



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON
MONDAY 8 APRIL 2024 AT 6.30 PM**

- In the Chair** : Councillor J Burbank
- Committee Members** : Aldermen – P Bradley, L Clarke and J Smyth
Councillors – R Foster, J Gilmour, AM Logue,
H Magill, E McLaughlin, V McWilliam,
M Ní Chonghaile, L O'Hagan and M Stewart
- Non Committee Members** : Alderman L Boyle
Councillor B Webb
- Officers Present** : Chief Executive – R Baker
Director of Parks & Leisure Operations - M McDowell
Director of Sustainability – M Lavery
ICT Systems Support Officer – C Bell
Member Services Officer – E Skillen

CHAIRPERSON'S REMARKS

The Chairperson welcomed everyone to the April Operations Committee meeting and reminded all present of the audio recording procedures.

1 APOLOGIES

Councillors A McAuley and L Smyth

2 DECLARATIONS OF INTEREST

None

3 ITEMS FOR DECISION

3.1 L/LEI/002/VOL4 LEISURE GRANT AID – CALL 5

1. Purpose

The purpose of this report was to seek approval for the awards recommended following the fifth call for applications under the Leisure Grant Aid Programme, to be funded from the 2024/25 budget.

2. Introduction

Members were reminded that the annual budget for Leisure Grant Aid was £170,000 and that calls for applications would be made on a rolling basis to assist athletes/clubs with competition dates etc. Following four previous application rounds, a total of £170,422 had been committed to successful applicants.

3. Financial Position/Implication

Under the fifth call from January to February 2024, a total of 26 applications were submitted. All 26 applications had been scored with a table (circulated) setting out details and recommendations for Members' reference. The expenditure of £23,351 relating to these awards was summarised below and would be incurred after 1 April 2024 and therefore allocated from the 2024/25 budget.

Category	No. of apps	Budget	Approved spend to date 23/24	No. of apps.	Grants proposed from 2024/25 budget
					(£)
Capital Grants	1	£20,000	£20,000	0	£0
Grants to Clubs	16	£31,198	£31,198	3	£3,000
Grants to Athletes	41	£47,511	£47,511	12	£8,140

Grants to Coaches and Officials	20	£7,126	£7,126	4	£815	
Sports Event Grant	16	£47,277	£47,699	4	£10,396	
Defibrillator Grant	8	£16,888	£16,888	1	£1,500	
Allocation total	102	£170,000	£170,422	24	£23,351	
Fitness suite Gold Card	5	20 Applications	5	2	2 eligible	13 Applications

Proposed by Alderman Smyth
 Seconded by Councillor Foster and agreed that

the 26 awards, totalling £23,351 be approved and the cost met from the 2024/25 Leisure Grant Aid Programme budget.

ACTION BY: Anna Boyle, Sport & Physical Activity Programmes Manager & Conor McCallion, Leisure Development Manager

3.2 L/LEI/040 FOUNDRY LANE FLOODLIGHTING

1. Purpose

The purpose of this report was to seek approval to match-fund the replacement floodlight fittings at the Foundry Lane synthetic hockey pitch in Ballyclare.

2. Introduction

Members were advised that the Council had a longstanding partnership with the Education Authority (EA) concerning the operation of a synthetic hockey pitch located at Foundry Lane, Ballyclare. This partnership was governed by a license agreement from 1 September 2006 to 31 August 2031, allowing community access to the pitch during evenings and weekends, with bookings managed by the Council. Currently, the floodlight fittings had exceeded their expected lifespan, with several beyond repair.

3. Financial Position/Implication

The license agreement between the EA and the Council mandated that costs for significant maintenance issues, such as floodlighting, be split 50/50 between the two organisations. Officers had been in contact with the EA regarding the necessary works, estimated to cost a total of £[REDACTED], with the Council's contribution set at £[REDACTED]. If approved, the works would be capitalised over a 10-year period, with the new floodlight fittings expected to reduce current energy consumption by an estimated 60%.

In response to Members' queries the Director of Parks and Leisure confirmed that the works contract would be managed by the Education Authority and hoped that the works would take place over the summer months to limit any disruption to sports teams that use the facility.

Proposed by Councillor McWilliam
 Seconded by Councillor Magill and agreed that

approval be granted to match-fund the replacement light fittings at Foundry Lane synthetic hockey pitch in Ballyclare, at an estimated cost of £[REDACTED].

ACTION BY: Deaglan O'Hagan, Head of Leisure Operations

3.3 PK/REG/006, PK/REG/015 APPLICATION FOR THE RENEWAL OF PREMISES FOR CIVIL MARRIAGE/CIVIL PARTNERSHIP CEREMONIES

1. Purpose

The purpose of this report was to seek approval for the renewal of Breckenhill, Doagh, and Shanes Castle, Antrim, as approved venues in which Civil Marriage/Civil Partnership ceremonies could be conducted.

