



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON MONDAY 6 FEBRUARY 2017 AT 6:30 PM

- In the Chair** : Councillor J Montgomery
- Members Present** : Aldermen P Barr, M Cosgrove and J Smyth
Councillors L Clarke, M Goodman, D Hollis, N Kelly, R Lynch, M Magill, V McWilliam and M Rea
- Non-Committee Members Present** : Councillors D Arthurs, N McClelland, P Michael and W Webb
- Officers Present** : Director of Operations - Ms G Girvan
Head of Leisure - Mr I McMullan
Head of Arts & Culture - Ms U Fay
Media and Marketing Officer - Ms A Doherty
ICT Officer - Mr J Higginson
Senior Administrative Officer – Mrs S McAree

CHAIRMAN'S REMARKS

The Chairman welcomed everyone to the February Operations Committee Meeting and reminded all present of recording requirements.

He welcomed Councillor Clarke, who had replaced Councillor Hogg, to her first meeting of the Committee.

The Chairman, on behalf of the Committee wished Councillor McWilliam a belated happy 70th birthday. Councillor McWilliam thanked members for their best wishes.

1 APOLOGIES

Alderman M Girvan and T Burns
Councillor Ritchie

2 DECLARATIONS OF INTEREST

None

3.1 AC/GEN/39 THE JOHN HEWITT INTERNATIONAL SUMMER SCHOOL

Members were advised that correspondence had been received from the John Hewitt Society, a copy of which had been enclosed for members' information. The letter related to the annual John Hewitt International Summer School held in the Market Place Theatre on the last week of July.

This is a cross community festival celebrating culture and creativity through literature and creative writing. A significant part of the society's ethos is to encourage attendance from those who would not normally attend, or whose socio-economic circumstances would not allow them to attend.

The society had requested that the Council shows its support for the Summer School by awarding two bursary places for residents to attend at a cost of £350 each. The John Hewitt International Summer School provides challenging and informed ideas, discussion and learning in a safe environment and by participation in the school, has the potential to have benefits for residents and the Borough. More information on the society and programmes for previous years could be viewed at www.johnhewittsociety.org

Both legacy councils had in the past supported the provision of bursaries to attend this event and those who had attended had found it very beneficial. Recipients of the 2017 bursaries would be asked to provide a written report of their experience which would be brought to a future meeting of the committee.

It was proposed to offer two bursaries of £350 each for arts practitioners, who were residents of the Borough, to attend the 2017 John Hewitt International Summer School, with these opportunities advertised publically and funded from the 2017/18 Arts Grants Budget.

Proposed by Councillor Hollis
Seconded by Councillor McWilliam and agreed that

- (a) the provision of two bursaries of £350 for residents to attend the 2017 John Hewitt International Summer School, which are advertised publically and funded from within the 2016/17 Arts Grant budget, be approved**
- (b) bursary recipients provide a written report of their summer school experience which will be brought to a future meeting of the committee**

ACTION BY Ursula Fay, Head of Arts and Culture

3.2 EH/EHS/4 DEPARTMENT OF HEALTH – CONSULTATION ON REGULATIONS RESTRICTING SMOKING IN PRIVATE VEHICLES CARRYING CHILDREN

Members were reminded that the Council is responsible for the enforcement of The Smoking (Northern Ireland) Order 2006 and in particular to carry out visits, inspections and provide advice on matters relating to smoke free premises.

This consultation seeks views on proposed legislation restricting smoking in private vehicles carrying children. The consultation includes a proposal to allow the enforcement role for the regulations to be carried out by both PSNI and Council staff.

The legislation would bring Northern Ireland into line with Great Britain and the draft response reflects the experience of Environmental Health colleagues in England, Scotland and Wales namely:

- Police should have the primary enforcement role.
- Environmental Health Officers should support this enforcement role in controlled situations as part of compliance checking initiatives eg schools, nurseries etc.
- This supporting role can be met through existing Environmental Health Resources.

A copy of the consultation and response had been enclosed.

