



30 August 2023

Committee Chair: Councillor J Burbank

Committee Vice-Chair: Councillor V McWilliam

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

Councillors R Foster, J Gilmour, AM Logue, H Magill,
A McAuley, E McLaughlin, M Ní Chonghaile, L O'Hagan,
L Smyth and M Stewart.

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 4 September 2023 at 6.30 pm.**

You are requested to attend.

Yours sincerely

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

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

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

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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2 DECLARATIONS OF INTEREST

3 INTRODUCTION OF NEW STAFF

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- 6.4 Drinking Water Quality Report for Northern Ireland
- 6.5 Positive Ageing Month
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- 6.8 Review of Dog Control Orders
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**REPORT ON BUSINESS TO BE CONSIDERED AT THE
OPERATIONS COMMITTEE MEETING ON
MONDAY 4 SEPTEMBER 2023**

4 PRESENTATION

4.1 G/MSMO/017 KEEP RECYCLING LOCAL

Members will be aware that they had previously approved a request from Keep Recycling Local representative Mr Mervyn Storey to make a presentation providing information on recycling and the circular economy.

A copy of the requesting letter and presentation are **enclosed** for Members' information and the presentation will be made in person by Ms Nicola Carruthers.

4.2 WM/WM/037 VOL 2 COUNCIL WASTE COLLECTION PROPOSALS

Members are advised that the Director of Sustainability will make a presentation on Antrim and Newtownabbey Waste Collection Proposals (enclosed).

5 ITEMS FOR DECISION

5.1 G/MSMO/140 OPERATIONS COMMITTEE TERMS OF REFERENCE

Members will be aware that Antrim and Newtownabbey Borough Council conducts its business through a traditional committee system, where business is initially considered by one of its Committees forming a key component of Antrim and Newtownabbey Borough Council's corporate governance framework.

In line with good governance arrangements Terms of Reference (TOR) are required for each Committee. The previous terms TOR have been reviewed and updated to outline the Committee's core functions and define authority limits using a standardised format.

A copy of the revised draft Operations Committee Terms of Reference with tracked changes is enclosed for approval by Members prior to publication on the Council website.

RECOMMENDATION: that Members approve the Operations Committee Terms of Reference

Prepared by: Liz Johnston, Deputy Director of Governance

Approved by: Matt McDowell, Director of Parks and Leisure and Michael Lavery, Director of Sustainability

5.2 EH/EHS/FC/008 PUBLIC ANALYST APPOINTMENT

Members are reminded that Belfast City Council conducted a tendering process on behalf of the eleven Councils in Northern Ireland, for Public Analyst Services. The tender which was awarded to the Public Analyst Services (Northern Ireland) Ltd in April 2021, for a two year period ending on 31 March 2023 with the option of extension for a further two years until March 2025.

The contract has been operating satisfactorily and as a result it is proposed to action the extension clause for a further two years.

RECOMMENDATION: that the contract with the Public Analyst Scientific Service be extended for a further 2 years, in line with the agreed contractual arrangements.

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

5.3 EH/EHS/LR/011 SCHEME OF DELEGATION

Members are advised that following a recent restructure, it has been necessary to amend the delegated functions to include the Director of Sustainability. A copy of the Schedule (**enclosed**).

RECOMMENDATION: that the Schedule of Delegated Functions for the Director of Sustainability, Michael Laverty be approved.

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

Approved by: Michael Laverty, Director of Sustainability

5.4 EH/EHS/011 HEALTH AND SAFETY SERVICE DELIVERY PLAN 2023-2024

Members are reminded that monitoring guidance issued by the Health and Safety Executive Northern Ireland (HSENI) under Article 20 of the Health and Safety at Work Northern Ireland Order 1978 requires the Council to establish and maintain a planned Health and Safety activity programme on an annual basis.

A copy of the Health and Safety Service Delivery Plan 2023-2024 (**enclosed**).

RECOMMENDATION: that the Health and Safety Service Delivery Plan 2023-2024 be approved.

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

5.5 EH/EHS/018 FOOD SERVICE DELIVERY PLAN 2023-2024

The Council is required to produce an annual plan showing how it intends to fulfil its statutory duties and deliver Food Control services (**enclosed**).

The Plan sets out how Environmental Health will address both Council's statutory obligations.

RECOMMENDATION: that the Food Service Delivery Plan 2023-2024 be approved.

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

5.6 EH/EHS/006 SERVICE LEVEL AGREEMENT BETWEEN THE DEPARTMENT OF JUSTICE AND ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL FOR WARRANTED OFFICERS

Members are reminded that councils in Northern Ireland carry out work on behalf of the Department of Justice, in relation to the inspection of premises where explosives, namely fireworks and flares, are stored and sites where certain fireworks displays are staged.