2. Background

Under the terms of the Marriage (NI) Order 2003 and the Civil Partnership Act (2004), the Council had the responsibility to approve appropriate applications for Place Approvals for Civil Marriage and Civil Partnerships, which would last for a period of 3 years. The process required that a Notice of Interest be displayed for a three-week period in a prominent place at the venue to allow for any public objection.

3. Current Position

A renewal application for a Place Approval had been received from both Breckenhill, Doagh, and Shanes Castle, Antrim. Both venues were previously approved by the Council in May 2021, with specified areas for each respective venue for approval as follows:

Breckenhill: Stone Barn, Green Barn, Drawing Room, Garden
Shanes Castle: Carriage Room to include patio and lawn

No public objections had been received relating to either venue.

Proposed by Councillor Foster
Seconded by Councillor Gilmour and agreed that

Breckenhill and Shanes Castle be re-approved for the period 24 May 2024 to 23 May 2027 to hold Civil Marriages under the terms of the Marriage (NI) Order 2003 and Civil Partnerships under the Civil Partnership Act (2004).

ACTION BY: Paula Redpath, Registrar

3.4 PK/REG/027 APPLICATION FOR TEMPORARY APPROVAL OF PREMISES FOR CIVIL MARRIAGE/CIVIL PARTNERSHIP CEREMONIES

1. Purpose

The purpose of this report was to seek temporary approval for Kinbawn, 33 Whitehouse Park, Newtownabbey, BT37 9SQ as an approved venue in which Civil Marriage/Civil Partnership ceremonies could be conducted.

2. Background

Under the terms of the Marriage (NI) Order 2003 and the Civil Partnership Act (2004), the Council had the responsibility to approve appropriate applications for Temporary Place Approvals for Civil Marriages and Civil Partnerships. The process required that a Notice of Interest be displayed for a three-week period in a prominent place at the venue to allow for any public objection.

3. Current Position

An application for a Temporary Place Approval had been received from the owner of Kinbawn, 33 Whitehouse Park, Newtownabbey, BT37 9SQ with specified areas detailed as the living area/balcony.

No public objections had been received with the premises also having been formally inspected and deemed appropriate to proceed.

Proposed by Councillor Foster

Seconded by Alderman Bradley and agreed that

Kinbawn, 33 Whitehouse Park, Newtownabbey, BT37 9SQ be temporarily approved to hold Civil Marriages under the terms of the Marriage (NI) Order 2003 and Civil Partnerships under the Civil Partnership Act (2004), with a specific date to be agreed.

ACTION BY: Paula Redpath, Registrar

3.5 PK/GEN/130 MOSSLEY DAM – MOSSLEY MILL AND THREEMILEWATER ANGLING ASSOCIATION - REQUEST FOR FUNDING

1. Purpose

The purpose of this report was to seek approval for Mossley Mill and Threemilewater Angling Association to complete enhancement works at Mossley Dam, with the Council also providing matching funding totalling £1099.

2. Introduction/Background

Threemilewater Conservation and Angling Association had been operating under a license agreement at Mossley Dam since 2012, initially renewed annually. Council Officers were formally notified, following their Annual General Meeting in February 2023, that the group had been dissolved, resulting in the termination of the license. Subsequently, Officers were contacted by previous members of the dissolved group, who had reconstituted as Mossley Mill and Threemilewater Angling Association. They were subsequently granted a 12-year license, extended to 15 years in June 2023 to enable the Association to seek potential external funding.

3. Current Position

The Association had recently been approved a total of £9880 in grant funding from the Aughrim Landfill Communities Fund for enhancement works at Mossley Dam. The Fund, a partnership between Aughrim Landfill Limited and Groundwork Northern Ireland, was derived from Aughrim Landfill Ltd's operations at the Aughrim landfill site. The Letter of Offer to the Association was circulated for Members' reference. The proposed works included the installation of a new pontoon with associated groundworks to create an access path, and the installation of a Biodiversity interpretation panel detailing relevant information relating to the habitats surrounding the Dam. The total estimated project costs would be £[REDACTED], with the Council required to provide a contribution of £1099; the Council will not be liable for any cost overrun should the project exceed the estimated budget.

In response to a Members query the Director of Parks and Leisure confirmed the proposed position of the new pontoon.

Proposed by Councillor Gilmour

Seconded by Councillor Foster and agreed that

approval be granted for Mossley Mill and Threemilewater Angling Association to complete enhancement works at Mossley Dam, with the Council also providing match funding totalling £1099.