Proposed by Alderman P Barr
Seconded by Councillor Lynch and agreed that

the response to the Department of Health Consultation on Regulations Restricting Smoking in Private Vehicles Carrying Children be approved.

ACTION BY: Clifford Todd, Head of Environmental Health

3.3 L/LEI/SD/10 CLUBMARK USE OF COUNCIL LOGO BY CLUBS AND GROUPS

Background

Members were advised that Clubmark is a sports accreditation scheme developed by Sport NI to encourage development of quality clubs across sport in Northern Ireland. The Clubmark scheme depends upon either the local Council or the national governing body of the particular sport conducting a qualitative assessment of the club using a standard approach. A further assessment is conducted by Sport NI before the award is approved.

Clubmark aims to identify, develop, accredit and recognise high quality junior sports clubs and validates the contribution that successful clubs make to the development of sport in Northern Ireland.

The two avenues (Council and governing body assessment) for accreditation include guidance and training as part of the accreditation process. Thirteen clubs within the Borough have achieved Clubmark accreditation through the scheme and a further eight are currently working towards the accreditation. A list of clubs was enclosed as Appendix 1.

Many clubs recognise the PR benefit of holding this accreditation and they also value the contribution that Council makes to their accreditation journey. Many clubs whose assessments are carried out by Council seek to use the Council logo to acknowledge the association with Council and the accreditation. To ensure consistency of the Council brand the media and marketing team have designed a corporate design that could be used (Appendix 2), should Council agree.

Proposed by Councillor Kelly
Seconded by Councillor Magill and agreed that

any local Club which is assessed by Council, secures Clubmark accreditation and wishes to display it in conjunction with Council's logo, is permitted to do so on publicity materials as per the draft which had been enclosed at Appendix 2.

ACTION BY: Ivor McMullan, Head of Leisure

3.4 L/P/BIO/18 BEST KEPT GARDEN COMPETITION 2017

Members were reminded that the Council's first Best Kept Garden competition was initiated in 2016 and received entries from across the borough, demonstrating the passion local people have for their outdoor space.

Entries were judged by 3 members of the Operations Committee in 2016;

- Alderman J Smyth
- Councillor L Clarke
- Councillor V McWilliam

Presentations were made and press releases and photographs were issued to local papers.

The competition timetable for 2017 has been drafted and was enclosed. Officers again proposed that up to three members form the judging panel for this year's competition.

Promotion of the competition will include:-

- Advertisement in March magazine with link to website
- Official Launch 1st May (Photocall, Banners, Billboards throughout May)
- Reminder in May Borough Life
- Appropriate use of social media

Proposed by Alderman Smyth
Seconded by Councillor Kelly and agreed that

a) Alderman Smyth and Councillors Clarke and McWilliam be nominated to judge the Best Kept Gardens Competition 2017

b) Members from each DEA choose one representative from their DEA to go forward to be judged by the panel.

ACTION BY: Ivor McMullan, Head of Leisure

3.5 PM/TEN/153 L/LEI/AF/6 ANTRIM FORUM SPA THERAPY: EXTENSION OF FRANCHISE AGREEMENT

Members were advised that in 2014 legacy Antrim Borough Council entered into a Franchise Agreement for delivery of spa therapy services at the Antrim Forum, with Claire Gamble trading as Black Velvet Therapy. The franchise agreement commenced from 1st March 2014 until February 2017.

In March 2016 Council agreed, at Ms Gamble's request, to sublet the service on the understanding that:

1. The continuity of service would not be affected.
2. The alternative spa therapist would have the required qualifications and insurance.
3. Ms Gamble would have a contract with the sub-lessee to provide assurance to Council in the event of default on payment or breach of terms, and
4. The sub-lessee agreeing to all terms and conditions of the franchisee.

The sub-lessee was drafted in house at no cost.

The franchisee, Ms Gamble, had recently contacted Council and indicated that she wished to withdraw from the franchise within the next 3-6 months and was willing to maintain the service through the sub-lessee arrangement until a new franchisee was appointed. The current lease ends on 28th February 2017 with the option at Council's discretion to extend for up to a further year.

