



28 August 2024

Committee Chair: Councillor V McWilliam

Committee Vice-Chair: Councillor A McAuley

Committee Members: Aldermen P Bradley, L Clarke, J McGrath and J Smyth

Councillors – J Burbank, R Foster, J Gilmour, AM Logue, A McAuley, E McLaughlin, H Magill, M Ní Chonghaile, M Stewart and S Ward

Dear Member

MEETING OF THE OPERATIONS COMMITTEE

A meeting of the Operations Committee will be held in the **Round Tower Chamber, Antrim Civic Centre on Monday 2 September 2024 at 6.30 pm.**

You are requested to attend.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Baker".

Richard Baker, GM MSc
Chief Executive, Antrim & Newtownabbey Borough Council

PLEASE NOTE: Refreshments will be available in the Café from 5.20pm

For any queries please contact Member Services:

Tel: 028 9448 1301

memberservices@antrimandnewtownabbey.gov.uk

A G E N D A

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**REPORT ON BUSINESS TO BE CONSIDERED AT THE
OPERATIONS COMMITTEE MEETING ON
MONDAY 2 SEPTEMBER 2024**

3 ITEMS FOR DECISION

3.1 EH/EHS/FC/020 TOOMACRO LTD APPROVAL OF PREMISES AS A COLD STORE

1. Purpose

The purpose of this report is to recommend to Members that full approval be granted to Toomacro Ltd as a cold store.

2. Introduction

Members are reminded that, since 1 June 2006, it has been a legislative requirement to approve product specific food establishments under regulation EC853/2004.

All cold store premises which handle products of animal origin (including, meat, dairy and poultry products) require approval unless they operate in a way that is exempt under Regulation 853/2004.

3. Key Issues

An application for approval has been received from Toomacro Ltd, Valley Business Centre, 67 Church Road Newtownabbey, BT36 7LS.

The Council's Environmental Health Section, as the relevant enforcing authority, has inspected the following premises in accordance with Regulation (EC) 853/2004 and other relevant regulations.

Premises	Address	Identification Number
Toomacro Ltd	Unit D3, Valley Business Centre 67 Church Road Newtownabbey BT36 7LS	UK(NI) ZJ 026

The premises have been inspected and fully comply with current legislative requirements. Full approval of these premises is therefore deemed appropriate.

4. Summary

Toomacro Ltd has been inspected and found to comply with relevant food safety regulations. Officers are recommending approval for its operation as a cold store under the regulations.

5. Recommendation

It is recommended that Members grant full approval to Toomacro Ltd as a cold store.

Prepared by: Lara Nelson, Environmental Health Manager (Food)

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

3.2 EH/EHS/HS/002 HEALTH AND SAFETY EXECUTIVE NI (HSENI) DATA SHARING AGREEMENT

1. Purpose

A Data Sharing Agreement between HSENI and the Council is required to facilitate the exchange of information regarding health and safety enforcement duties within the Borough. This agreement will ensure compliance with The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 1997 (RIDDOR) and address complaints made under the Health and Safety at Work (NI) Order 1978.

2. Introduction

Members are reminded that the Council is responsible for enforcing the Health and Safety at Work (Northern Ireland) Order 1978, along with other related regulations, in premises within the Borough that fall under its jurisdiction. The enforcement duties for various types of premises are shared between the Health and Safety Executive for Northern Ireland (HSENI) and Local Councils.

3. Key Issues

A data-sharing agreement between HSENI and Council is required under Data Protection Regulations to facilitate the lawful transfer of personal data, including sensitive information, between HSENI and the Council's Environmental Health section.

Currently, accident reporting arrangements allow employers to report incidents and accidents directly to HSENI, who forward them to the Council for investigation for premises for which it has enforcement responsibility. This Data Sharing Agreement supports compliance with The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 1997 (RIDDOR), which mandates reporting work-related deaths, injuries, diseases, and dangerous occurrences. The agreement ensures the proper handling of data to fulfil statutory health and safety responsibilities.

4. Summary

The proposed Data Sharing Agreement between (HSENI) and Council governs the sharing of personal and sensitive data to fulfil statutory functions under relevant health and safety regulations. The agreement also outlines the legal basis for data sharing, including substantial public interest and compliance with legal obligations, ensuring both parties can perform their duties effectively.

5. Recommendation

It is recommended that Members approve signing of the HSENI Data Sharing Agreement.

Prepared by: Christina McErlean, Deputy Head of Environmental Health

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

3.3 L/LEI/002/VOL4 LEISURE GRANT AID SCHEME - CALL 2

1. Purpose

The purpose of this report is to seek approval for the recommendations set out within the second call of the Leisure Grant Aid Programme.

2. Introduction

For the period June – July, a total of 17 applications were submitted. All 17 applications have been scored with a table setting out details and recommendations enclosed for Members' reference. Upon approval of the listed grants, the remaining balances in each funding category are outlined below:

Category	No. of apps	Budget	Approved spend to date 24/25	No. of apps.	Grants proposed	Funding Balance remaining (subject to approval of application)
					(£)	
Capital Grants	0	£40,000	£0	0	0	£40,000
Grants to Clubs	2	£50,000	£10,750	2	£5,008	£34,242
Grants to Athletes	19	£40,000	£21,433	13	£9,715	£8,852
Grants to Coaches and Officials	4	£5,000	£1,790	0	0	£3,210
Sports Event Grant	5	£30,000	£7,582	2	£3,000	£19,418
Defibrillator Grant	2	£5,000	£2,700	0	0	£2,300
Allocation total	32	£170,000	£68,028 (includes £23,773 from previous financial year)	17	£17,723	£84,249
Fitness suite Gold Card	7	20 Applications	7 applications	0	0	13 applications
Total approved spend to date including this call, if approved £85,751						

3. Financial Position

The approved budget for the 2024/25 programme is £170,000.

