



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD
IN ANTRIM CIVIC CENTRE ON MONDAY 7 OCTOBER 2019 AT 6.30 PM**

- In the Chair** : Alderman J McGrath
- Members Present** : Aldermen - T Burns and M Girvan
Councillors – J Archibald, A Bennington, M Cooper,
R Foster, J Gilmour, N Kelly, R Kinnear, A Logue,
J Montgomery, N McClelland and S Ross
- Non Committee Members** : Alderman L Clarke
Councillors – R Lynch, V McAuley, V McWilliam and B Webb
- Officers Present** : Director of Operations - Ms G Girvan
Head of Leisure – Mr M McDowell
Head of Waste Management – Mr M Lavery
Head of Environmental Health – Mr C Todd
Head of Parks – Mr I McMullan
ICT Officer – Mr J Higginson
Media and Marketing Officer – Mrs A Erwin
Mayor and Member Services Officer - Mrs S Fisher

CHAIRPERSON'S REMARKS

The Chair welcomed everyone to the October Operations Committee meeting and reminded all present of recording requirements.

1 APOLOGIES

Councillor R Swann

2 DECLARATIONS OF INTEREST

None

3 ITEMS FOR DECISION

3.1 EH/PH/WB/5 - UTILITY REGULATOR – REVIEW OF THE NORTHERN IRELAND SUSTAINABLE ENERGY PROGRAMME & ENERGY EFFICIENCY PROVISION

Members were reminded that the Environmental Health Service has a Community and Wellbeing Officer in the team. The remit of this position includes provision of Energy Efficiency Advice and to assist householders to access the Northern Ireland Sustainable Energy Programme grants for energy efficiency improvements to homes within the Borough.

The Utility Regulator, who is responsible for Northern Ireland Sustainable Energy Programme (NISEP), is currently undertaking a consultation on the review of the scheme. This will inform future provision of energy efficiency support schemes and more broadly, the development of an energy strategy. The Utility Regulator has published a discussion paper with fifteen questions which will help shape the future direction of the Programme.

The main areas the discussion paper considers were:

- Are the objectives of the current scheme appropriate?
- Is the current scheme targeting the right people?
- Are the current measures available correct?
- How could a 'one-stop-shop' option be organised?
- Are there any overlaps with other schemes?
- Are there lessons to be learnt from elsewhere?

A copy of the Discussion paper and draft response was circulated. Responses to the discussion paper were required by the 11 October 2019. Officers therefore propose to submit the response, including any comments agreed at the Operations Committee, by the consultation deadline, subject to ratification at the October Council meeting.

Proposed by Councillor Archibald

Seconded by Councillor Montgomery and agreed that

the response to the Discussion paper on the Review of the Northern Ireland Sustainable Energy Programme & Energy Efficiency Provision prepared by Environmental Health Northern Ireland is approved.

ACTION BY: Alison Briggs, Principal Environmental Health Officer (Health and Wellbeing)

3.2 EH/EHS/LR/007 DOG CONTROL ORDERS – PROPOSED AMENDMENTS

Members were reminded that a number of Dog Control Orders (DCOs) are currently effective in the Borough.

These DCOs identify areas, mainly in Council owned parks, where dogs may be exercised off-lead, must be kept on a lead or are excluded.

The development of dog parks near the Antrim Loughshore Park/Antrim Forum and the Valley Park required a review of provisions.

Antrim

In Antrim, an enclosed area is being created where dogs can be exercised off lead. This enclosed park is located within an area where dogs are currently excluded. It was proposed to amend the Dog Exclusion (Antrim Borough Council) Order 2013 and the Dogs on Leads (Antrim Borough Council) Order 2013 to:

- i. remove the requirement for dogs to be excluded from this area and
- ii. to permit dogs to be walked on lead, in the area directly in front of the entrance to the new dog park.

Valley Park, Newtownabbey

The development of a dog park within the Valley Park, Newtownabbey had also created an enclosed area where dogs can be exercised off lead. There were currently no restrictions on dogs in this area, therefore no amendments to the Dog Control Orders were required.

Mossley (Pavilion) Park

Currently dogs were excluded from all sports pitches and play areas within Mossley Park. Dogs were not restricted on the green area between Campbell Road and Carnmoney Road North. However, this green area is now being used as a sports pitch and it was proposed to amend The Dogs Exclusion (Newtownabbey Borough Council, Children's Play Parks and Recreation Grounds) Order 2012 to reflect this change of use. If approved, dogs would be excluded from this area.