ACTION BY: Matt McDowell, Director of Parks and Leisure

3.6 **WM/WM/040 CONSULTATION ON REFORMING THE PRODUCER RESPONSIBILITY SYSTEM FOR WASTE ELECTRICAL AND ELECTRONIC EQUIPMENT 2023**

1. Purpose

The purpose of this report was to recommend that the response to the Consultation on “Reforming the Producer Responsibility System for Waste Electrical and Electronic Equipment 2023” be retrospectively approved by Members.

2. Background

The Department of Agriculture, Environment and Rural Affairs (DAERA), in partnership with Department for Environment Food and Rural Affairs (DEFRA), Welsh Government and Scottish Government released a consultation on 28 December 2023, to seek views on proposed reforms to the Waste Electrical and Electronic Equipment (WEEE) Regulations 2013.

The intention of these reforms was to:

- Drive up the levels of separately collected WEEE for reuse and recycling;
- Support a drive towards a more circular economy;
- Ensure producers and distributors of WEEE finance the costs of collection and proper treatment of such products which end up as waste.

Sections of the consultation that would be most relevant to the Council were as follows:

- Increasing collections of WEEE from households with producers of electronic and electrical products to be responsible for financing the arrangements;
- Dealing with the environmental impacts of vaping products by ensuring that vape producers and distributors were obligated to pay the full costs for the collection and treatment of vapes;
- the creation of a WEEE Scheme Administrator who would agree the distribution of funds to collection providers.

3. Key Issues

Officers submitted a response, in order to meet the consultation deadline, in line with both the Local Authority Recycling Advisory Committee policy team, who represent local authorities in all four devolved administrations, and arc21. A copy of the response (circulated) had been submitted for Council's retrospective approval.

In the response, it was proposed that the Council welcomed the increase of WEEE collections from households with the costs covered by the producers of the electronic and electrical equipment.

The proposals in the Consultation did not state that these collections should be carried out by local authorities but it was recommended that the response stated that Councils were best placed to provide the service and incorporated it into existing collection schemes which would help reduce the carbon impact.

At present, vapes were categorised under the existing producer responsibility schemes as "toys and leisure equipment". However, the cost of treating and recycling vapes compared to other types of toys and leisure equipment was significantly higher (£13k to £20k per tonne for vapes compared to £35 to £270 per tonne for other toys and leisure equipment). It was recommended that the Council's response stated that vapes were separately identified and vape producers and distributors were obligated to pay the full costs for the collection and treatment of them.

While DAERA would need to collate and evaluate all the responses to this Consultation, it was envisaged that the household collections of WEEE would commence in 2026.

Proposed by Councillor Gilmour
Seconded by Alderman Smyth and agreed that

retrospective approval be granted for the response to the Consultation on "Reforming the Producer Responsibility System for Waste Electrical and Electronic Equipment".

ACTION BY: Catherine Cunningham, Waste Contracts Manager

4 ITEMS FOR NOTING

4.1 WM/WM/040 CONSULTATION RETHINKING OUR RESOURCES: MEASURES FOR CLIMATE ACTION AND A CIRCULAR ECONOMY IN NI

1. Purpose

The purpose of this report was to seek Members' views on the Consultation "Rethinking our Resources: Measures for Climate Action and a Circular Economy in NI".

2. Background

The Department for Agriculture, Environment and Rural Affairs (DAERA) was consulting on the future of resources and recycling in Northern Ireland. The aim was to improve the quality and quantity of household and non-household municipal recycling, reduce food waste, decrease the amount of waste Council sent to landfill and to help enhance the services offered to households and businesses.

3. Key Issues

The consultation document (circulated) was included for Members' information which sought responses to twenty-six proposals focused on household recycling and non-household municipal recycling.

The responses would be used, along with expert advice and evidence, to develop new policy and legislation with the goal of improving resource and waste management in Northern Ireland, which would aid the transition to a low carbon, Circular Economy and to tackle Climate Change.

The sections of the Consultation which were most relevant to the Council were as follows:

- A restriction in the amount of residual waste capacity for households which was proposed to be in line with the 90 litres per week currently provided to Newtownabbey residents;
- Councils required to collect a core set of dry recyclables from households, including glass bottles and containers, paper/card, plastics, and metal packaging, with flexible plastic packaging to be collected by March 2027;
- A default position that household dry recyclables should be collected separately, as per the wheelie box scheme, to ensure the quality of the recycled materials. A co-mingled bin collection would only be allowed following a stringent assessment;
- Proposals to increase the collection of food waste from households including the possibility of weekly food collections;
- Businesses and the wider non-household municipal (NHM) sector would be required to recycle a core set of recyclables;
- Possible access to Recycling Centres for the NHM sector.

Members were advised that these proposals may lead to significant changes in recyclable waste, although they appeared broadly in line with the Council's waste collection harmonisation plans.