Should approval be given for the grants listed, the remaining balance would total £84,249.

4. Recommendation

It is recommended that approval be granted for the Leisure Grant Aid Programme recommendations, covering the period from June – July 2024.

Prepared by: Anna Boyle, Funding Hub Manager and Conor McCallion,
Leisure Development Manager

Agreed by: Deaglan O'Hagan, Head of Leisure Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

3.4 PK/REG/017 APPLICATION FOR THE RENEWAL OF PREMISES FOR CIVIL MARRIAGES/CIVIL PARTNERSHIP CEREMONIES

1. Purpose

The purpose of this report is to seek approval for the renewal of the Old Courthouse as an approved venue for conducting Civil Marriage/Civil Partnership ceremonies.

2. Background

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

3. Renewal Application

A renewal application for a place approval has been received from the Old Courthouse, Antrim. The venue was previously approved by the Council in May 2021, with the specified area for approval as follows:

Old Courthouse: Theatre Hall.

No public objections have been received relating to the venue.

4. Recommendation

It is recommended that the Old Courthouse, Antrim, be re-approved to hold Civil Marriages under the terms of the Marriage (NI) Order 2003 and Civil Partnerships under the Civil Partnership Act 2004.

Prepared by: Paula Redpath, Registrar

Agreed by: Emma Thompson, Bereavement Services Manager and Paul Mawhinney, Head of Parks Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

3.5 PBS/PS/008 WHITEABBEY VILLAGE CLOCK

1. Purpose

The purpose of this report is to seek approval for the Council to donate salvaged clock parts to the Whiteabbey Residents Association.

2. Background

A clock previously mounted on the gable end of red brick townhouses along the Shore Road in Whiteabbey was severely damaged during a storm in 2016. Following the incident, the Council collected and stored the remaining parts of the clock. In 2017, a new free-standing clock was installed near the War Memorial on the Shore Road, opposite the original clock's location. In 2016, Abbeyville Residents Association (now Whiteabbey Residents Association) requested the salvaged clock parts from the Council with the intention of refurbishing the clock. However, due to potential planning considerations, the condition of the salvaged parts, and the decision to erect a new clock, the request was denied.

3. Current Position

The Council has recently received another request from the Whiteabbey Residents Association for the original salvaged clock parts. Despite being informed of the clock's condition and other concerns, the group has expressed a strong interest in preserving the parts for posterity.

4. Recommendation

It is recommended that approval be granted for the Council to donate the salvaged parts of the original Whiteabbey Clock to the Whiteabbey Residents Association.

Prepared by: David Blair, Head of Property Services

Approved by: Matt McDowell, Director of Parks and Leisure Operations

3.6 PK/GEN/030 BRITAIN IN BLOOM AWARDS 2024

1. Purpose

The purpose of this report is to seek Members' approval for attendance at the Britain in Bloom Awards 2024, which will be held in Manchester on October 21, 2024.

2. Britain in Bloom

Members are reminded that, following Randalstown's success at the 2023 Ulster in Bloom Awards, the Council agreed to support Randalstown's nomination in the 'Small Town' category of the 2024 Royal Horticultural Society Britain in Bloom Competition, marking its 60th anniversary.

With the judging now complete and Randalstown selected as a finalist, an invitation has been received to attend the Britain in Bloom Awards in Manchester on Monday, October 21, 2024. Tickets to the event are complimentary but limited to five per nomination. Traditionally, the Council has covered the travel and accommodation expenses for the awards ceremony.

It is proposed that the Mayor, the Chairperson of Operations Committee or their nominee, a Council Officer, and two community representatives from Tidy Randalstown attend the ceremony.

3. Recommendation

It is recommended that Members approve the attendance of the Mayor, the Chairperson of Operations Committee or their nominee, a Council Officer, and two community representatives from Tidy Randalstown at the Britain in Bloom Awards on October 21, 2024, in Manchester.

Prepared by: Paula Robinson, Executive Officer to Director of Parks and Leisure Operations

Agreed by: Paul Mawhinney, Head of Parks Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

3.7 EH/EHS/009 REVIEW OF HOUSES IN MULTIPLE OCCUPANCY (HMO) LICENCE SCHEME CHARGES AND PROPOSED INCREASE IN LICENCE FEE FROM 1 OCTOBER 2024

1. Purpose

The purpose of this report is to advise Members of increased costs associated with licence scheme charges for Houses of Multiple Occupancy (HMO).

2. Background

Members are reminded that Belfast City Council's NIHMO Unit is responsible for managing the HMO service for all Northern Ireland Councils. The HMO Licensing Regime was transferred from the Northern Ireland Housing Executive (NIHE) to local councils on a cost-neutral basis. Initial fees were based on projected occupancy over a five-year period, with the NIHE providing £1.2 million in transitional funding.

The Houses in Multiple Occupation (HMO) Act (Northern Ireland) 2016, effective from 1 April 2019, establishes a maximum HMO licence fee of £45 per person per year, as outlined in the 2019 Regulations.

Following a review by the NIHMO Unit for the 2022/23 period, an increase in the HMO fee from £37 to £45 per occupant was recommended, effective April 2023. However, implementation was delayed in order to seek further information on implementation of the change. The proposed fee increase is set to take effect on 1 October 2024, pending Members' approval. This increase was endorsed by SOLACE on 2 August 2024, and each Council must seek approval for the price increase from their relevant committees.