Proposed by Councillor Clarke

Seconded by Councillor Lynch and agreed that

the Spa Therapy franchise lease is extended for up to a year pending procurement of a new franchisee at the earliest opportunity.

ACTION BY: Ivor McMullan, Head of Leisure

3.6 L/GEN/32 TRANSFORMATION LEISURE STRATEGY

INTRODUCTION

Members were reminded that approval was granted for the development of a Transformation Strategy for Leisure and Parks. Due to the scope of the service Officers progressed the Leisure element in line with the timetable presented to Committee. Work on the Parks Strategy would follow in due course.

A Transformation Leisure Workshop was held on the 24 January at which Members:-

- (i) were given an overview of costs, facilities, activities, memberships, usage figures, recent capital investment as well as key demographics of the Borough's residents
- (ii) worked on development of a strategic vision and direction for the Strategy
- (iii) Heard the experience of an innovative approach to leisure membership pricing and 'packaging' from the Chief Executive of High Life Highlands, an arms-length company owned and run by the Highland Council

The purpose of the workshop was to give members the opportunity to think about how Council will deliver/provide leisure services into the future in line with the priorities in the Corporate and Community Plans.

VISION STATEMENT

A number of suggestions for a suitable vision were discussed and Officers have distilled these into 3 options for consideration:

1. "A vibrant Borough where leisure equals good health and wellbeing".
2. "More people. More active. More often. More benefit".
3. To promote opportunities for all residents to be active and to participate in sporting and leisure activities.

In order that the Vision could be included in the draft Strategy, consideration of the options was required. A copy of the working draft of the Transformation Leisure Strategy was enclosed for consideration.

STRATEGIC PRIORITIES

Members participated in an exercise to determine the strengths, weaknesses, opportunities and challenges of leisure services. This was referenced in Appendix 1 of the draft Strategy.

In determining the priorities, Members considered the vision discussions and direction outlined in the Corporate Plan and the Community Planning framework. Members were mindful of the importance of aligning the leisure service to meet the needs of residents and increasing access opportunities regardless of age or income, whilst also considering financial and environmental pressures.

A number of strategic priorities were identified:-

Pricing:	Review the pricing model to ensure greater participation in leisure activities.
Programming & Participation:	Increase regular and sustainable participation through innovative programming which maximises attendances and improves equality of access to leisure.
Partnerships	Development of strong partnerships and networks, at both a local and regional level to deliver a sustainable community leisure offering.
Performance	Review the leisure operating model to ensure the most prudent use of resources and maximise and develop facilities and services for the benefit of residents.
People	Engage people from across the Borough in the promotion and development of leisure activities,

i.e. volunteers, community sports hubs, club development etc.

NEXT STEPS

In moving forward, there were a number of steps which would be pivotal to transformational change in the delivery of the leisure service:

1. A review of the Leisure pricing policy and membership scheme.
2. A review of costs with a focus on energy costs in the first instance.
3. The rebranding and promotion of leisure services.
4. A review of 'back office' and ICT systems to support the delivery of a transformation in the leisure service.
5. Continue to work on the draft leisure strategy 2017-2030.

Progress reports would be brought for Members' attention on a quarterly basis.

Proposed by Councillor Kelly

Seconded by Alderman Smyth and agreed that

the vision statement, "More People. More Active. More Often", underpinned by more benefits be selected, as it lends itself well for branding purposes.

- (i) The strategic priorities as identified above are approved**
- (ii) A revised leisure pricing policy will be developed for consideration by Committee in March**
- (iii) A review of 'back office' and ICT systems in leisure services to be carried out, with regular reports brought to Committee as appropriate**
- (iv) The leisure strategy 2017-2030 is approved as a working draft with an update brought to Committee/Council in March 2017, followed by a 12-week consultation exercise as per the agreed timetable**
- (v) Progress reports will be brought for Members' attention on a quarterly basis.**

ACTION BY: H Hall, Business Change Manager, Geraldine Girvan, Director of Operations

Alderman Cosgrove arrived during consideration of Item 3.6

3.7 L/LEI/20 CRUMLIN GLEN DEVELOPMENT REPORT

Members were reminded that Crumlin Glen transferred to Council on 1st April 2015 from the former Department of Culture, Arts and Leisure. Although used by local people the Glen also suffers from anti-social behaviour at times.