This allows the Department of Justice to request Warranted Officers (Environmental Health Officers) from the council to carry out site inspections to ensure that explosive materials are stored in accordance with the Approved Code of Practice. Councils must then provide a written report of its findings to the Department within three weeks of receipt of the request to carry out an assessment. The site must be inspected again by the council within the next five years. The service level agreement is in respect of:

- A. The Manufacture and Storage of Explosives Regulations (Northern Ireland) 2006 (as amended) in respect of persons registered to store hazard type 3 & 4 explosives as defined in Service Schedule 1; and
- B. The Explosives (Fireworks) Regulations (Northern Ireland) 2002 (as amended) in respect of fireworks displays.

The current Service Level Agreement, previously agreed in 2018, has been reviewed and updated (enclosed) to reflect an increase in the costs to the councils associated with preparing consultation responses for applications renewals of premises registrations and required for storage of certain explosives such as fireworks and flares. The agreed fees are:

- £300 for work performed in relation to an initial registration
- £270 for a renewal application
- Associated mileage costs are also paid by the Department.

The Department will also pay the councils for the time spent by a warranted officer in assessing a fireworks display application (either site visit assessment or desktop only assessment), including the administration time required. The Department either issues or refuses to issue the display licence based on the recommendation of the warranted officer.

RECOMMENDATION: that the Service Level Agreement with the Department of Justice for The Manufacture and Storage of Explosives Regulations (NI) 2006, and The Explosives (Fireworks) Regulations (NI) 2002 be approved.

Prepared by: Karen Allen, Environmental Health Manager (Health and Safety)

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

Approved by: Michael Laverty, Director of Sustainability

5.7 L/GEN/073 JUNIOR PARK RUN

Members are reminded that Council currently supports three successful weekly parkrun events within the Borough located at Valley Park, Six Mile Water Park, Ballyclare, and Antrim Loughshore Park.

Council Officers have recently met with Athletics Northern Ireland, parkrun, local sports clubs, and community representatives within the Antrim area to explore the potential launch of a junior parkrun at Antrim Castle Gardens. The event is a free, timed 2 kilometre walk or run for 4-14 year-olds, organised exclusively by volunteers, and takes place in local parks on Sunday mornings. The setup fee for the event is £4000, which covers equipment and marketing costs.

There is currently one other junior parkrun within the Borough based at University of Ulster, Jordanstown, which services demand in the urban Newtownabbey area. Officers also propose to explore future opportunities for an event at Sixmilewater Park, Ballyclare.

RECOMMENDATION: that

- (i) approval be given for the use of Antrim Castle Gardens as a venue for a new junior parkrun on Sunday mornings.**
- (ii) funding of £4000 be provided to establish a junior parkrun event at Antrim Castle Gardens.**

Prepared by: Anna Boyle, Sport & Physical Activity Manager & Conor McCallion, Leisure Development Manager

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

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

5.8 L/LEI/002/VOL4 LEISURE GRANT AID PROGRAMME

Members are advised that during the second call for the Leisure Grant Aid Programme 2023/24 (June – July) a total of 28 applications were submitted. All 28 applications have been scored with a table setting out details and recommendations enclosed.

Should approval be given for the grants listed, the balances remaining in each funding category are set out below:

Category	No. of apps	Budget	Approved spend to date 23/24	No. of apps	Grants proposed (£)	Funding Balance remaining (subject to approval of application)
Capital Grants	1	£40,000	£0	0	£0	£40,000
Grants to Clubs	4	£25,000	£13,348	4	£5,430	£6,222
Grants to Athletes	18	£40,000	£25,326	12	£6,484	£8,190
Grants to Coaches and Officials	5	£7,000	£2,596	5	£3,000	£1,404
Sports Event Grant	7	£40,000	£15,755	4	£19,605	£4,640
Defibrillator Grant	7	£18,000	£15,538	0	£0	£2,462
Allocation total	44	£170,000	£72,563	28	£34,519	£62,918
Fitness suite Gold Card	2	20 Applications	2	2	2 eligible	16 applications
Total spend to date including this call, if approved £107,082						

RECOMMENDATION: that the Leisure Grant Aid Programme funding set out in the enclosure be approved.

Prepared by: Anna Boyle, Sport & Physical Activity Programmes Manager & Conor McCallion, Leisure Development Manager

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

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

5.9 G/MSMO/067 NEWTOWNABBEY ROTARY CLUB

Members are reminded that in 2022, Council provided permission for the Newtownabbey Rotary Club to plant a bed of purple crocus plants in Hazelbank Park. The purple crocus is a symbol of the Rotary's worldwide campaign to eradicate Polio.

The Rotary Club has again contacted Officers to seek permission to plant a bed at two locations; Lilian Bland Park and Mossley Park, as well as requesting financial assistance of £195 which is 50% of the cost of the bulbs. The planting will be completed by Council's Parks team as part of their daily tasks. (circulated).

RECOMMENDATION: that approval be granted for Newtownabbey Rotary Club to plant a bed of crocus at Lilian Bland and Mossley Park, and that Council contribute £195 to the costs

Prepared by: Angela Ross, Park Development Officer

Agreed by: Paul Mawhinney, Head of Parks Operations

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

5.10 CCS/REG/18 & CCS/REG/11 APPLICATION FOR RENEWAL OF PREMISES FOR CIVIL MARRIAGE / CIVIL PARTNERSHIP CEREMONIES

Members are advised that under the terms set out in the Marriage (Northern Ireland) Order and the Civil Partnership Act, Council are responsible for approving applications for locations for Civil Marriages and Civil Partnerships, known as a place approval. Place approvals last for a 3 year duration with the process requiring a public notice to be displayed for a three week period at the applicants location and a formal inspection conducted by the approving authority.