To provide adequate open space where dogs can be exercised unrestricted off-lead within this park, it was proposed to amend the Dogs on Leads (Newtownabbey Borough Council) Order 2012 to remove restrictions on dogs in the remainder of the open spaces.

The maps showing proposed changes and current dog control orders were circulated.

Proposed by Councillor Kelly
Seconded by Councillor Ross and agreed that

the revisions proposed be adopted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.3 EH/PHWB/12 AGE FRIENDLY UPDATE REPORT

A number of updates in relation to Age Friendly initiatives were set out as below.

i. United Kingdom Network of Age Friendly Communities

Members were reminded that Council is applying to become a member of World Health Organisation Global Network for Age Friendly Cities and Communities and is also represented on the recently established Northern Ireland Age Friendly Network.

The United Kingdom Network of Age-Friendly Communities is an affiliate of the World Health Organisation's Global Network of Age Friendly Cities and Communities and supports its mission and aims to stimulate and enable UK cities to become increasingly age friendly. Supported by the Centre for Ageing Better the UK Network aims to:

- Inspire change by showing what can be done and how it can be done
- Connect cities and communities to facilitate the exchange of information, knowledge and experience
- Support cities and communities to find appropriate innovative and evidence based solutions

As Council was already showing its commitment to becoming a full member of the Global Network will now be eligible to apply to become a full member of the UK Network.

Five Councils from Northern Ireland are existing members of the UK network, these are:

- Lisburn City and Castlereagh Council;
- Belfast City Council;
- Ards and North Down Borough Council;
- Derry City and Strabane District Council; and
- Newry, Mourne and Down District Council

Membership of the UK Network is free, with secretariat and learning support provided by Ageing Better.

Members of the UK Network are expected to:

- Engage and communicate with the network, for example by responding to enquiries and surveys, attend events such as the annual conference and peer learning opportunities where possible and
- Positively promote the network and local and national work on ageing.

Membership will provide support to Council in its efforts to develop more age friendly places and communities. Council will also have access to range of benefits and resources:

- Invitations to events and other opportunities to connect with, learn from and share learning and information with other Age-friendly Communities in the UK and overseas

- Access to mutual support and resources through a network of practitioners, researchers, experts and advocates committed to fostering age-friendly environments in the UK and internationally
- Access to training and leadership development opportunities, and regular email updates on age-friendly issues
- Access to promotion, dissemination and speaking opportunities within the national and international network, including through the UK Network's webpages (www.ageing-better.org.uk/afc)
- Opportunities for collaboration, with the Centre for Ageing Better and others, such as research projects or joint publications.

ii. **“Age Friendly Together”**

As a member of the Northern Ireland Age Friendly Network, Council will receive notification of an event in November.

This follows a commitment given by the Network to hold an annual inclusive Age Friendly event where people with an interest will have an opportunity to raise and discuss important issues. This is designed to ensure that

The 2019 event “Age Friendly Together” will be held in Belfast City Hall on Friday 22 November 2019 and details were circulated. This will be used to officially launch the Network and to:

- Raise awareness of Age Friendly across Northern Ireland, and
- To consider engagement and priority issues for the Network.

The keynote speaker at the event is Ms Joan Martin, Chief Executive of Louth County Council and President of the Covenant on Demographic Changes.

Each Council has been allocated up to twenty delegate spaces. There is no cost to attend the event and the Department for Communities will cover transport costs.

In considering attendance, it is appropriate that both Members and local people have the opportunity. It is proposed to allocate six delegate places to Elected Members, and offer seven places each to Newtownabbey Senior Citizens Forum and Antrim Senior Citizens Forum.

Council officers who are members of the NI Age Friendly Network are also eligible to attend in addition to the twenty places.

iii. **Age NI – Local Government Elections 2019 Age Friendly Campaign**

Age NI is also a member of the Northern Ireland Age Friendly Network. In the run up to the 2019 Local Government Elections Age NI ran a campaign aimed at securing commitment from candidates that, if elected, they would commit to be an Age Friendly Champion in their Council role and work to promote and galvanise Age Friendly work within their councils.

All of Antrim and Newtownabbey Members signed the campaign pledge. Council is one of only two authorities where all Councillors have signed up and Age NI's aim is to have a one hundred per cent commitment from Members across all eleven Council areas.

The next stage of Age NI's campaign aims to support the development of productive relationships between older people and elected representatives. As part of Positive Ageing Month in October, Age NI are encouraging Members;

- To promote their Age Friendly Champion status
- Make contact with older people and services
- Listen to older people's views on what they would like to see happening in their community to make it more age friendly
- To think about how they can help drive engagement and co-production with older people at community level and
- Use social media to promote Age Friendly.

iv. Positive Ageing Month

To celebrate Positive Ageing Month and the contribution older people make to the local community and our Borough, a range of events and activities are planned throughout the month and were circulated.