Council appointed Copius Consulting in 2016 to examine the potential to develop features within the Glen to enhance positive usage. Consultations with a wide range of stakeholders were carried out and a paper, Development Opportunities at Crumlin Glen, has been developed and was enclosed.

A comprehensive list of development opportunities had been produced and the feasibility assessed following consultations. From this a short list of options had been produced which require further more detailed consideration and more detailed costings produced.

- Waterfall viewing platform at Cockle House
- Natural themed trail
- Creation of a path loop
- Zip Line across waterfall
- Natural play area/classroom
- Installation of a climbing wall
- Installation of high ropes course
- Accessibility, particularly work to open up the entrance
- Develop permanent orienteering
- Improved path network

Members of the Airport DEA had a meeting to discuss the report and were satisfied that the shortlisted options be progressed and costed. Offers were developing a report for Committee with a timetable, potential for external funding and any other relevant information. A number of other issues were highlighted in the meeting for further consideration; security of the site and staffing. In the meantime, the Parks Manager was progressing with a programme of ongoing fence and path repairs and the Park Wardens team would include Crumlin Glen as a focus of their work plan. Staff would continue to liaise with Community Services to maximise cooperation with other available support services.

Proposed by Alderman Smyth
Seconded by Councillor Hollis and agreed that

the Crumlin Glen Development Report is approved and that a timetable and detailed costings for the shortlisted options is developed for consideration by Committee.

ACTION BY: Ivor McMullan, Head of Leisure

3.8 F1/PRO/QUO/138 VALLEY LEISURE CENTRE CATERING FRANCHISE – VARIATION OF OPENING TIMES

Members were advised that the catering franchise at the Valley Leisure Centre is managed by Mr John Girvan - the franchisee trades under "Planks" and "Café Aroma". The current franchise was currently out to tender as the existing franchise ends on 31 March 2017.

The Franchisee indicated to the Valley Centre Manager just before Christmas that he had reviewed the level of business on Monday and Tuesday evenings. He indicated that he had been unable to sustain business levels to cover staff costs on these evenings and that he needed to close from 4.45 pm on Mondays and Tuesdays with immediate effect.

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the change to opening times on Mondays and Tuesdays for the Valley Franchise is approved retrospectively.

ACTION BY: Ivor McMullan, Head of Leisure

3.9 WM/GEN/01 WASTE MANAGEMENT PERFORMANCE REPORT

WASTE TREATMENT:

Members were reminded that Council had two statutory waste targets that have to be complied with and they were as follows:

1. Recycle 50% of all household waste by 2020;
2. Limit the landfilling of biodegradable waste to no more than 6,358 tonnes in 2020.

Under the Landfill Regulations (Northern Ireland) 2003, Council submits waste data returns to the Northern Ireland Environment Agency. These are completed on a quarterly basis throughout the year and are used by the NIEA to calculate Council's recycling rate and compliance with the landfill diversion targets i.e. Northern Ireland Landfill Allowance Scheme (NILAS).

The waste data submission for the July- September 2016 quarter had been submitted and formally reported by the NIEA. The waste data for this quarter was shown below compared to the previous year:

	Jul- Sept 15		Jul- Sept 16	
Total Household Waste Arisings	20,559		21,368	
Household Waste Arisings to Recycling	10,101	49%	11,279	53%
Household Waste Arisings to Recovery	2,465	12%	2,789	13%
Household Waste Arisings to Landfill	7,993	39%	7,300	34%
Total Local Authority Collected Municipal Waste Arisings*	23,335		25,073	
Municipal Waste Arisings to Recycling	12,123	52%	14,098	56%
Municipal Waste Arisings to Recovery	2,549	11%	2,918	12%
Municipal Waste Arisings to Landfill	8,663	37%	8,057	32%

* Local Authority Collected Municipal Waste is ALL the waste that the Council collected i.e. commercial, street sweepings, recycling centres as well as household waste.

