



27 January 2021

Committee Chair: Councillor R Foster

Committee Vice-Chair: Alderman T Burns

Committee Members: Aldermen – F Agnew, L Clarke, M Girvan, J McGrath and J Smyth
Councillors – J Archibald-Brown, A Bennington, J Gilmour, N Kelly, A Logue, T McGrann, V McWilliam and R Swann

Dear Member

MEETING OF THE OPERATIONS COMMITTEE

A remote meeting of the Operations Committee will be held **on Monday 1 February 2021 at 6.30pm.**

All Members are asked to attend the meeting via "Zoom".

To ensure social distancing the Chairperson of the Committee may attend the Council Chamber.

You are requested to attend.

Yours sincerely

A handwritten signature in black ink that reads "Jacqui Dixon".

Jacqui Dixon, BSc MBA
Chief Executive, Antrim & Newtownabbey Borough Council

PLEASE NOTE: no refreshments will be available

For any queries please contact Member Services:

Tel: 028 9034 0048/028 9448 1301 memberservices@antrimandnewtownabbey.gov.uk

A G E N D A

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2 DECLARATIONS OF INTEREST

3 ITEMS FOR DECISION

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3.2 Sports Club Hardship Fund

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4.2 Antrim Forum Catering Franchise

4.3 Local Authority Recycling Carbon Index Report

4.4 Northern Healthy Lifestyles Partnership Funding For Schools Biodiversity and Grow Your Own Vegetables Kits

4.5 DfC - Access and Inclusion Fund 2020/2021: Funding For New Paths

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6. ANY OTHER RELEVANT BUSINESS

**REPORT ON BUSINESS TO BE CONSIDERED AT THE
OPERATIONS COMMITTEE MEETING ON
MONDAY 1 FEBRUARY 2021**

3 ITEMS FOR DECISION

3.1 L/LEI/002/VOL2 MARY PETERS TRUST – REQUEST FOR ASSISTANCE 2021/22

Correspondence has been received from the Mary Peters Trust requesting financial support for its sporting awards to upcoming athletes (enclosed).

Members are reminded that the Trust provides encouragement and financial support to young sports men and women from across Northern Ireland. Specifically within the Borough the range of sporting disciplines supported in 2021/22 includes: gymnastics, golf, athletics, boxing and canoeing.

The Trust has indicated that its fundraising has been impacted by the COVID-19 pandemic this year and it is seeking continued support from Councils to help maintain its capital base to ensure that the level and value of awards continues to grow.

Council support for the last 4 financial years had been £2,000 per annum. A list of those athletes from the Borough who have received support is set out in the letter.

RECOMMENDATION: that a contribution of £2,000 be made to support the work of the Mary Peters Trust within the Borough for 2021/2022.

Prepared by: Matt McDowell, Head of Leisure

Approved by: Geraldine Girvan, Director of Operations

3.2 L/LEI/002/VOL2 SPORTS CLUB HARDSHIP FUND

Members are reminded that at November Council, approval was granted for a Sports Hardship Fund. The fund was open to sports clubs and organisations for applications up to a maximum of £1,000 to assist with the additional costs of compliance with COVID-19 requirements. A total budget of £50,000 was approved.

Applications were invited in December 2020 to ensure that awards to successful clubs could be processed quickly providing much needed support to clubs. A total of 21 applications were received with 17 of these applications meeting the criteria. The value of the successful applications is £16,194. These applicants have been notified and grants are being processed. Officers have provided feedback to unsuccessful applicants and offered assistance should approval be given for the fund to reopen.

It is anticipated (subject to restrictions) that local sport activities will recommence in spring and that the demand then for financial assistance to meet COVID-19 requirements will be significant. Officers propose that the Fund consisting of the remaining £33,806, be reopened in line with the relaxation of restrictions relating to sport.

RECOMMENDATION: that the Sport Hardship Fund re-opens in line with the relaxation of restrictions relating to sport utilising the remaining budget of £33,806.

Prepared by: Deaglan O'Hagan, Commercial & Programming Manager

Agreed by: Matt McDowell, Head of Leisure

Approved by: Geraldine Girvan, Director of Operations

3.3 PK/GEN/183 PROVISION OF BICYCLE STANDS

Members are reminded that Council is currently exploring funding for a number of projects in the context of blue/green infrastructure. The installation of bicycle stands in the Borough's towns and villages as well as at other key locations, such as parks, paths and cycle routes and local shopping areas has been explored and a survey of potential locations completed.

Further detailed consideration of proposed locations will be needed, particularly where land not owned by Council is being proposed.