Members will receive information directly from Age Northern Ireland on the campaign but are asked to liaise with Claudine Kelly, Council Age Friendly Co-ordinator with any feedback on current services or suggestions how to make the Borough more Age Friendly.

As part of the celebration Council is hosting a Dementia NI Real Lives Event on Tuesday 22 October from 12pm – 2 pm in Mossley Mill.

The aim of the event is to challenge associated negative assumptions in the hope that others will be more accepting, tolerant of the symptoms, and helpful towards people living with the condition.

The event is free of charge and lunch will be provided. Details of how to register for the event were circulated.

Proposed by Councillor McClelland
Seconded by Councillor Logue and agreed that

- i. The Council applies to become a member of United Kingdom Network of Age Friendly Communities (no cost);**
- ii. The Mayor, Deputy Mayor and the Chair and Vice Chair of Operations and Community Planning Committees, or their nominees, attend Age Friendly Together as an approved duty as well as representatives from both the Newtownabbey and Antrim Senior Citizens Forums.**

ACTION BY: Wendy Brolly, Environmental Health Manager (Health and Wellbeing)

3.4 EH/EHS/LR/11 SCHEME OF DELEGATION

Members were advised that following a review of legislation for which Environmental Health has responsibility, it is necessary to update the Scheme of Delegated Functions for the Director of Operations and the Head of Environmental Health. Copies of the revised Schedules were circulated.

The revision includes some new provisions and clarification on existing legislation relating to Brexit with the relevant functions highlighted.

Proposed by Councillor Montgomery
Seconded by Councillor Kelly and agreed that

the Schedule of Delegated Functions for the Director of Operations, Geraldine Girvan and Head of Environmental Health, Clifford Todd are adopted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.5 L/LEI/2 LEISURE GRANT AID

A total of 47 leisure grant applications were received in the second call in this financial year with 131 applications received to date in 2019/2020. For the same period last year the total number of applications was 81.

Applications have been scored and recommendations were circulated.

	Approved to date 2019/20			Applications this call (1/07/2019-30/08/2019)		Funding Balance
Category	No.of apps.	Budget	Approved spend to date 19/20	No.of apps.	Reqs (£)	Subject to recommendation
Capital Grants	0	£40,000	£0	0	£0	£40,000
Grants to Clubs	6	£30,000	£7,111	7	£5,097	£17,791.03
Grants to Athletes	46	£50,000	£26,009	18	£6,588.96	£17,401.22
Grants to Coaches and Officials	15	£15,000	£3,948	6	£1,980.25	£9,071.74
Sports Event Grants	8	£26,000	£15,246	3	£12,246.21	-£1256.21
Defibrillator Grants	5	£9,000	£7,500	5	£6,514.50	-£3,484.50
Totals	80	£170,000	£59,816	39	£32,190.71	
Fitness Suite Gold Card	6	20 gold cards		6		12 Remaining
Total spend to date including this call, if approved: £79,523						

A high volume of applications continues to be received. In order to meet current need within the 'Defibrillator' and 'Sports Event' categories, it is proposed that the amount of £10,000 of funding is reallocated from the 'Capital Grant' category to cover the requests; £5,000 to the 'Defibrillator' category, and, £5,000 to the 'Sports Events' category. This reallocation will meet the expectation for additional applications in the remainder of the financial year.

The table shows funding balances of categories less the recommended awards.

Category	Approved to date 2019/20		Funding Balances (If transfers are approved)
	budget	Proposed Budget	
Capital Grants	£40,000	£30,000	£30,000
Grants to Clubs	£30,000	No change	£17,791.03
Grants to Athletes	£50,000	No change	£17,401.22
Grants to Coaches and Officials	£15,000	No change	£9,071.74
Sports Event Grant	£26,000	£31,000	£3,743.79
Defibrillator Grant	£9,000	£14,000	£1,515.50
Totals	£170,000		

In response to a request, the Head of Leisure agreed that the grants available for defibrillators would be highlighted to clubs and community groups.