The data showed that while the amount of waste created in the Borough continued to rise, Council had been able to divert increasing quantities away from landfill to recycling or recovery treatment options which had greater environmental benefits. On the current performance levels, it was envisaged that Council would meet the 2020 target to recycle 50% of all household waste.

In this quarter, July-September 2016, Council landfilled 3,509 tonnes of biodegradable waste which counted towards its NILAS allocation, which was a decrease of approx. 580 tonnes on the corresponding quarter last year. It was envisaged that Council would comply with its NILAS allowances for 2016/17 although it was predicted that over 90% of its allowances would be used.

The tables below indicated the Council's performance against the other 10 councils in Northern Ireland. For the period Jul-Sep 2017, Antrim and Newtownabbey achieved the highest municipal recycling rate and the fourth highest household waste recycling rate.

Local authority collected (LAC) municipal waste Jul-Sep 2017

Authority	LAC municipal waste recycling rate	LAC municipal waste energy recovery rate	LAC municipal waste landfill rate
Antrim & Newtownabbey	56.2	11.4	32.1
Mid Ulster	53.9	12.0	34.0
Armagh City, Banbridge & Craigavon	53.2	28.7	17.9
Ards & North Down	53.1	5.6	41.2
Fermanagh & Omagh	49.5	2.8	48.1
Mid & East Antrim	49.1	8.1	42.8
Causeway Coast & Glens	48.9	16.4	34.6
Derry City & Strabane	47.0	30.7	22.2
Lisburn & Castlereagh	46.9	4.0	48.9
Newry, Mourne & Down	41.0	50.7	8.3
Belfast	37.0	18.5	44.3
Northern Ireland	48.0	17.8	34.1

Household waste Jul-Sep 2017

Authority	Household waste recycling rate	Household Waste energy recovery rate	Household waste landfilled rate
Mid Ulster	55.1	12.1	32.7
Ards & North Down	54.5	6.3	39.2
Armagh City, Banbridge & Craigavon	53.8	28.2	18.0
Antrim & Newtownabbey	52.8	13.1	34.2
Mid & East Antrim	49.2	8.4	42.4
Fermanagh & Omagh	49.1	2.5	48.4
Causeway Coast & Glens	48.3	17.1	34.5
Lisburn & Castlereagh	45.6	4.6	49.7
Derry City & Strabane	44.7	32.0	23.3
Newry, Mourne & Down	42.7	49.3	8.0
Belfast	40.9	17.8	41.3
Northern Ireland	48.4	18.1	33.4

MISSED BINS:

Council had a Key Performance Indicator to ensure that 99% of bins were collected on the correct day. Every day Council and its contractors completed approximately 13,000 bin collections and this equated to nearly 3 million per annum. During July- September 2016 Council collected 99.9% of bins on the designated day.

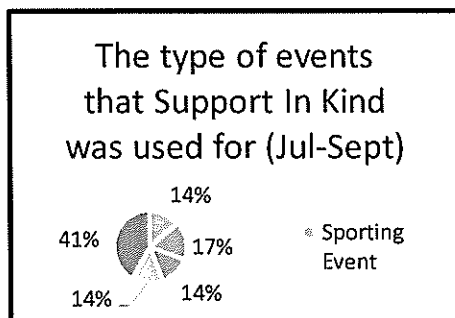
Those bins defined as missed are those that Council is deemed to be at fault. The bins would have been collected by the Waste Section if the resident reported the issue within 24 hours of their designated collection day.

SUPPORT IN KIND REQUESTS:

The Waste Management section operates a Support in Kind scheme for local organisations or individuals. Members were reminded that this service provided litter pickers, black bags, gloves, etc for community clean-ups, assistance at events, etc. The applications generally related to requests for waste collection and disposal activities, although portable toilets were also included in the scheme.