3. Previous Decision of Council

In April 2019, Northern Ireland Councils set the HMO licence fee at £37 per person per year. Additional fees established at that time include:

Licence variations	
Item	Cost
Addition of a new managing agent	£185
Addition of a new occupant	£185 for each new occupant + £75 inspection fee (per visit)

4. Financial Position/Implication

Belfast City Council currently manages a small number of 15 HMO units on behalf of the Council, mostly located around Ulster University area. The NIHMO Unit is actively monitoring the financial status to maintain cost-neutrality across the service and further financial changes may be required in the future with the Chair of Solace addressing this by writing to the

Department for Communities Permanent Secretary to bring forward legislation within the current mandate.

5. Recommendation

It is recommended that Members:

- a) approve the increase of the HMO licence application fee to £45 per person per year, the maximum permissible under the 2019 Regulations.**
- b) approve the increased costs of varying an HMO licence as follows –**

Licence variations	
Item	Cost
Addition of a new managing agent.	£225
Addition of a new occupant	£225 for each new occupant + £100 inspection fee (per visit)

Prepared by: Kevin Bloomfield NIHMO Manager (Belfast City Council)

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

3.8 EH/PHWB/018 PUBLIC HEALTH BILL

1. Purpose

The Department of Health has launched a consultation asking for views on new health protection measures being implemented through a Public Health Bill to replace the current Public Health Act (Northern Ireland) 1967.

2. Background

The overarching principle of the legislation is to protect the population against various forms of infection and contamination and enabling relevant bodies to respond to public health emergencies. The legislation provides powers and duties for the health management of, and mitigation against, infection and contamination including biological, chemical and radiological in addition to infectious diseases, which is the current focus of the 1967 Act.

It is proposed that the new Bill will:

- Include all infection and contamination that present, or could present, a significant harm to human health. This all-hazards approach aligns with the legislative frameworks in other UK jurisdictions;
- Align with the World Health Organization (WHO) International Health Regulations published in 2005;
- Update certain powers around restrictions on employment, quarantine, isolation and medical examination;
- Clarify roles and responsibilities for different authorities including Councils and;
- Ensure that powers to intervene are proportionate to the public health risk and therefore compatible with the Human Rights Act 1998.

The procedural steps included in the proposals provide powers and clarity in relation to three main areas:

- A duty on registered medical practitioners to notify the Public Health Agency (PHA) of any incident that may cause a risk to public health;
- Powers for the Public Health Agency to investigate and risk-assess the threat to public health of an infection, contamination or infectious disease;
- Powers for the Public Health Agency to respond to the threat to mitigate the impact on public health.

A draft consultation response (**Enclosed**) has been prepared in collaboration with all the Councils in Northern Ireland.

3. Summary

The Department for Health has launch a consultation on a new Public Health Bill for Northern Ireland which will give the Public Health Agency powers to investigate, risk assess and respond to infectious diseases and other infections or contaminants that affect Public Health. The consultation proposes to align

Northern Ireland with other areas of UK. The proposed changes to the legislation will clarify roles and responsibilities of those tasked with implementation of the health protection measures.

4. Recommendation

It is recommended that the draft consultation response be approved.

Prepared by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

4 ITEMS FOR NOTING

4.1 EH/EHS/FC/012 DRINKING WATER QUALITY REPORT FOR NORTHERN IRELAND

1. Purpose

This report reminds Members that Northern Ireland Water publishes an annual report on water quality for each council, based on compliance with the 2017 Water Supply (Water Quality) Regulations (Northern Ireland).

2. Background

Northern Ireland Water's supply area is divided into Water Supply Zones, each serving up to 100,000 people. There are 7 Supply Zones in the Borough. Random water samples are taken from customer taps and planned samples from Supply Points in each zone. The report details water quality by Council area, based on compliance percentages from these samples.

The NI Water Drinking Water report for Northern Ireland is **(enclosed)**. While the compliance rate for Antrim and Newtownabbey was 99.9%, the following drinking water incidents were recorded in 2023:

- In early June 2023, dry weather increased water usage across Northern Ireland by about 20%. To maintain supply, alternative sources and water tankering were implemented.
- In the Dorisland, Whiteabbey zone of Antrim and Newtownabbey Council area, aluminium levels exceeded the Health Notification Value. While no treatment issue was found, and the cause remains unidentified, NI Water states that all physical, chemical, and microbiological standards as per the 2017 Water Supply (Water Quality) Regulations (Northern Ireland) have been met.

3. Summary

In 2023, the compliance rate at customer taps within the Borough was 99.9% and NI Water states that it plans significant water mains rehabilitation and other works to ensure efficient, cost-effective operations and maintain water quality and supply.

4. Recommendation

It is recommended that the report be noted.

Prepared by: Christina McErlean, Deputy Head of Environmental Health

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

4.2 L/LEI/SD/018 HEALTH INTERVENTION ACTION PLAN - UPDATE

1. Purpose

The purpose of this report is to provide a Quarter 1 update on Council's Health Intervention Action Plan for 2024-25

2. Introduction/Background

Members are advised that Council approved the Health Intervention Action Plan (2022-27) in November 2022, a copy is **enclosed** for Member's reference. The Action Plan is designed to increase regular and sustainable participation in exercise across all age groups, with the wider aim of tackling wider health issues in vulnerable and inactive groups.

