Preferred Options Paper, which was issued for public consultation between 18 January and 12 April 2017. The Forward Planning team has produced a Preferred Options Paper Public Consultation Report, a copy of which was circulated.

This report summarises the main issues raised during the Preferred Options Paper public consultation and how these issues have been taken into account during the preparation of the Local Development Plan. The report is a requirement under The Planning (Local Development Plan) Regulations (NI)

2015, Part 3, Regulation 11 (4), and in line with the Council's Statement of Community Involvement. It will help ensure the Local Development Plan meets 'soundness' specifications by demonstrating how consultation responses have been considered, summarised and taken account of during the Local Development Plan preparation, and as required under Regulation 20 of the Local Development Plan Regulations, it will be submitted as part of the Independent Examination process.

The report supersedes the Council's Preferred Options Paper Interim Consultation Report, August 2017, which was presented and ratified at 17 July 2017 meeting of the Planning Committee (Item 3.14). The Preferred Options Paper Interim Consultation Report gave an early indication for Members consideration of the issues raised during the public consultation.

The final Preferred Options Paper Public Consultation Report will be made available for public information alongside the Local Development Plan draft Plan Strategy.

### Developing the Plan Strategy

The draft Plan Strategy had also been informed by feedback from a series of workshops held over the last 18 months with elected Members and subsequent Council reports, which agreed the corporate position in relation to a range of key policy areas.

### Section 75 Equality Screening and Rural Needs Impact Assessment

The Plan Strategy is a new Council policy and is therefore subject to Section 75 Equality Screening. The Local Development Plan has been screened and there are no implications to the equality of opportunity or good relations of the Section 75 equality categories. A copy of the Screening Form was circulated for Members' consideration. This screening will be kept under review as the process progresses to the next stage, so that any issues which arise may be considered. The Local Policies Plan will also be screened when complete.

In addition, the Rural Needs (Northern Ireland) Act 2016 places a statutory duty on the Council to have due regard to rural needs when developing, adopting, implementing or revising policies, strategies and plans, and when designing and delivering public services. The Rural Needs Impact Assessment, a copy of which was circulated sets out how the Council identified the needs of the rural community and the range of issues identified including transport, access to services, housing, isolation, employment and quality places to live. The assessment then demonstrates how these matters were considered in the development of the draft Plan Strategy.

The Section 75 Equality Screening and Rural Needs Impact Assessment will be published in final form alongside the draft Plan Strategy after it has been subject to a Sustainability Appraisal incorporating Strategic Environmental Assessment and Habitats Regulation Assessment. The documents will be

subject to public consultation alongside the draft Plan Strategy as this is considered good practice in terms of community engagement.

#### Next Steps

The draft Plan Strategy will be subject to Sustainability Appraisal incorporating Strategic Environmental Assessment before publication. This will be undertaken by the Shared Environmental Service.

Should any significant issues be raised by the Shared Environmental Service then a further report will be brought to the Council.

In line with the Council's Timetable, it is anticipated that the draft Plan Strategy will be published on the 28 June 2019. The Council's Timetable states that the Local Development Plan is to be published in the 4th Quarter 2018/2019. The Timetable is indicative and the Department of Infrastructure has advised that three months either side of the published date in the Timetable is acceptable, therefore a June publication date would be in line with this advice.

It is proposed that there will be a lead in month over the July period for the public to familiarise themselves with the draft Plan Strategy document and understand the new tests of soundness before the commencement of the formal public consultation period on 1 August for a period of 8 weeks.

Members were advised that the policies as set out in the document would not be amended however Officers would continue to add to and enhance the editorial text within the document ahead of the publication date.

Moved by Councillor Brett  
Seconded by Councillor Bingham and

#### **RESOLVED - that**

- (a) the draft Plan Strategy be approved.**
- (b) the Preferred Options Public Consultation Report be approved.**
- (c) the Section 75 Equality Screening and Rural Needs Impact Assessment be approved.**
- (d) the arrangements for public consultation as outlined be approved.**

*ACTION BY: John Linden, Head of Planning*

#### **11.11 IN CONFIDENCE CP/CD/106 QUEENS AWARD FOR VOLUNTARY SERVICE**

The Queen's Award for Voluntary Service (QAVS) is the highest award given to local volunteer groups across the UK to recognize outstanding work done in their communities. It was created in 2002 to celebrate the anniversary of The