In the quarter July-September 2016, Council supported 36 events with Support in Kind requests, which was an increase of 13 for the same period last year. The approximate financial value of the support was £8,202. There was approximately 340 participants involved in the 6 local clean-ups supported during this period.

The graph below showed the breakdown of the type of events that were supported through the Support in Kind scheme in this quarter.



Proposed by Councillor Kelly
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

3.10 WM/GEN/07 IMPACT ON RECYCLING LEVEL FOLLOWING THE EXPANSION OF THE TRIPLE STACK AND 180 L BIN COLLECTION SCHEME

Members were reminded that following the expansion of the triple stack/180 litre black bin scheme by a further 4,000 units in April 2016, Members had requested

a report on the impact of the expansion on the recycling levels. Bryson Recycling which provided the collection service had indicated that the triple stack areas were recycling on average 15% more than those on the kerbside box.

Bryson Recycling had indicated that since the first households were provided with triple stacks and 180L bins in 2013, the amount of recyclables collected throughout the Borough had increased by 4% in total.

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

3.11 L/LEI/CLC/4 YOUTH ZONE AT CRUMLIN LEISURE CENTRE

BACKGROUND

Members were advised that the Antrim and Newtownabbey Policing and Community Safety Partnership (PCSP) had operated a youth intervention programme on Saturday evenings during summer months in 2015 and again in 2016.

This programme, 'Youth Zone', offered young people a range of positive activities in a controlled environment, including essential opportunities for education, engagement and relationship building. A nominal charge of £1 per youth was normally charged for each evening.

To help sustain the 'Youth Zone' programme at Crumlin Leisure Centre, two members of staff were undertaking a qualification in order to deliver this project in the Crumlin area. As part of this qualification staff were required to deliver a live youth project. Additional Youth Zone sessions at Crumlin Leisure Centre, would help to provide the training environment. The staff members had proposed extending the project from 6.30 pm – 9.30pm on Saturdays 7 February, 4 March, 4 April, 6 May and 3 June to facilitate staff training.

Proposed by Councillor Kelly
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

3.12 EH/EHS/LR/5 LICENSING AND REGISTRATION OF CLUBS (AMENDMENT) BILL

Members were reminded that the Licensing and Registration of Clubs (Amendment) Bill was introduced to the Assembly on 29 September 2016, as reported to the Operations Committee in October 2016.

Correspondence had now been received outlining that the Bill fell upon dissolution of the Assembly on 26 January 2017.

All work to date on this legislation had been officially documented and would be available to inform consideration of a new Bill in a new Assembly Mandate.

Proposed by Councillor Kelly
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

3.13 EH/PHWB/7 COMMUNITY DIET AND NUTRITION EDUCATION PROGRAMME

Members were reminded that Council is unique in Northern Ireland in having a Public Health Nutritionist within the Environmental Health service. The post, currently occupied by Dr Janice McConnell, forms part of the Health and Wellbeing team.

As part of the Community Diet and Nutrition Education Programme, Dr McConnell attended Whitehouse Primary School with Nutritional Therapist, Jane McClenaghan to deliver an innovative workshop to P3 and P4 pupils. The workshop, which was part of the school's annual health and wellbeing week, was part-funded by the Northern Trust's Northern Obesity Partnership (NOP) and formed part of a wider Council-driven programme designed to bring about long-term change in eating habits among primary school children.

During the workshop, the children participated in both educational and interactive food skills sessions, promoting the Eatwell Guide for healthy eating, with particular emphasis on fruit and vegetables. With recent statistics from the National Diet and Nutrition Survey (NDNS) indicating that only 8% of children were currently eating 5-a-day, the workshop encouraged pupils to both increase their current intake of vegetables and fruit, and 'eat a rainbow' of colours. The pupils were also encouraged to replace sugary snacks and drinks with fruit and vegetables, as children were currently consuming 2-3 times the recommended maximum of 24g or 6 sugar cubes per day.

Teachers were also provided with a range of support materials and activities to reinforce the learning from the workshop into the curriculum and support the ongoing implementation of the school's packed lunch policy and school nutrition standards.