Proposed by Councillor McClelland
Seconded by Councillor Logue and agreed that

- i. **The grant awards as detailed are approved.**
- ii. **£10,000 of funding is reallocated from the 'Capital Grant' category to cover the requests received in the 'Defibrillator' and 'Sports Event' categories; £5,000 to the 'Defibrillator' category, and, £5,000 to the 'Sports Events' category.**

ACTION BY: Janine Beazley, Grants and Special Projects Officer

3.6 PK/GEN/150 DAERA CONSULTATION ON MANAGEMENT MEASURES FOR WIDELY SPREAD INVASIVE ALIEN SPECIES IN NORTHERN IRELAND

INTRODUCTION

The Department of Agriculture, Environment and Rural Affairs (DAERA) is consulting on the proposed introduction of 'Management Measures for Widely Spread Invasive Alien Species (IAS) in Northern Ireland' and details were circulated.

The document highlighted the regulation that applies; 'The Invasive Alien Species (Enforcement and Permitting) Order (Northern Ireland) 2019', and detailed the primary alien invasive species of concern:

Plants:

- Nuttall's waterweed
- Chilean rhubarb
- Giant hogweed
- Himalayan balsam
- Curly waterweed
- American skunk cabbage
- Parrot's feather

Animals:

- Grey Squirrel
- Slider terrapins
- New Zealand Flatworm

Most of the current and proposed management actions detailed, do not require a licence. The document defines those measures that can lawfully be undertaken with and without a licence.

A draft response was circulated for consideration.

In addition to the responses was proposed to suggest that alongside the introduction of the Order, awareness sessions surrounding the new legislation, the management measures and its restrictions, should be arranged for all interested public organisations and groups, to include local authorities.

As insufficient notice was provided by DAERA to permit Council consideration in the set timeframe, an extension had been granted to/requested and for submission of Council's response by the end of October 2019.

Proposed by Councillor Foster

Seconded by Councillor Archibald and agreed that

the Committee approves the response to the consultation on management measures for widely spread Invasive Alien Species in Northern Ireland, as set out including the additional proposal.

ACTION BY: Elaine Upton, Countryside Officer

3.7 PK/GEN/085, PK/GEN/041: RATHCOOLE AND CRUMLIN ALLOTMENTS

Introduction:

Members were reminded that Council approved plans to develop two new allotment facilities in Rathcoole and Crumlin.

Lands at Rathcoole adjacent to Rathcoole Primary School which were identified as being suitable, were in the process of being released from a restrictive lease from the Education Authority (EA) to Council. A total of 28 allotment plots (14 small; 14 medium) will be available to rent, two medium beds will be subdivided into smaller raised units for disability access, and an

additional 12 raised beds would be provided for the primary school within their grounds.

A further allotment facility would be developed on Council land to the rear of Crumlin Leisure Centre, accessed by Orchard Road. The site would have a total of 30 allotment plots (10 small; 20 medium). Two medium beds would be subdivided into smaller raised units for disability access. It was anticipated that both facilities would be opened by late Spring 2020.

Allotment Management:

Council would administer the allotment plots at both sites.

It was proposed to assign the release of plots to Borough residents as follows:

1. January/February 2020

- letters will be circulated in the middle of January 2020 to those already on the waiting list for each specific site, to confirm interest and secure a plot by payment of the annual fee. (cut-off date Friday 14 February 2020)
- Subsequently, allotment tenants at other Council sites within the Borough, who live in the Crumlin or Rathcoole catchment areas, will be written to by the middle of January to provide the option for relocation. These will be considered between 14 and 28 February subject to available space and agreement to surrender of current tenancy within 4 weeks.

2. February/March 2020

- Expressions of interest will be sought in both areas late February, with plots allocated on a first come first serve basis. Expression of interest information will be made available in the Dunanney Centre and Crumlin Leisure Centre, with information placed in the next Borough Life, web site and social media.
- Expressions of Interest from people with accessibility needs will be sought and processed on a similar basis through a specific application form.

3. March/April 2020 – letters of offer will be confirmed and plots allocated on the following basis.

- initially to those on site-specific waiting list
- relocating plot holders
- applicants from the February /March Expressions of interest
- plots will be allocated at each stage on a first-come; first-serve basis up and until all plots are allocated – those who have applied through the expression of interest for the raised units will be considered at the first stage
- any remaining plots shall be opened out to those residents on Council's wider waiting list.

It was expected that tenants would be able to access their plots from mid-May 2020, (or earlier if this is possible) and would thereafter renew their rental annually in mid-December.

The Parks team would arrange for the delivery of free recycled compost to the facilities in order to support the new tenants soon after allocation of plots.

Proposed by Councillor Foster
Seconded by Councillor Logue and agreed that

the proposals for the allocation of plots at Rathcoole and Crumlin allotments are approved as set out above.