Potential locations

Proposed Installations (Town Centres and shopping areas) subject to detailed assessment	Comments
*Rathcoole - Main Shopping area	<i>*These points are close to the Newtownabbey Way or the proposed walking/cycle path from Hightown to Gideon's Green/ or Lough Neagh Cycle Way</i>
Crumlin tbc	
*Whiteabbey Village	
*Merville Garden Village	
Monkstown Village Centre	
*Glengormley Antrim Road/ O'Neill Road, junction	
*Glengormley, Lilian Bland Community Park	
*Glengormley, Sandyknowes Park	
Doagh tbc	
Ballyclare, Sixmile Leisure Centre	
Ballyclare, Mill Road	
*Toome tbc	
*Randalstown tbc	
Antrim, Market Square	
Carnmoney village and/or Shops at Beverley	
Proposed Installations (Parks and walking/cycling routes)	Comments
Hazelbank Park, car park	<i> These points are close to the Newtownabbey Way or the proposed walking/cycle path from Hightown to Gideon's Green/ or Lough Neagh Cycle Way</i>
Antrim, Lough Shore Park & Antrim Forum and Antrim Castle Gardens	
*Gideons Green	
*Glas na Braden Glen,	
Ballyclare, Entrance to Sixmile Park	
*Rathcoole, Leisure Park	
Wallace Park, Templepatrick	
* Toome, Linear Park	
*V36 & *Valley Park Entrance	
*Global Point	
* Train Stations: Mossley West, Antrim and Whiteabbey	
*Threemilewater car park and Viewing Point	
*Newtownabbey Way, Monkstown	
*Whiteabbey Village	

Additional proposals from Members can be added and considered for suitability. The total cost of the proposals as set out are estimated to cost £18,000, although, without having the final number and location agreed this estimate

could change. An application to the Department for Communities, which is co-ordinating Revitalise Grant Funding to Councils, includes the installation of bicycle stands which has been approved at the January meeting of Council. A report on progress will be brought to Committee for information.

The table provides the logic for the choice of location. Maps showing the proposed locations are enclosed. An Equality Impact Assessment (EQIA) screening form is also enclosed.

RECOMMENDATION: that approval is given for:

- i. the installation of bicycle stands as set out above at an estimated cost of £18,000, subject to any amendments agreed and**
- ii. the screening form.**

Prepared by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

3.4 WM/WM/37/VOL2 REVIEW OF WASTE COLLECTION POLICY

The Waste Collection Policy, **enclosed**, has been in place since February 2015 and is reviewed on a regular basis and updated if required. The Policy provides a framework for the collection of waste in the Borough and is required to ensure the effective and efficient delivery of the service.

No changes are recommended to the policy, agreed by Council in June 2020, restricting the number of bulky items collected per household to 3 items per collection. This arrangement has been very effective in helping maintain the service during this period of very high demand. The EQIA screening document has been reviewed and does not require amendment.

RECOMMENDATION: that the Waste Collection Policy 2021 be approved.

Prepared by: Michael Laverty, Head of Waste Management

Approved by: Geraldine Girvan, Director of Operations

4 ITEMS FOR INFORMATION

4.1 EH/PHWB/003 AFFORDABLE WARMTH SCHEME UPDATE

The Affordable Warmth Scheme is funded by the Department for Communities and aims to support the most vulnerable in the community in terms of heating and energy efficiency.

Members are reminded that an update on discussions that were ongoing between Councils and the Department for Communities relating to changes to the funding model for the scheme was reported to Committee in June 2020.

This issue along with the number of referrals to be made each month are part of ongoing discussions and a further meeting between the Councils and the Department is scheduled for early February 2020.

Correspondence received by Council and SOLACE regarding the outstanding issues is enclosed along with a Service Level Agreement (enclosed) for the remainder of current financial year:

Members are advised that despite the outstanding issues still to be resolved, the Affordable Warmth Scheme is being delivered throughout the Borough and at no financial risk to the Council due to the model used to deliver it, which differs from other Councils. The Service Level Agreement has been signed and returned to the Department.

RECOMMENDATION: that the report be noted.

Prepared by: Clifford Todd, Head of Environmental Health

Approved by: Geraldine Girvan, Director of Operations

4.2 L/LEI/AF/001 ANTRIM FORUM CATERING FRANCHISE

Members are advised that correspondence has been received from the current Antrim Forum catering franchisee, Café Cinnamon, indicating that they will not be continuing the franchise when the centre re-opens following the easing of current restrictions. Café Cinnamon has operated the franchise for the last five years. A new 12 month contract was due to commence on May 1st 2020 however, due to the impact of COVID-19 restrictions this contract could not start. Café Cinnamon is also the franchisee at the Valley Leisure Centre which they intend to continue to operate until end of the contract in May 2022, subject to restrictions.

Officers intend to delay advertising for a new franchisee until at least mid-2021 to allow for full service to return to the leisure centres which will make the opportunity more attractive.

RECOMMENDATION: that the report be noted.

Prepared by: Matt McDowell, Head of Leisure

Approved by: Geraldine Girvan, Director of Operations

4.3 WM/WM/37/VOL2 LOCAL AUTHORITY RECYCLING CARBON INDEX REPORT

The Local Authority Recycling Carbon Index Report has been produced annually since 2013 by Eunomia, UK based environmental consultancy firm. It evaluates the environmental performance of waste collection and recycling services, in terms of carbon savings, for councils. The report produced is a high level overview, and compares all Local Authorities in England, Wales and Northern Ireland, with Scotland producing a separate report. A full copy of the published report is enclosed.