3. Results in Quarter 1 2024/25

Officers develop and coordinate delivery of a range of Council led programmes as well as working in collaboration with relevant partner organisations, to facilitate the effective delivery of the Action Plan. During Quarter 1 a total of 6,331 participated in these programmes, 11% above the overall target with a detailed breakdown as follows:

Programmes	24/25 Annual Target	Q1 Target	Q1 Actual
Physical Activity Referral Scheme (PARS)	200	50	44 completers
Move More Cancer Rehabilitation and Rehabilitation Programme	150	38	10
Age Friendly (Live Long, Fall's Prevention, Walking Netball, Aqua Fit and Nordic Walking)	20,000	5000	5388
Exercise for Mental Health Programme	900	225	364
Respiratory Rehabilitation and Maintenance Programme	800	200	168
Cardiac Rehabilitation and Maintenance Programmes	600	150	310
Programmes for People with a Disability	400	50	47

Breakdown of external funding confirmed for 2024-25 to assist in the delivery of programmes:

Programme	Funded by	Total
Physical Activity Referral Schemes (PARS)	PHA	£31,461
Walking Football Programme	NHSCT	£1,890
Falls Prevention Steady and Strong Programme	NHSCT	£1,500
Move More (Cancer Rehabilitation Programme)	Macmillan	£5,000
	Total	£39,851

4. New Programmes

Funding has been secured from the Public Health Agency for a Walking Football Programme in Antrim Forum, Crumlin and Valley Leisure Centre which will also complement the successful Walking Netball Programme that was introduced in 2023/24.

5. Recommendation

It is recommended that the report be noted.

Prepared by: Conor McCallion, Leisure Development Manager

Agreed by: Deaglan O'Hagan, Head of Leisure Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

4.3 PK/GEN/022 and PK/GEN/057 IRELAND'S BEST KEPT TOWN AND GREEN FLAG AWARDS 2024

1. Purpose

The purpose of this report is to provide an update on Ireland's Best Kept Town Competition and the Green Flag Awards for 2024.

2. Ireland's Best Kept Town

Ireland's Best Kept Town is a competition that pits top-performing villages and towns from Ireland's "Tidy Towns" contest against winners from Northern Ireland's Best Kept competition. The Awards Ceremony took place at Riddel Hall, Belfast, on June 18, 2024.

Randalstown, Ballynure, and Antrim were among the final 14 out of nearly 1,000 eligible towns and villages. Randalstown was named the overall winner of Ireland's Best Kept Town and also won the title of Ireland's Best Kept Small Town. Ballynure ranked in the top three in the Village category, while Antrim placed in the top four in the Large Urban Centre category.

3. Green Flags

The Green Flag Award is an internationally recognised accolade that signifies excellence in the management, maintenance, and community involvement in parks and open spaces. The programme in Northern Ireland is managed by Keep Northern Ireland Beautiful. To earn Green Flag status, a site must have a management plan that meets strict criteria, including horticultural standards, cleanliness, environmental management, biodiversity, community involvement, and safety.

In 2024, in addition to the 18 sites directly managed by the Council, two new applications were submitted for Duneane Community Garden and Cranfield, along with seven additional submissions for sites managed by community groups within the Borough. All 29 submissions successfully achieved Green Flag status, making Antrim and Newtownabbey Borough Council the leading Council in Northern Ireland for Green Flag Awards. The awarded sites are as follows:

Park / Open Space	Green Flag Awarded by Type
Antrim Castle Gardens	Heritage
Sentry Hill Historic House	Heritage
Antrim / Belmont and Six Mile Cemetery	Council - Parks
Antrim Lough Shore Park and Gateway	Council – Parks
Ballynure Old Graveyard	Council - Parks

Jordanstown Loughshore Park, Hazelbank Park & Gideon's Green	Council – Parks
Kilbride Cemetery	Council – Parks
Lilian Bland Park	Council – Parks
Mallusk Cemetery	Council – Parks
Mill Race Trail	Council – Parks
Newtownabbey Way	Council – Parks
Randalstown Riverside Walk	Council – Parks
Sixmilewater Park	Council - Parks
Rashee Cemetery	Council – Parks
Valley Park (V36 and Glas-na-Braden Glen)	Council – Parks
Wallace Park	Council – Parks
Crumlin Glen	Council – Parks
Threemilewater Park	Council – Parks
Whiteabbey Glen	Council – Parks
Clotworthy Courtyard at Antrim Castle Gardens	Community
Maine Fold - Randalstown	Community
The Sovereign Complex, Rathfern	Community
Sentry Hill Community Garden	Community
Toome Linear Park	Community
Ballyeaston Church Ruin	Community
Elevation Randalstown	Community
Duneane Community Garden (new)	Community
Cranfield (new)	Community

4. Recommendation

It is recommended that the report be noted.

Prepared by: Paula Robinson, Executive Officer to Director of Parks and Leisure Operations

Agreed by: Paul Mawhinney, Head of Parks Operations

Approved by: Matt McDowell, Director of Parks and Leisure Operations

4.4 EH/EHS/CP/002 OFFICE FOR PRODUCT SAFETY & STANDARDS GRANT FUNDING FOR THE CAPACITY AND CAPABILITY BUILDING PROGRAMME IN NORTHERN IRELAND: NON-FOOD PRODUCTS 2024/25

1. Purpose

The purpose of this report is to inform Members that grant funding has been offered from The Office for Product Safety and Standards (OPSS) in respect of the Council responsibilities to product safety and standards.

2. Background

Members are reminded that, since 2018, The Office for Product Safety and Standards (OPSS), the national regulator for product safety, has worked with Councils in Northern Ireland to assist with the provision of advice and support to local businesses regarding their product safety responsibilities. This arrangement has included grant funding either made directly to Council or through a Service Level Agreement with a lead Council. In 2023/2024 Council received £55,000 in grant funding from OPSS.