Council has received renewal applications from Dunsilly Hotel, Antrim and The Rabbit Hotel, Templepatrick. No objections have been received from the public notice, with the premises passing the formal inspection.

RECOMMENDATION: that the named premises are re-approved to hold a 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

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

5.11 PK/GEN/021 ULSTER IN BLOOM COMMUNITY CHAMPION & NORTHERN IRELAND AMENITY COUNCIL COMMUNITY ACHIEVER AWARDS

Members are reminded that Council participate annually in Ulster in Bloom and Northern Ireland Amenity Council Best Kept Awards. Correspondence has been received from both competitions seeking nominations for the Community Champion award.

A maximum of three individual nominations can be made per Council and it is therefore proposed that the following nominations are made:

- David Child / Thelma Jamison: Carnmoney Community Group
- Richard Wallace: Ballynure Friendship Group
- Una Johnston: TIDAL Toome

RECOMMENDATION: that nominations are made to the Translink Ulster in Bloom and Northern Ireland Amenity Council Best Kept Awards competitions 2023 as set out above.

Prepared by: Angela Ross, Parks Development Officer

Agreed by: Paul Mawhinney, Head of Parks Operations

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

5.12 WM/FM/015 TRANSITION TO LOW, ULTRA LOW AND ZERO EMISSION FUELS

Background

Since 2019 Council has been committed to reducing its impact on the climate by cutting carbon emissions from its operations and facilities. The Council vehicle fleet is primarily fuelled by mineral diesel, which is one of the principal sources of carbon emissions into the environment.

Council approved a Fleet Strategy in October 2021, which detailed proposals for managing and improving the efficiency and effectiveness of fleet operations with considerations for reducing the carbon impact in line with Council's Climate Action Plan.

To date, Council has implemented the following measures to reduce the emission of carbon from the operation of its fleet:

- Replacement of 4 diesel vehicles with electric powered models;
- Piloting the use of Ultra Low and Zero Emission Vehicles;
- Piloting the use of Hydrotreated Vegetable Oil (HVO) in a proportion of the current fleet;
- Assessing the possible conversion of existing heavy fleet items to hydrogen fuel progressing the potential for a partnership approach, with other public sector bodies, to share refuelling facilities;
- Driver training to encourage greater fuel efficiency during the operation of Council vehicles.

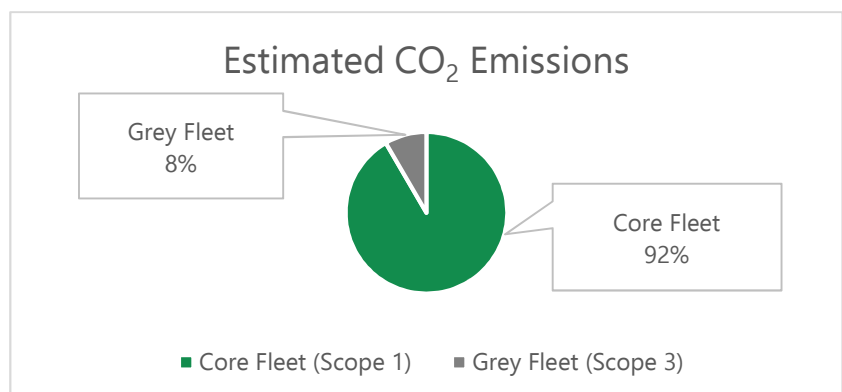
New Study

As part of the Fleet Strategy, Council approved the appointment of specialist support to carry out an analysis and review of the current fleet, grey fleet and infrastructure provisions in order to achieve the decarbonisation of our vehicle operations.

As part of this review, the following were to be established, a baseline for tonnage of carbon emitted from vehicles, an assessment on which alternative fuel option is deemed most suitable for the procurement of each type of vehicle, and what potential refuelling infrastructure was required.

The Report has been completed (**enclosed**) and has calculated the current carbon footprint for Council to be 560,000 Kg per annum from both fleet and staff vehicles emissions and the breakdown is as follows:

Area	CO ₂ (KG)
Core Fleet	513,400
Grey Fleet (Business Miles)	47,220
Total CO₂ Emissions	560,620



As 92% of the CO₂ emissions is from Council owned fleet, this will be the main focus of mitigation measures initially.