The Index is designed to be supplementary to recycling and waste tonnage information, and focuses on whether local authorities are delivering the greatest carbon benefits through the collection and treatment processes for their recycling services.

The tonnages of waste collected, the method of collection, e.g. source-segregated and co-mingled collections, and the treatment process all get converted into a carbon dioxide (CO₂) equivalent "savings" on a per person basis and these findings are reported in the index to allow for comparison between Local Authorities.

The higher the resultant value, the better the Council's Carbon Index Score. Results are grouped based on ranking into the following:

o Top 10%: High Flyers	o 30%-70%: Mid Performers
o 10% - 30%: Good Performers	o Bottom 30%: Low Performers

For the second year running, the Council was the top performing local authority in Northern Ireland, with the Index placing Antrim and Newtownabbey in the "high flyers" category of the top 10% of local authorities in England, Wales, and Northern Ireland. Council improved its performance from the previous year, saving 102kgs of CO₂ per person compared to 98kgs CO₂ last year. This is 24% higher than the Northern Ireland average of 82kgs CO₂ per person. This improvement has been achieved by recycling more materials through the wheelie box service, which has environmental advantages to the collection of comingled materials.

RECOMMENDATION: that the report be noted.

Prepared by: Catherine Cunningham, Waste Development Officer

Agreed by: Michael Laverty, Head of Waste Management

Approved by: Geraldine Girvan, Director of Operations

4.4 PK/BIO/040 NORTHERN HEALTHY LIFESTYLES PARTNERSHIP FUNDING FOR SCHOOLS BIODIVERSITY AND GROW YOUR OWN VEGETABLES KITS

Council was notified of the opportunity to apply for funding to the Northern Healthy Lifestyles Partnership to support school gardening projects. The aim of the funding is to enable schools to be involved in activities such as conservation, gardening, growing fruit and vegetables and connecting with nature. Details of the funding is set out below:-

	Project	Number of schools invited to participate	Total funding awarded
1	'School Biodiversity Kits' (supply of 2 x bird boxes, 2 x bat boxes and a mini-insect home)	All primary schools including special schools	£4,940
2	'Grow your own Vegetables Kit' (set up, sow, care for and harvest a 1m ² vegetable garden)	All primary and post primary schools including special schools	£5,510
	Total funding		£10,450

Funding will be used to provide kits to schools allowing them use them as suits their needs and available space. As schools are currently impacted by the COVID-19 pandemic some may not be in a position to take up the offer of the kits in April, however, the funder has agreed that the kits can be purchased and held in stock until the respective schools are ready to use them.

All schools will be contacted and any member with connections to a school in the Borough is asked to raise at Board of Governors or other school meetings.

RECOMMENDATION: that the report be noted.

Prepared by: Ruth Wilson, Biodiversity Officer

Agreed by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations

4.5 PK/GEN/151 DFC-ACCESS AND INCLUSION FUND 2020/2021: FUNDING FOR NEW PATHS

An approach was made to Council through the Chief Leisure Officers Association (CLOA) in relation to potential funding being available through the Department of Communities at a few days' notice. This funding package was offered to local Councils through the Department's Access and Inclusion Programme 2020/21 for projects up to £30,000. With short notice to respond, two projects were submitted speculatively and confirmation has been received that both projects have been successful.

Valley Park- West linkage trail £30,000

Members are reminded that the potential for a cycle/pedestrian route between Hightown- Glengormley – Valley Park – Glas-na-Braden to Gideon's Green has been identified as green infrastructure project. The most challenging part of the proposed route – Hightown to O'Neill Road is the subject of various meetings with the Department for Infrastructure currently and in the meantime, Officers have already identified improvements to the Glas-na-Braden section through a funding application being progressed by the Economic Development Team.

This application develops another part of the proposed route – a new path linking the existing path near the top entrance to the Valley Park at O'Neill Road to the top of the shale pitch. This path was identified as a need in the February 2019 Operations Committee with a view to improving and increasing disability access while also completing another important section of the Hightown to Gideon's Green route. This funding allocation enable a 2.5 m wide link to be developed at this stage and this can be added to/widened as and when funding becomes available.

Map1: Route of Valley Park- West linkage trail in blue (2.5m wide)



Jordanstown Loughshore Park, Accessibility Trail - £30,000

The need for a path was identified as being essential through the Park from the car park at the bandstand side along the sea shore following recent heavy usage of the grass area. This new path both provides a quality accessible path and minimises erosion along the grass bank by providing a number of access points to the beach along the length of the path.

Map 2: **Jordanstown Loughshore Park, Accessibility Trail , in red**



In order to ensure that if successful, the projects needed to be delivered, substantially, by 31st March, both projects were included in a speculative tendering process. In the event that the pandemic should disrupt any aspect of the supply chain for this project the Department will be kept informed.

RECOMMENDATION: that the report be noted.

Prepared by: Ivor McMullan, Head of Parks

Approved by: Geraldine Girvan, Director of Operations