3. Key Issues

The funded activities are listed in Annex 2 of the Agreement (**Enclosed**) and are for targeted and prioritised regulatory activity on non-food consumer goods to ensure a robust market surveillance across the UK.

The funding is used by Council to undertake a range of activities on non-food consumer products including to:

- Build on previous product safety capacity and capability building work;
- Ensure access to enforcement equipment and facilities;
- Provide advice and support to local businesses to meet their obligations under product safety legislation for importing and appropriate labelling/marketing of goods;
- Define work processes;
- Develop officers' understanding of local supply chains and their associated risks;
- Prioritise efforts and resources according to OPSS policy and national regulatory interests;
- Fulfil ad hoc requests for case studies or other additional information.

The funding will be drawn down to deliver the specified activities above.

4. Financial Position

A grant funding offer of up to £55,000 has been received for eligible expenditure related to funded activities. This amount will be paid directly to the Council in the financial year ending on 31 March 2025.

5. Summary

The Office of Product Safety and Standards will be providing Antrim and Newtownabbey Council with a grant of £55,000, for a capacity and capability building programme focused on non-food products. This grant is intended for eligible expenditures.

6. Recommendation

It is recommended that the report be noted.

Prepared by: Christina McErlean, Deputy Head of Environmental Health

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

4.5 EH/EHS/PC/042 THE POLLUTION PREVENTION AND CONTROL (DISTRICT COUNCILS) CHARGING SCHEME (NORTHERN IRELAND) 2024

1. Purpose

The purpose of this report is to inform Members that the Department of Agriculture, Environment and Rural Affairs (DAERA) has published its annual scheme that details the charges that Councils apply in relation to their statutory enforcement duties undertaken under the Pollution Prevention and Control (Industrial Emissions) Regulations (NI) 2013.

2. Background

Members are reminded that operators of Pollution Prevention and Control (PPC) activities are required to pay a fee to the regulator to cover the regulator's costs. This is in line with the 'Polluter Pays' key principle, where operators bear the cost of measures to prevent environmental harm they may cause. Council has a statutory responsibility to review activities permitted under the Pollution Prevention Control (Industrial Emissions) Regulations (NI) 2013 and conduct inspections based on risk assessments. Permit holders must ensure compliance with specified conditions.

3. Key Issues

Council has a statutory obligation to regulate emissions to air from activities prescribed as Part C under Schedule 1 of the Pollution Prevention and Control (Industrial Emissions) Regulations (NI) 2013. Currently, the Council oversees 42 premises in the Borough that fall under these regulations. These premises engage in activities such as the bulk handling of cement, solvent handling, timber treatment activities, and petrol stations. A risk assessment method determines the level of risk associated with regulated activities, assigning a proposed 'regulatory effort' (high, medium, or low) to individual activities based on their relative risks. The risk level dictates the applicable charges, which are periodically reviewed. The fees and charges for 2024/2025 relating to Part C permits issued under regulation 25 of the regulations can be found at;

<https://www.daera-ni.gov.uk/articles/pollution-prevention-and-control-fees-and-charges>

4. Financial Implication

The Department of Agriculture and Rural Affairs (DAERA), as the primary regulator, must set the fee rate and has announced that the scheme structure remains unchanged from last year, with a 1.68% price increase in line with the Gross Domestic Product (GDP) deflator. Operators of activities permitted by the Council will be invoiced according in line with this updated price increase.

5. Summary

DAERA has published details of its annual charging scheme for activities permitted and inspected by the Council under the Pollution Prevention Control Regulations (NI) 2013. There has been a 1.68% increase in fees in line with GDP deflator.

6. Recommendation

It is recommended that the report be noted.

Prepared by: Liam Nicholas, Environmental Health Manager (Environment)

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Lavery, Director of Sustainability

4.6 PK/PG/005 PLAY PARK REFURBISHMENT UPDATE

1. Purpose

The purpose of this report is to provide an update on the Council's Play Park Refurbishment Project.

2. Introduction/Background

Members are reminded that a comprehensive audit of play parks was conducted over several months in 2023. The audit assessed the condition of every piece of equipment, surface, and ancillary items such as fencing and gates. Each play park was categorised and ranked based on its current condition and the value of works needed to improve the facilities. In January 2024, the Council approved several recommendations from the audit, and in June 2024, it authorised the Play Park Refurbishment Project to advance to stage 2 of the Council's Capital Development Programme, which includes design and procurement.

3. Current Position

General repairs identified in the audit are currently being addressed in conjunction with the annual Royal Society for the Prevention of Accidents (ROSPA) inspection-related tasks. This work includes power washing and the replacement of ancillary items such as bins and fencing where needed. Additionally, the Council's Capital Development Section is preparing tender documents to create a framework for replacing Play Parks at Kings Park and The Diamond, Rathcoole, as well as refurbishing the remaining 34 Play Parks. This framework will streamline the procurement process, reducing the need for repeated tender actions for repairs and replacements throughout the framework's duration.

4. Mallusk and Steeple Play Parks

Members are reminded that the development of a new play park at the City of Belfast Playing Fields, Mallusk, was previously approved. A contractor was appointed in July, with construction set to begin in the autumn, pending the land transfer from Belfast City Council.

At Steeple Play Park, the play equipment was previously damaged in an arson attack, and an insurance payment of £97,000 has been secured to restore the vandalized equipment and complete associated works. The scope of the work at Steeple Play Park includes:

- Removal of the existing fire-damaged play equipment and safety surfacing
- Installation of new play equipment and safety surfacing
- Respray and relining of two Multi-Use Games Areas (MUGAs)

Work has already begun on-site, with completion expected by October 2024.