Queen's coronation. Any group doing volunteer work that provides a social, economic or environmental service to the local community can be nominated for the award. Each group is assessed on the benefit it brings to the local community and its standing within that community.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Moved by Councillor Montgomery  
Seconded by Councillor Dunlop and

**RESOLVED - that**

- i. [REDACTED]
- [REDACTED]

*ACTION BY: Ursula Fay, Head of Arts and Culture*

**11.12 IN CONFIDENCE CONSULTATION BY THE DEPARTMENT FOR INFRASTRUCTURE ON FURTHER ENVIRONMENTAL INFORMATION SUBMITTED VOLUNTARILY BY THE APPLICANT FOR APPLICATION T/201/0114/F – RESIDUAL WASTE TREATMENT FACILITY AT HIGHTOWN QUARRY**



The Department for Infrastructure had consulted the Council following the receipt of further environmental information on the following application (copy of consultation circulated).

**Application Reference:** T/2014/0114/F

**Proposal in brief:** Proposed development of a Residual Waste Treatment Facility (voluntary further environmental information received, supporting documents and amended drawings).

**Location:** Hightown Quarry, 40a Boghill Road, Ballyutoag, Co Antrim and lands adjacent to the existing Boghill Road from its junction with Hydepark Road to the west of the existing access road into Hightown Quarry.

**Applicant:** Arc 21

**Full details of this application, including the application forms, relevant drawings, consultation responses and any representations received are available to view at the Planning Portal [www.planningni.gov.uk](http://www.planningni.gov.uk)**

### **Background**

Members were aware that that following a judicial review (Buick vs Department of Infrastructure) the purported decision of DfI to approve the above planning application in September 2017 was quashed by the High Court. As a consequence, the application, which is accompanied by an Environmental Statement, had been remitted back to the Department for its reconsideration and in due course to make a new decision.

Members were reminded that the Council is a member of arc21, and is also considered to be the Applicant in respect of this planning application. To date the Council has maintained a neutral position in relation to this planning application.

### **Current Position**

Recently the applicant's agent had submitted Further Environmental Information (FEI) on a voluntary basis to the Department. Under the Planning (EIA) Regulations (NI) 2015 the Department is obliged to consult with a number of bodies, including the Council and the Council's Environmental Health Section, seeking any views they may have on the FEI.

As the consultation had been issued on foot of FEI, it related specifically to the additional detailed technical environmental information submitted.

Accordingly, a corporate view from the Council was not being sought by the Department, rather, advice on the matters being consulted upon. Insofar as the Council had been consulted it would rely on the Environmental Health Section to provide its technical view on those environmental matters for which it has responsibility. Having reviewed the Further Environmental Information, Environmental Health had no additional comments to make. Originally, the response by the two legacy councils highlighted that the relevant enforcing authority for the proposed development is the Department

of Agriculture, Environment and Rural Affairs (DAREA) through the Northern Ireland Environment Agency (NIEA).

## Next Steps

Members noted that under the Planning Act (NI) 2015 the Department may cause a public local inquiry to be held to consider representations made on the application. If however it decides not to call such an inquiry then once it has reached a reconsidered view on the application the Department will then be obliged to notify the Council of its view, commonly referred to as a Notice of Opinion. At that time the Council would be afforded the opportunity to request that a public inquiry or hearing before the Planning Appeals Commission be held.

If the Council requests an inquiry/hearing, the Department must take into account the report of this inquiry/hearing. However, the final decision in relation to this application will rest with the Department.

Moved by Alderman Cosgrove  
Seconded by Councillor Brett and

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

*ACTION BY: John Linden, Head of Planning*

### 11.13 IN CONFIDENCE CROÍ ÉANNA – APPLICATION FOR CAPITAL FUNDING

[illegible]

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

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[REDACTED]  
[REDACTED]  
[REDACTED]

Moved by Councillor Brett  
Seconded by Councillor Ross and

**RESOLVED - that Members** [REDACTED]  
[REDACTED] **agree to defer the consideration of this item again** [REDACTED]  
[REDACTED].

*ACTION BY: Nick Harkness, Director of Community Planning*

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

Moved by Councillor McCarthy  
Seconded by Alderman Smyth 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 wished everyone well for the election on Thursday, thanked everyone for attending and the meeting concluded at 7.59 pm.

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**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.***