The Report identified the following fuel sources as potential alternatives for Council as part of the decarbonisation of the fleet:

- Electric
- HVO Diesel (Hydrotreated Vegetable Oil)
- Hydrogen
- BioMethane
- FAME Diesel (Fatty Acid Methyl Ester)

An assessment of the impact of each of these fuel types was carried out using the 5 factors as set out below:

	Electric	HVO	Hydrogen	Bio Methane	FAME
Emissions	5	4	5	2	1
Capital Cost	2	5	2	2	2
Running Cost	5	3	3	5	3
NI Fuel Availability	5	4	2	2	1
Infrastructure	3	3	2	2	1
Total Score	20	19	14	13	8

5 - Highly positive impact
 4 - Positive impact
 3 - Neutral impact

2 - Negative Impact
 1 - Highly negative impact

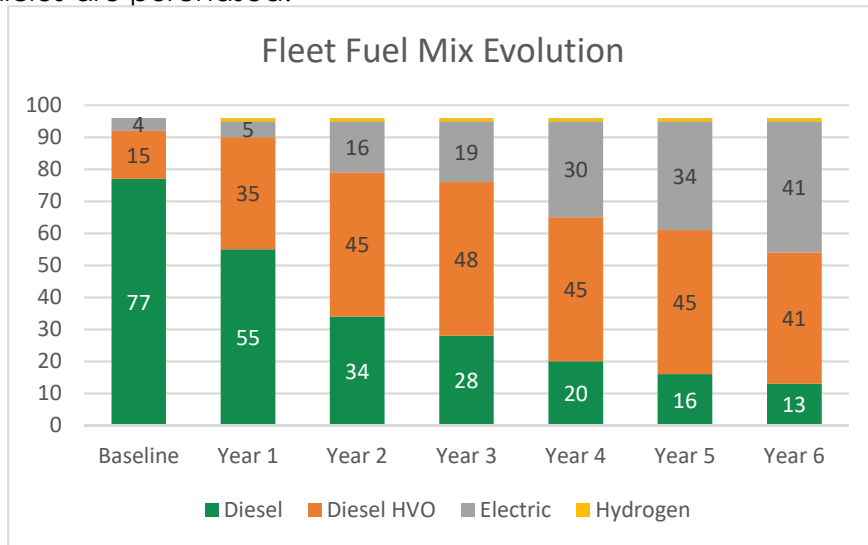
Based upon this assessment, these fuels, Electric, HVO and Hydrogen, has been evaluated for use by each vehicle category (small van, small sweeper, RCV, etc) and their individual vehicles' operational requirements (towing/non towing, daily mileage, etc).

As a result, its proposed that the following fuel sources will be used for these vehicles.

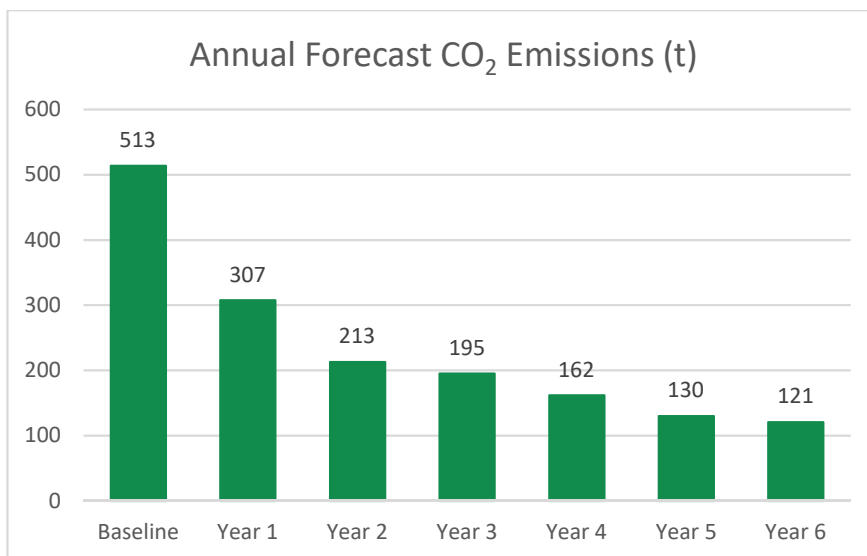
Type	Fuel Type
Small Van, Medium Van (Non-Towing), Large Van (Non-Towing), 3.5T Dropside,	Electric
Medium & large van (Towing), small & large sweeper, 4x4 Crew, specialised vehicles, box van, & 26T RCV	HVO
14T & 36T Hook Loader	HVO or Hydrogen

At present, these vehicles are diesel fuelled and while some vehicles can immediately change to HVO, others would transfer across at the scheduled

vehicle replacement (purchase) time. The graph below shows how the vehicle fuel mix would change over the next six years as replacement vehicles are purchased.



This mix of fuel types would result in a 76% annual decrease in CO₂ emissions within 6 years as shown below:



Over the next six years the cost of planned vehicle replacements as part of the normal fleet replacement programme would be:

- Diesel fuelled vehicles - £5.9 million of capital expenditure;
- Low emission vehicles - £6.8 million (including charging/fueling infrastructure).

To date Council has allocated £2.7 million capital spend for fleet replacement expenditure over the next two years but an additional £630,000 funds would be required to allocated during the 2024-25 estimate process if the low emission vehicles are to be purchased. This equates to £157,500 additional MRP (Marginal Revenue Provision) to be budgeted for in 24/25.

RECOMMENDATION: The Council's instructions are requested.