5. Recommendation

It is recommended that the report be noted.

Prepared by: David Blair, Head of Property Services

Agreed and Approved by: Matt McDowell, Director of Parks
and Leisure Operations

4.7 PT/CI/049 QUARTER 1 PERFORMANCE AND IMPROVEMENT PLAN

1. Purpose

The purpose of this report is to recommend to Members that the Performance and Improvement Plan 2024/25 Performance Progress Report Quarter 1 for Parks, Leisure & Estate Services and Sustainability be noted.

2. Background

Members are 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.

The Council's Corporate Performance and Improvement Plan 2024/25 was approved in June 2024. This set out a range of robust performance targets, along with identified improvement objectives and a number of Statutory Performance Targets

3. Previous Decision of Council

As agreed at the August 2023 Council meeting, quarterly performance reports will be presented to the relevant committee.

4. Key Points

First Quarter performance progress reports for Parks, Leisure & Estate Services, and Sustainability are **enclosed** for Members information.

5. Recommendation

It is recommended that the Performance and Improvement Plan 2024/25 Performance Progress Report Quarter 1 be noted.

Prepared by: Allen Templeton Performance Improvement Officer

Agreed by: Katherine Young, Organisation Development & Employee Engagement Manager

Approved by: Helen Hall, Director of Corporate Strategy

4.8 EH/EHS/015 TEST PURCHASE EXERCISE – SUNBED UNDERAGE SALES

1. Purpose

The purpose of this report is to remind Members that Local Councils in Northern Ireland have a statutory duty to enforce the provisions of The Sunbeds Act (Northern Ireland) 2011 and the results of a test purchase exercise in the Borough.

2. Introduction

The Sunbeds Act (Northern Ireland) 2011 prohibits the use, sale, and rental of sunbeds to individuals under the age of 18. This legislation was enacted due to increasing evidence linking sunbed use to serious health risks, including skin cancer, particularly among young people. Studies indicate that childhood sunburn and exposure to ultraviolet radiation from sunbeds significantly heighten the risk of developing skin cancer later in life.

3. Key Issues

The Public Health Agency has recommended that all sunbed-operating premises be subject to a test purchase by Councils at least once every two years.

The objectives of the test purchase exercise are:

- To evaluate business operators' awareness of the legislation;
- To assess compliance with The Sunbeds Act (Northern Ireland) 2011, particularly regarding the prohibition of sunbed use by individuals under the age of 18.

Before the exercise, a survey identified 18 sunbed premises within the Borough which is a decrease of one from 2023. Last year, pre-test purchase letters were sent to the 18 premises, reminding them of their legal obligations and notifying them of an upcoming test purchase within the next 12 months. Links to Department of Health guidance were also provided.

Over the last 12 months, the premises have been inspected by Environmental Health Officers (EHOs) accompanied by a young person under 18. One premises sold a sunbed session to the minor.

The premises that sold to a minor had recently changed ownership, and the new owners had not received an advisory visit. Consequently, a warning letter was issued, and an EHO conducted an educational visit to the premises, in accordance with the Council's Enforcement Policy.

4. Summary

A sunbed test purchase exercise revealed that one premises failed to comply with legislative requirements by selling a sunbed session to a person under 18. As a result, the premises was issued a written warning.

5. **Recommendation**

It is recommended that the report be noted.

Prepared by: Gareth Thompson, Environmental Health Manager (Health and Safety and Consumer Protection)

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

4.9 EH/PHWB/012 POSITIVE AGEING MONTH

1. Purpose

The purpose of this report is to remind Members that Environmental Health is actively involved in promoting Age-Friendly initiatives within our community. A key initiative is the promotion of 'Positive Ageing Month' during October.

2. Background

Positive Ageing Month celebrates the valuable contributions of older people to the Antrim and Newtownabbey community. A dedicated booklet will be available in print and online from 9 September 2024, outlining events and activities happening throughout October. The booklet will be shared via social media and emailed to groups and individuals on the Council's contact list.

A link to the booklet is below;

<https://antrimandnewtownabbey.gov.uk/residents/community-initiatives/age-friendly/positive-ageing-month/>

In addition to the event listings, the booklet will highlight year-round groups and activities, encouraging residents to stay active, learn new skills, and build connections. Contributions from various Council departments, Community Advice Antrim and Newtownabbey and Libraries NI will further support these goals.

3. Key Issues

During the month of October a series of Health and Wellbeing roadshows will be held in each District Electoral Area (DEA), focusing on the Public Health Agency's "Take 5 Steps to Wellbeing Model." These interactive and engaging events will offer practical activities on staying active, learning, mindfulness, giving, and connecting.

A list of the planned roadshows is provided below:

DEA	Location	Address	Date	Time
Macedon	Belfast City Mission	Rathcoole Hall, Innis Walk, Newtownabbey BT37 9EZ	Tuesday 1 st October 2024	10.30am-12pm
Ballyclare	Ballyclare Townhall	The Square, Ballyclare BT39 9BB	Friday 4 th October 2024	10.30am-12pm
Airport	Crumlin Leisure Centre	2 Main St, Crumlin BT29 4UP	Friday 11 th October 2024	10.30am-12pm

Antrim	Muckamore Parish Development Hub	1A Limetree Avenue, BT41 1NP	Monday 14 th October 2024	12pm-1.30pm
Dunsilly	Neillsbrook Community Centre	Neillsbrook Rd, Randalstown, Antrim BT41 3AE	Wednesday 16 th October 2024	10-12pm
Glengormley	Carnmoney Church	258 Carnmoney Road, Glengormley, Newtownabbey BT36 6JZ	Tuesday 22 nd October	11-12.30pm
Threemilewater	Monkstown Village Centre	Monkstown Village Centre, Newtownabbey BT37 0HS	Monday 28 th October 2024	2pm-3.30pm

The roadshows will provide residents with guidance and support on maintaining their physical and mental wellbeing. Attendees can participate in engaging activities like Boccia, an interactive quiz, and explore age-friendly assets available in their community. Additionally, the event will encourage the development of new social connections to help reduce social isolation.