A press release on the workshop had been issued and was available on the website.

Subject to further funding and resources, there was potential for this to be made available at other schools.

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Alderman Smyth
Seconded by Councillor Magill and agreed that

the following Committee business be taken In Confidence.

3.14 IN CONFIDENCE WM/WM/5 ARC21 JOINT COMMITTEE PAPERS

As agreed at the November meeting of Council, the papers for the arc21 Joint Committee Meeting had been enclosed for:

- January

Members were reminded that these documents were confidential and may be legally privileged or otherwise protected from disclosure so therefore Members should not disclose this information to any third party and the information must be kept secure.

Proposed by Councillor Kelly
Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

3.15 IN CONFIDENCE FI/PRO/TEN/11 TENDER FOR THE SUPPLY AND DELIVERY OF LITTER BINS CONTRACT PERIOD: 1 MARCH 2016 TO 28 FEBRUARY 2017

Members were advised that the above contracts with Unicorn Containers Ltd. and Azzure Contracting Ltd. were due to expire on 28 February 2017 with an option by the Council to extend for a further two periods of 12 months. The contracts were used infrequently, however officers were satisfied with the quality of bins supplied.

Proposed by Councillor Kelly
Seconded by Councillor Clarke and agreed that

approval is given for an extension of the contract for the supply and delivery of litter bins with Unicorn Containers Limited and Assure Contracting Limited for a further 12 month period to 28th February 2018 at the tendered rates.

ACTION BY: Sharon Logue, Procurement Manager

3.16 IN CONFIDENCE F1/PRO/TEN/56 TENDER FOR THE SERVICING, REPAIR AND MAINTENANCE OF MOBILE PLANT AND MACHINERY

Members were advised that four tenders for the servicing, repair and maintenance of mobile plant and machinery (Parks) were opened via e-SourcingNI on 20 January 2017 and referred to the evaluation panel for assessment. The Tenders were evaluated on a two stage basis as follows:

STAGE 1 – SELECTION STAGE

The tenders were evaluated using criteria such as tenderers' professional conduct, economic and financial standing, previous company experience, technical capacity and capability of the team, technical capacity and capability of the contract manager, management systems and practices, service specification and declarations and form of tender. One of the tenders did not meet all the requirements of Stage 1 of the assessment and therefore did not proceed to Stage 2. The three remaining tenders met all the requirements of Stage 1 of the assessment and therefore proceeded to Stage 2 – Award Stage. The tenders were evaluated as follows:

STAGE 2 – AWARD STAGE

General Information

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

Technical/Commercial Assessment

The tender was evaluated on the basis of service delivery proposals (30%) and cost (70%). Details are as follows:-

Tenderer	Total Estimated Annual Cost (£) (excl. VAT)	Total Score %
R.D. Mechanical Services Ltd	151,557.38	95.78
[REDACTED]	[REDACTED]	88.00
[REDACTED]	[REDACTED]	80.69

Proposed by Alderman Smyth
 Seconded by Councillor McWilliam and agreed that

having achieved the highest score of 95.78%, R.D Mechanical Services Ltd be appointed to provide servicing, repair, and maintenance of mobile plant and machinery for the period 1 March 2017 to 28 February 2019, with the option to extend for a further period of 24 months (in 3 month increments), subject to review and performance, at the tendered rates.

ACTION BY: Sharon Logue, Procurement Manager

3.17 IN CONFIDENCE WM/WM/01 KERBSIDE COLLECTION OF RECYCLABLE AND RESIDUAL DOMESTIC WASTE FROM HOUSEHOLDS ACROSS THE BOROUGH

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Proposed by Alderman Cosgrove
Seconded by Councillor Kelly and agreed that

a workshop be held for members to consider, in detail, options 2 and 3 and a report be submitted to the Committee following the workshop.

ACTION BY: Michael Lavery, Head of Waste Management, Geraldine Girvan, Director of Operations

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Alderman Barr and agreed that

the remainder of Committee business be taken in Open Session.

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

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.40pm.

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