Prepared by: Lynda Gregg, Transport & Contracts Manager

Approved by: Michael Lavery, Director of Sustainability

5.13 WM/WM/40 CONSULTATION ON NORTHERN IRELAND'S 2030 AND 2040 EMISSIONS REDUCTION TARGETS AND FIRST THREE CARBON BUDGETS

The Northern Ireland Executive Office are seeking views on the 2023 and 2040 Emissions Reduction Targets, the first three Carbon Budgets and the Climate Change Committee (CCC) Advice report (The Path to a Net Zero Northern Ireland).

The consultation proposes 2030 and 2040 emissions reduction targets and five yearly 'carbon budgets'. These carbon budgets are legally-binding limits on the total amount of greenhouse gases that can be emitted in Northern Ireland for a five-year period and provide a way to benchmark Northern Ireland's progress in meeting climate goals.

- 2030 target - 48% emissions reduction by 2030 against the baseline;
- 2040 target - 77% emissions reduction by 2040 against the baseline;
- Carbon budget 1 2023-2027 - to be set at a level that has a 33% average annual reduction compared to baseline;
- Carbon budget 2 2028-2032 - to be set at a level that has a 48% average annual reduction compared to baseline;
- Carbon budget 3 2033-2037 - to be set at a level that has a 62% average annual reduction compared to baseline.

This consultation also presents an opportunity to seek views on the CCC Advice report which provides emission reduction pathways for the sectors specified in the Act. The sectors in the Act are Agriculture, Land Use and Land Use Change, including Forestry (LULUCF), Transport, Buildings, Energy Production and Supply, Business and Industrial Processes, Waste Management and Fisheries.

The CCC's report sets out how best Northern Ireland can achieve its emissions reduction targets. The CCC advice is modelled based on a series of pathways/scenarios. This includes an updated Balanced Pathway (83% to net zero by 2050), supplemented with a 'Stretch Ambition' scenario (93% to net zero by 2050) and two 'Speculative' options (100% to net zero by 2050).

Whilst the Emission Reduction Targets and Carbon Budgets impact a range of Council activities, much of the advice provided by the CCC are outside the remit of our services. In addition, the Climate Act stated aim is 100% to net zero by 2050 and as stated above some of the recommended pathways/scenarios do not meet this target. The full consultation document is available at this link (www.daera-ni.gov.uk/consultations/carbonbudget).

Members may wish to respond on a corporate, individual, or party political basis.

RECOMMENDATION: The Council's instructions are requested.

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

Approved by: Michael Lavery, Director of Sustainability

5.14 WM/S/002 TERMS OF REFERENCE FOR OPERATIONS WORKING GROUP

Council operates both a Sustainability (previously climate action) Working Group and the Fairtrade Steering Group to ensure the delivery of aims of campaigns and nominations are required for these groups.

The Sustainability Working Group is comprised of a representative from each party and oversees the development of sustainability initiatives and the delivery of the Climate Action Plan. The Terms of Reference for the Sustainability Working Group are **enclosed**. Previously the minutes from this Group were approved by the Policy and Governance Committee but following the creation of the Sustainability section, the Operations Committee will review the actions of the Group. The Group meets on a quarterly basis.

Antrim and Newtownabbey is an accredited Fairtrade Borough and part of the requirements of this accreditation is the provision of a Fairtrade Steering Group. Previously the Group comprised of a minimum of three Elected Members together with local community, business, and education representatives. The Group oversees activities during the annual Fairtrade Fortnight when a series of events and promotions highlight the Borough's continued support of Fairtrade. This Group usually meets at least 3 times per year. The Terms of Reference for the Fairtrade Steering Group in **enclosed**.

It proposed that Parties provide their nominations to the Sustainability Working Group to the Director of Sustainability by 18 September 2023 and volunteers for Fairtrade Steering Group are nominated at the Operations meeting.

RECOMMENDATION:

that

- 1. the terms of reference for the Sustainability Working Group and Fairtrade Steering Group are approved**
- 2. the Party Representatives are provided for the Sustainability Working Group by 18 September 2023;**
- 3. nominations are made for the Fairtrade Steering Group.**

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

Approved by: Michael Laverty, Director of Sustainability

5.15 PK/GEN/034/VOL4 PARKS AND OPEN SPACES SUB GROUP

At the most recent Parks and Open Spaces Sub-Group meeting on 2 August 2023, Members considered a detailed report. Arising from the meeting a series of recommendations were made for consideration by the Operations Committee and the minutes of the meeting are enclosed.

RECOMMENDATION: that the minutes of the Parks and Open Spaces Sub-Group meeting held on 2 August 2023 be approved.

Prepared by: Vicki Kyles, Personal Assistant 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

5.16 L/SAP/008/VOL3 SPORTS AWARDS WORKING GROUP MINUTES

Members are reminded that a working group made up of elected members and community sports representatives was established to progress Council's Sports Awards event. The Awards are scheduled for Wednesday 14 November 2023 at Theatre at the Mill. The minutes of the first meeting of the full working group are enclosed.

Nominations for the 2023 Sports Awards are now open via Council website and the deadline for entries being 21st September 2023.