4. Summary

In October during Positive Ageing Month, seven roadshows will be run in each DEA to promote the Public Health Agency's – Take 5 Steps to Wellbeing model. A booklet has also been produced to detail other activities taking place across the Borough during the month and during the year.

5. Recommendation

It is recommended that the report be noted.

Prepared by: Kelly Doyle, Age-Friendly Officer

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Laverty, Director of Sustainability

4.10 EH/EHS/LR/006 THE SMOKE, HEAT AND CARBON MONOXIDE ALARMS FOR PRIVATE TENANCIES REGULATIONS (NORTHERN IRELAND) 2024

1. Purpose

The purpose of this report is to inform Members that The Smoke, Heat and Carbon Monoxide Alarms for Private Tenancies Regulations were enacted on 30 May 2024 and will come into force on 1 September 2024.

2. Background

Members are reminded that Environmental Health has a statutory function in the regulation of the private rented sector. Council is also the enforcing authority for provisions to regulate landlord registration, security of tenancy deposits and licensing scheme for Houses in Multiple Occupation (HMO).

The overarching objectives of the Private Tenancies Act are to make the private rented sector a safer and more secure housing option for a wider range of households, to ensure better regulation of the sector and offer greater protection to private renters.

3. Key issues

The Regulations set the standards for the number and type of smoke, heat and carbon monoxide alarms to be installed in private rented properties and aim to reduce the risk of fire related incidents.

The standards have been set as:

- A smoke alarm to be installed in the main living room, and in every circulation space on each storey (hall, landing area).
- A heat alarm installed in every kitchen.
- A carbon monoxide alarm installed in any room or circulation space which contains a fixed combustion appliance or a flue.
- Smoke and heat alarms must be interlinked to ensure the alarms can communicate with each other, therefore providing sufficient cover if one alarm defects all alarms will go off to provide warning.
- A carbon monoxide alarm does not need to be linked to smoke and heat alarms however, if there is more than one carbon monoxide alarm these must be interlinked to each other.

4. Previous Decision of Council

Members are reminded that in December 2023, they agreed a response to the consultation on the Private Tenancies Act 2022 on Smoke, Heat and Carbon Monoxide Alarms.

5. Governance

The deadlines for compliance are as follows;

- New tenancies must be compliant from 1 September 2024.
- Existing tenancies must be compliant from 1 December 2024.
- A new tenancy means a tenancy granted on or after 1 September 2024; an existing tenancy means a private tenancy which is granted before 1 September 2024.

Once the compliance dates for new tenancies and existing tenancies have been reached, it will be a prosecutable offence for landlords not to comply with the set minimum standards.

The Regulations and associated guidance notes (which includes an animation) can be accessed via the following links:

The Smoke, Heat and Carbon Monoxide Alarms for Private Tenancies Regulations (Northern Ireland) 2024

(<https://www.legislation.gov.uk/nisr/2024/123/contents/made>)

The Smoke, Heat and Carbon Monoxide Alarms for Private Tenancies Regulations (Northern Ireland) 2024 guidance notes

<https://www.communities-ni.gov.uk/articles/smoke-heat-and-carbon-monoxide-alarms-private-tenancies-regulations-northern-ireland-2024-guidance>

To raise awareness among landlords about the new requirements and encourage compliance, Environmental Health has:

- Highlighted the changes on social media and Council website.
<https://antrimandnewtownabbey.gov.uk/privatelyrentedhousing/>
- Incorporated compliance checks into our regular fitness inspections.
- Reached out to all local estate agents to inform them of the new obligations.

6. Recommendation

It is recommended that the report be noted.

Prepared by: Liam Nicholas, Environmental Health Manager (Environment)

Agreed by: Colin Kelly, Head of Environmental Health and Wellbeing

Approved by: Michael Lavery, Director of Operations

4.11 FI/FIN/4 BUDGET REPORT PERIOD 4 PARKS & LEISURE AND SUSTAINABILITY

1. Purpose

The purpose of this report is to provide financial performance information at period 4 (April 2024 – July 2024) for Parks & Leisure and Sustainability.

2. Introduction/Background

As agreed, quarterly budget reports will be presented to the relevant Committee or Working Group. All financial reports will be available to all Members.

3. Summary

Budget reports for Parks & Leisure and Sustainability for Period 4 – April 2024 to July 2024 are **enclosed** for Members' information. At present the Parks and Leisure budget is in a favourable position of £376,969 (9.9%).

The Sustainability budget is in an adverse position of £540,439 (7.2%) and this is due to:

- Collected waste arisings above predicted levels;
- Lack of budgetary provision for green waste collected at the Recycling Centres;
- Higher than predicted repairs and maintenance costs at the Recycling Centres and Environmental Services Depot;
- Delay in the award of the Interim Residual Waste Treatment Contract.

The overall financial position of the Council will be presented to the Policy & Governance Committee.