4. Summary

The proposals outlined in this consultation, if implemented, would give greater opportunity for the capture of higher quality and an increased quality of recyclable materials.

It was proposed that a draft response would be presented to Members for approval before the submission deadline of Thursday 30 May 2024.

Member's questions were addressed and it was agreed by the Director of Sustainability that further information would be provided on Council's social media channels advising the public of use of the recycling containers and bins.

Proposed by Councillor McWilliam
Seconded by Councillor Foster and agreed that

the report be noted.

ACTION BY: Lynsey Daly, Head of Waste Strategy and Sustainability

6 **ANY OTHER RELEVANT BUSINESS**

FLY TIPPING RURAL AREAS

The Director of Sustainability responded to a Member's query regarding the possibility of Crumlin Recycling Centre opening on Sundays to address fly tipping in the area and advised that he would look into the matter and report back at a future Committee meeting.

ANTRIM COURT HOUSE

In response to a Members query in relation to the Old Court House Antrim, the Director of Parks and Leisure advised that he would look into costs associated with re-painting the building and would advise the Director of Community Planning of the request to celebrate the building being 300 years old in 2025.

DOG FOULING BINS

The Director of Sustainability agreed to look into the removal of dog fouling bins at Brantwood Gardens, Antrim and the frequency of emptying dog fouling bins in The Oaks and Glenkeen, Randalstown.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Foster
Seconded by Alderman Smyth and agreed

that the following Committee business be taken In Confidence and the livestream and audio recording would cease.

5 ITEM IN CONFIDENCE

5.1 IN CONFIDENCE WM/FM/017 BUSINESS CASE FOR THE REPLACEMENT OF VEHICLES AND PLANT MACHINERY

1. Purpose

The purpose of this report was to seek Members' approval to progress the Fleet Replacement Programme 2024-25 to Stage 2 of the Council's Capital programme having identified the preferred option for the project. This would include the replacement of 36 vehicles and 21 plant machinery in the next 24 months, at an estimated Gross CAPEX of £[REDACTED] and an annual revenue consequence (MRP) of £[REDACTED].

2. Background

Council currently operated over 200 vehicles and plant equipment which were integral to the effective and efficient delivery of the waste, environmental health, and parks services. Many of the vehicles were over seven years old and this had resulted in additional maintenance costs and, in line with the Fleet Replacement Policy, were due to be replaced in 2024-25.

3. Key Issues

Council was responsible for a range of diverse services across Borough, from the collection of waste, provision of enforcement services, and maintenance and management of parks services.

Council was committed to reducing its environmental impact by reducing the carbon emissions of its operating fleet. In order to achieve this goal, Council developed and approved a Fleet Decarbonisation Plan to allow the transition to Ultra Low and Zero emission vehicles. As a result, the business case had been developed taking account of the Fleet Decarbonisation Plan, as well as the Fleet Replacement Policy and Winter Operational Plan.

The Business Case (circulated) had been completed with a number of replacement options considered. After review of this, it was felt that the most advantageous option was the replacement of 36 vehicles and 21 plant machinery in the next 24 months. An indicative list of the vehicles and plant equipment (circulated) were included for Members' information.

The replacement would lead to an improved level of service and better customer experience as there would be less downtime due to reactive maintenance. There would also be a reduction in CO2 emissions which would result in improved levels of air quality.

The vehicles would be purchased, where possible, from a Council approved call-off tender or existing Crown Commercial select lists, with low carbon

options selected in line with Council's Fleet Decarbonisation Plan. The individual procurement reports for the required vehicles and plant equipment would be reported to Council as per its financial regulations.

4. Financial Implications

There would be a capital outlay of £[REDACTED] with the annual MRP value of the investment in the fleet of £[REDACTED], which was significantly off-set by the reduction in maintenance costs of approximately £2.4M over the next 5 years.

The Finance section had reviewed and approved the business case, and the cost of the vehicles and plant machinery had been included in Council's Fleet and Plant Capital Replacement Programme.

In turn, the Capital Expenditure (CAPEX) was factored into the Council's Capital Programme and was deemed to be affordable.

Proposed by Councillor Foster

Seconded by Councillor McLaughlin and agreed that

following completion of the Outline Business Case process, the preferred option for the Fleet Replacement Programme 2024-25 is:

- (a) the replacement of 36 vehicles and 21 plant machinery in the next 24 months at an estimated Gross CAPEX of £[REDACTED]; and**
- (b) individual procurement reports will be presented to Council for approval of the required vehicles and plant equipment.**

ACTION BY: Lynda Gregg, Transport & Contracts Manager,

Paul Mawhinney, Head of Parks & Darren Purdy, Head of Waste Operations

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor McLaughlin

Seconded by Councillor Foster and agreed

that the remainder of Committee business be taken in Open Session.

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

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 7.22pm.

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.