RECOMMENDATION: that the minutes of the Sports Awards Working Group meeting of 9 August 2023 be approved.

Prepared by: Anna Boyle, Sport & Physical Activity Manager and Conor McCallion, Leisure Development Manager.

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

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

6 ITEMS FOR NOTING

6.1 FI/FIN/4 BUDGET REPORTS PARKS AND LESIURE

As agreed at the August Council meeting, quarterly budget reports will be presented to the relevant Committee or Working Group. All financial reports will be available to all Members. A short presentation outlining the Operations Summary Budget Report will be provided by the relevant Director.

The overall financial position of the Council will be presented to the Policy & Governance Committee. Budget reports for Parks and Leisure and Sustainability for Quarter 1 – April to June 2023 are **enclosed** for Members' information.

RECOMMENDATION: that the report be noted.

Prepared by: Richard Murray, Head of Finance

Agreed by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance & Governance

6.2 FI/FIN/4 BUDGET REPORTS – WASTE MANAGEMENT & ENVIRONMENTAL HEALTH

As agreed at the August Council meeting, quarterly budget reports will be presented to the relevant Committee or Working Group. All financial reports will be available to all Members. A short presentation outlining the Operations Summary Budget Report will be provided by the relevant Director.

The overall financial position of the Council will be presented to the Policy & Governance Committee. Budget reports for Parks and Leisure and Sustainability for Quarter 1 – April to June 2023 are **enclosed** for Members' information.

RECOMMENDATION: that the report be noted.

Prepared by: Richard Murray, Head of Finance

Agreed by: John Balmer, Deputy Director of Finance

Approved by: Sandra Cole, Director of Finance & Governance

**6.3 PT/CI/038 PERFORMANCE AND IMPROVEMENT PLAN 2023/24 -
PERFORMANCE PROGRESS REPORT QUARTER 1 – OPERATIONS**

As agreed at the August Council meeting, quarterly budget reports will be presented to the relevant Committee or Working Group.

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 2023-24 was approved in June 2023. This set out a range of challenging performance targets, along with six identified improvement objectives and a number of Statutory Performance Targets.

A first quarter progress report for Parks, Leisure, Waste Management, Cleansing Services, Environmental Health and Sustainability is **enclosed** for Members' information.

A short presentation on performance reports will be provided by the relevant Director.

RECOMMENDATION: That the report be noted.

Prepared by: Allen Templeton, Performance Improvement Officer

Agreed by: Lesley Millar, Head of Organisation Development

Approved by: Jennifer Close, Director of Organisation

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

Members are reminded that Northern Ireland Water produce an annual report (**enclosed**) to demonstrate water quality for each council in Northern Ireland based on the level of compliance for the physical, chemical and microbiological standards as laid out in the Water Supply (Water Quality) Regulations (Northern Ireland) 2017.

For monitoring purposes, Northern Ireland Water's supply area is divided into Water Supply Zones, each of which supplies a maximum of 100,000 people. There are 7 Supply Zones in the Borough.

Water samples are taken randomly from customer taps in each Supply Zone and planned samples at Supply Points. In summary, the findings for the Borough are:

- Compliance rate at the customer tap was 99.9% compliant in 2022
- A minor exceedance of iron was found in Dunmore Point Antrim and Dorisland Whiteabbey on 3 occasions out of 104 samples taken, with the cause being undetermined. Resamples proved satisfactory, requiring no further investigation.

Overall, the report reflects that water quality in the Borough complies with the Water Supply (Water Quality) Regulations (NI) 2017.

RECOMMENDATION: 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

6.5 EH/PHWB/012 POSITIVE AGEING MONTH

Members are reminded Environmental Health is actively involved in promoting Age Friendly initiatives within our community. A key initiative is the promotion of 'Positive Aging Month' during October. The aim of Positive Ageing Month is to recognise and celebrate the valuable contributions that older people make to our local community and the wider Antrim and Newtownabbey Borough.

A dedicated booklet for Positive Ageing Month has been created and distributed, available in printed form and electronically. This informative booklet will highlight a range of events and activities scheduled to take place throughout the entirety of October. As well as publicising the booklet on social media, a link to the booklet will be circulated to groups and individuals by email through Council's Community Planning, Health and Wellbeing and Antrim and Newtownabbey Senior Forums databases. The booklet can be accessed starting mid-September through the following link:

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

Beyond the events calendar, the booklet will highlight groups that run throughout the year providing residents with an opportunity to explore and potentially engage in new activities. In conjunction with this, sections in the booklet provided by the Council's Parks and Leisure, Community Advice and Libraries NI will encourage individuals to embrace an active lifestyle, engage in learnings and foster meaningful connections.

Throughout Positive Ageing Month, a series of Health and Wellbeing events are planned. These events are tailored to each District Electoral Area (DEA) and will be hosted in local venues, with one event per DEA. Invitations to the events will be extended to the statutory, community and voluntary sectors.