4. Recommendation

It is recommended that the report be noted.

Prepared by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance and Governance

4.12 L/GEN/070 NET PROMOTER SCORE – QUARTER 1 2024/25 RESULTS

1. Purpose

The purpose of this report is to provide a quarter 1 update on the Net Promoter Score for Council's Leisure Centres.

2. Introduction

To collect customer feedback and assess satisfaction, the Council's Leisure Section uses digital software to calculate a Net Promoter Score (NPS). This score is derived from randomly sampling customers who visit the leisure centres and asking them to rate the facilities on a scale of 1 to 10. Additionally, a follow-up question asks for the reasons behind their rating, providing valuable insights for management to consider and address.

3. Quarter 1 Results

Key results for the period from April 1, 2024, to June 30, 2024, are as follows:

- Total survey requests: 3,635
- Total responses: 784
- NPS: 63
- "Staff," "Facilities," and "Courtesy" consistently remain the top three areas mentioned by customers.
- "Staff" and "Courtesy" receive the most positive feedback scores.
- Ballyearl continues to be the highest-scoring leisure centre, with an NPS of 78.

Performance is monitored daily, monthly, and quarterly, with the current overall score at 63, slightly below the cumulative annual target of 65. The NPS performance is significantly higher than the UK leisure industry average of 34.

4. Recommendation

It is recommended that the report be noted.

Prepared by: Conor McCallion, Leisure Development Manager

Agreed by: Deaglan O'Hagan, Head of Leisure Operations

Approved by: Matt McDowell, Director Operations (Parks & Leisure)

4.13 WM/WM/040 EMISSIONS TRADING SCHEME CONSULTATION RESPONSE

1. Purpose

The purpose of this report is to advise Members of the response to the Emissions Trading Scheme Consultation Response.

2. Background

The UK Emissions Trading Scheme (UK ETS) Authority (UK Government, Scottish Government, Welsh Government and the Department of Agriculture, Environment and Rural Affairs for Northern Ireland) were seeking input on a number of proposals to expand the ETS scheme to include energy from waste and waste incineration.

The purpose of the consultation is to provide more detail and consult on the implementation of how waste incineration and energy from waste will be included in the scheme from 2026 for the Monitoring, Reporting and Verification (MRV) only period, with full surrender obligations from 2028.

Views were sought on:

- the overall scope of the scheme, including which activities are covered, thresholds for inclusion and exemptions;
- participating in the scheme, including requirements for operators, monitoring, reporting and verification, and guidance;
- impacts of the scheme and risks, including diversion of waste to landfill and waste export, decarbonisation pathways for customers, cost pass through to customers and equality considerations;
- how to adjust the UK ETS cap for waste; and
- how the UK ETS could potentially incentivise investment in heat networks.

3. Key Issues

Officers drafted a response in line with both the Local Authority Recycling Advisory Committee policy team, who represent local authorities in all four devolved administrations, NILGA and arc21. A copy of the response (**enclosed**) is included for Members information and has been submitted in order to meet the consultation deadline.

In the response, it is proposed that Council is broadly supportive of including the waste sector within the ETS, however the challenges must be mitigated to ensure the best possible outcomes and avoid it becoming an unavoidable expense passed down through gate fees to local authorities.

Local authorities have a duty to collect waste from households but have limited enforcement powers to ensure correct resident behaviours when it comes to household waste and recycling. Combined with the additional burdens that require increased volumes of household waste, most notably those containing persistent organic pollutants (POPs), to go for high temperature incineration, this limits what local authorities can do to change

the composition of residual waste being sent for incineration. Ineffective rollout of the scheme expansion can also carry unintended consequences, such as a greater use of domestic landfill or Refuse Derived Fuel (RDF) export.

Whilst some of the questions were Technical, Council focus mainly on the points summarised below:

1. Relevant ETS costs are covered by Packaging Extended Producer Responsibility (PEPR)

As the primary influencer on the recyclability and/or carbon emissions of packaging at its end of life, producers should bear the increased incineration cost. This will help to support decarbonisation by incentivising producers to reduce the plastic content of their packaging.

2. Funding

Local authorities must receive funding to cover the increased costs for the management of waste as a result of the expansion of ETS, which will significantly increase financial pressures on local authorities in the short term and, prior to the full implementation of EPR, will create a financial shortfall for councils.

3. Successful implementation of the Collection and Packaging Reforms (CPR)

UK Government must ensure that, if the expansion of ETS is to happen by 2028, the implementation of all aspects of the CPR takes place to current timelines. Council's proposed harmonised kerbside recycling collection will help to capture more materials, particularly plastics and food waste, in the recycling and recovery streams and divert it away from incineration.

4. Expansion of EPR to non-packaging items

Currently, the cost of collection and disposal for a significant portion of the municipal waste stream will not be covered by EPR. As such, Council would like to see the EPR scheme expanded to cover a number of additional items, including (but not limited to) textiles and absorbent hygiene products (AHP), to ensure these sectors pay for the management of their products at the end of life, and are also incentivised to increase their products recyclability, reusability and ultimately to decarbonise.

5. Clarification on the use of funding

It is understood that the funds generated through the inclusion of the waste sector in ETS will go to HM Treasury and not be ringfenced or directly reinvested in the sector unlike in the EU. Money reinvested, could help local authorities directly but also develop the costly carbon capture technologies required for Energy from Waste (EfW) facilities.

4. Recommendation

It is recommended that the report be noted.

Prepared by: Lynsey Daly, Head of Waste Strategy and Sustainability

Approved by: Michael Laverty, Director of Sustainability