The primary objective of these events will be to inform attendees about the Public Health Agency "Take 5 Steps to Wellbeing Model" offering insights into methods for enhancing or sustaining health and wellbeing. Representatives of community groups affiliated with the respective DEA will provide a brief overview, offering insights into their initiatives and activities. This will give residents the knowledge about the diverse opportunities available nearby, potentially inspiring them to discover and join new groups or activities.

Attendees will also have the opportunity to engage with a variety of stands hosted by, Police Community Safety Partnership (PCSP), Police Service Northern Ireland (PSNI), Northern Ireland Fire and Rescue Service (NIFRS), Community Advice, Antrim and Newtownabbey Seniors Forum and Libraries NI as well as Council's Leisure and Health and Wellbeing teams. Furthermore, residents will be able to avail of blood pressure and weight checks as well as an opportunity to get a free home safety check.

The table below provides the details of each event. Invites will be shared to these events across media platforms and are free to attend. Elected members will also receive invitations to the events within their specific DEA.

Date / Time / Locations:

	DEA	Venue	Date	Time
1	Antrim	Stiles Community Centre	2-10-23	10.30am-12.30pm
2	Glengormley	Lillian Bland Pavilion	6-10-23	10.30am-12.30pm
3	Ballyclare	Ballyclare Town Hall	11-10-23	10.30am-12.30pm
4	Dunsilly	Neillsbrook Community Centre, Randalstown	13-10-23	10am-12.00pm
5	Threemilewater	Mossley Pavilion	17-10-23	10.30am-12.30pm
6	Crumlin	Crumlin Leisure Centre	19-10-23	10.30am-12.30pm
7	Macedon	Valley Leisure Centre	26-10-23	10.30am-12.30pm

RECOMMENDATION: that the report be noted.

Prepared by: Kelly Doyle, Environmental Health Officer

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

Approved by: Michael Laverty, Director of Sustainability

6.6 EH/PHWB/012 AGE FRIENDLY NEWSLETTER

Members are reminded that the Environmental Health is actively engaged in work to make the Borough a more Age Friendly environment. The approach taken aligns with the World Health Organisation's (W.H.O) framework comprising eight key domains; Outdoor spaces and buildings, Transport, Housing, Social participation, Respect and social inclusion, Civic participation and employment, Communication and information, Community support and health services.

Our aims are to develop communities where, as people grow older, they can lead independent and healthy lives, while stay engaged in their communities and remain socially connected and physically active.

One significant domain among the W.H.O's eight is Communication and Information. In order to enhance active ageing and sustained connectivity it is vital the residents in our Borough receive timely and practical information.

To fulfil this need, an Age Friendly Newsletter has been introduced:

'News for You, Age Friendly Newsletter, Antrim and Newtownabbey'.

Found at: <https://antrimandnewtownabbey.gov.uk/positive-ageing/>

In the creation of this newsletter, the Age Friendly officer had collaborated closely with partners of the Age Friendly Steering group, namely; Antrim and Newtownabbey Seniors Forum, Public Health Agency, Northern Ireland Housing Executive and Northern Health and Social Care Trust in order to develop content that meets the communities' interests and needs.

Issued on a quarterly basis, with planned editions each January, April, July and October, each edition aims to highlight key activities running throughout the Borough. It serves as a platform to provide important seasonal safety messages. The newsletter will also contain information about Council activities and a space for Statutory, Community and Voluntary groups to showcase the range of events, services and activities accessible to residents.

The newsletter will be available both as a hard copy and on the Council website and will be promoted through various social media channels. To ensure inclusivity, the newsletter can be requested, in a range of alternative formats including; easy read and larger font versions. Furthermore, we will actively seek feedback following each edition to ensure the newsletter is meeting the needs of the readership.

RECOMMENDATION: that the report be noted.

Prepared by: Kelly Doyle, Environmental Health Officer

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

Approved by: Michael Lavery, Director of Sustainability

6.7 EH/EHS/CP/003 OFFICE FOR PRODUCT SAFETY & STANDARDS GRANT FUNDING FOR THE CAPACITY & CAPABILITY BUILDING PROGRAMME IN NORTHERN IRELAND: NON-FOOD PRODUCTS 2022/23

Members are reminded that since 2018, The Office for Product Safety & 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 has included a grant funding arrangement either made directly to Council or through a Service Level Agreement with a lead Council.

An offer of grant funding of a maximum amount of £55,000 has been received for eligible expenditure in undertaking funded activities. This will be paid in financial year ending on 31 March 2024 directly to the Council.

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;
- ensure adequate prioritisation of effort and resource against OPSS policy and national regulatory interests;
- ad hoc requests for case studies or other additional information.

The funding will be drawn down based on spend on the resource allocated to complete the specified activities above. Most of the work will be based on the 2023/2024 Consumer Safety Liaison Group work-plan and by allocating an existing full time equivalent Environmental Health Officer to this work.

RECOMMENDATION: that the report be noted.

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

Approved by: Michael Laverty, Director of Sustainability

6.8 EH/EHS/LR/007 REVIEW OF DOG CONTROL ORDERS

Members are reminded that within the Borough, Dog Control Orders (DCOs) are currently in place and have proven largely effective in parks and open spaces in controlling the behaviour and activity of dogs.

Following the Clean Neighbourhoods and Environment Act (NI) 2011 becoming law, both legacy councils introduced Dog Control Orders in 2013 and there are currently 8 in place

<http://www.antrimandnewtownabbey.gov.uk/Residents/Dogs/Dog-Control-Orders>.

The legislation aims to facilitate a safe and harmonious co-existence between people and dogs. Every dog owner has the responsibility to ensure the welfare of their dog and ensure that their dog does not become a nuisance to others who enjoy parks spaces.

While the majority of dog owners are responsible, the Dog Control Orders established guidelines for dogs within a given area offering a balance between (i) areas where they can be off leads, (ii) areas where they are required to be kept on a lead, (iii) or restricted from specific areas.

These orders provide a basis with which to deal more effectively with dog fouling, nuisance dogs and the protection of children and others using our public spaces and facilities.

Section 42 of the Clean Neighbourhoods and Environment Act (NI) 2011, a Dog Control Order can be made in respect of any land which is open to the air and which the public are entitled or permitted to have access.

In the forthcoming months, a review of the existing Dog Control Orders across the Borough will be carried out in light of recent modifications and new additions to some parks. This review will adhere to the protocols outlined in The Dog Control Orders (Procedures) Regulations (Northern Ireland) 2012. It is envisaged that there will not be substantial changes to the existing control orders that are already in place but that proposed changes will reflect the dynamic surroundings.

Throughout the review process the efficacy of the current DCOs will be evaluated alongside relevant data to determine the necessity for any additional orders. The Council is bound to follow the guidance issued by DAERA:

<https://www.daera-ni.gov.uk/publications/guidance-district-councils-dog-control-orders>

This guidance underscores the importance of striking a balance between the interests of dog owners and those impacted by dog related activities. This involves providing dog free zones, particularly for children, while affording dog owners access to areas where they can exercise their pets without undue

constraints. Members are reminded that two dog parks have been provided in recent years which offer dog owners additional spaces to exercise dogs off leads

The process necessitates the need for public consultation, which will identify the land to which the proposal applies, a summary of the order arrangements will be provided and a map depicting the area to which the order applies. All information will be made accessible to the public and a period of 28 days is allowed for visitors and residents to make representations on any proposed changes. The Council must consider representations received within the stipulated notice period. A further report will be brought to Members before the consultation process commences.

RECOMMENDATION: that the report be noted.

Prepared by: Helen Harper, Deputy Head of Environmental Health

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

Approved by: Michael Laverty, Director of Sustainability

6.9 EH/EHS/002 SERVICE DELIVERY WELFARE OF ANIMALS (NI) ACT 2011

Since April 2015, Mid and East Antrim Borough Council has acted as a Sub-Regional Lead Council responsible for the delivery of the Animal Welfare Service across the Northern Region (Mid and East Antrim; Antrim and Newtownabbey; and, Causeway Coast and Glens).

Since the introduction of the legislation in 2011, the Department of Agriculture, Environment and Rural Affairs (DAERA) has consistently provided discretionary funding to Councils to deliver the service. Mid and East Antrim Borough Council as a Sub-Regional lead since 2015 has been granted funding by DAERA to deliver the Animal Welfare Service on behalf of the three respective Councils.

In July 2023, the Permanent Secretary for DAERA has written to Solace NI, informing them of a reduced budgetary allocation for 2023/2024. This allocation falls short of the resources needed to deliver all their existing programme commitments and in providing funding to others. DAERA has conveyed that unless this position changes, the Department will be unable to provide the same level of funding that has been available in previous years. Notably, the funding last year for all Councils was £1.2 million, with MEA receiving £350,000 based on service requirements. To bridge the funding gap, MEA has been utilising its own resources to support the three Councils from April 2023 until the present time, operating under the assumption that the Departmental funding would become available. The contribution from the Council to the sub-regional service is estimated to be around £140,000 for 2023/2024.

On the 23 August 2023, the Permanent Secretary for DAERA once more communicated Councils (enclosed) providing further clarity regarding the availability of funding. The communication affirmed that there will be no allocation of funds to Councils in this current financial year. It clarified that the Department must discharge its own statutory responsibilities within the limits of its budgetary allocation and is unable to support Councils with their statutory responsibilities for non-farmed animal welfare.

As Council has a legal responsibility to provide this animal welfare service to non-farmed animals, there is a commitment to maintain the provision, and Officers are actively exploring potential options with MEA. It is envisaged that proposals for the delivery of the service will be presented at the next Operations Committee meeting.

RECOMMENDATION: that the report be noted.

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

Approved by: Michael Laverty, Director of Sustainability

6.10 DIR/OPS/003 PREVENTATIVE MEASURES ON BRIDGES

Following a request at a previous meeting of Operations Committee that the Department for Infrastructure be contacted regarding suicide prevention measures at bridges, a response has been received, from the Divisional Roads Manager, **enclosed**.

RECOMMENDATION: that the correspondence be noted.

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

Agreed and Approved by: Geraldine Girvan, Director of Operations