ACTION BY: Elaine Upton, Countryside Officer

3.8 WM/SC/01 FUNDING APPLICATION FOR GRANITE PAVEMENT CLEANER

Members were reminded that Council has received funding from the Department for Communities (DfC) for public realm schemes in Antrim, Ballyclare, Glengormley and Randalstown. The schemes have all included new granite paving in these towns Council carries out deep cleans through a specialist external contractor, once a year.

The potential of funding from DfC has become available for the purchase of a piece of equipment to clean these pavements on an ongoing basis. A cleaner has been trialled on an area of granite pavement and officers were impressed with the machine's ability to clean and improve the appearance of the granite. It is envisaged that the use of the machine will not remove the requirement for the annual deep clean, it will ensure an improved appearance for the paving throughout the year. Officers have identified the potential to add both salting and sweeping attachments making the equipment more flexible across the seasons.

If successful, the DfC funding will be for up to 90% of the value of the equipment up to a maximum of £60,000. The Council's contribution is therefore estimated at between £5,650-£15,800 depending on whether salting and sweeping attachments are eligible for funding. While the salting and sweeping attachments would increase Council's service capacity, it is unclear whether their costs will be covered under this scheme and clarification cannot be obtained until funding award. These are estimated to cost £5,000 each.

Due to the need to procure and purchase before the end of the current financial year, it is deemed prudent to seek Council approval prior to final decision on the funding application.

This capital purchase was not included on the Fleet Replacement Plan that was approved in January 2019 and the additional spend would be covered by savings in other waste management fleet purchases.

Proposed by Councillor Bennington

Seconded by Councillor Montgomery and agreed that

subject to a successful funding application to the Department for Communities for 90% of costs up to a maximum of £60,000, that Council approves the purchase of a pavement cleaner, with attachments as set out above at an estimated cost of £66,000, Council's contribution being £5,650 - £15,800.

ACTION BY: Michael Lavery, Head of Waste Management

3.9 WM/WM/32 CHARTERED INSTITUTION OF WASTES MANAGEMENT (NI) CONFERENCE

The Chartered Institution of Wastes Management (CIWM) Northern Ireland has organised a Resource Conference on 'The Future for Plastic' at Titanic Belfast on Thursday 24 October 2019.

The Conference has a range of waste and resource management sector professionals, opinion formers and policy experts from across the UK and Europe speaking during the day.

A summary of the current agenda was circulated and the conference rate is £95 per delegate. The Head of Waste Management and Contracts Manager will attend and the event is also open to elected Members.

Councillor Foster was nominated by Councillor Montgomery and Councillor Ross was nominated by Councillor Bennington.

Proposed by Councillor Montgomery
Seconded by Alderman Girvan and agreed that

the attendance of Councillors Foster and Ross and two officers at the Chartered Institution of Wastes Management (NI) Conference at Titanic Belfast at a cost of £95 per person be approved.

ACTION BY: Michael Lavery, Head of Waste Management

4 ITEMS FOR INFORMATION

4.1 EH/EHS/015 SUNBED SAFETY 2019 - SUNBED UNDERAGE SALES TEST PURCHASE EXERCISE

Skin cancer rates in Northern Ireland have trebled in the last 25 years and is now the most common form of cancer here accounting for 28% of all diagnosed cases. The Skin Cancer Prevention Strategy and Action Plan was launched by Department of Health and Social Services and Public Safety in July 2011 and focuses on preventative measures and early detection. A cross-sectoral group has been established by the Public Health Agency to implement the action plan contained within the strategy.

Councils have a statutory duty to enforce the provisions of the Sunbeds Act (Northern Ireland) 2011 which came into effect in May 2012. The Act prohibits the use or sale and/or hire of sunbeds to persons under the age of 18. Research has shown that sunburn in childhood and exposure to ultraviolet light from sunbeds can greatly increase the risk of developing skin cancer in later life. The Public Health Agency has set a target for all premises operating sunbeds to be subject to test purchasing at least once every two years.

There are currently 27 premises offering sunbeds for use in the Borough. The purpose of carrying out a test purchase exercise was to ensure that the businesses were complying with the law in respect of preventing anyone under the age of 18 from using a sunbed.

Eight premises were visited in August 2019. In all cases the sale was refused resulting in 100% compliance in relation to the age restriction requirement of the Sunbeds Act. This is the first occasion when full compliance has been demonstrated by the operators of sunbed premises. Further test purchasing in relation to other requirements of the Act will be carried out next year.

A copy of the full report of the test purchase exercise was circulated.

Proposed by Councillor Archibald
Seconded by Councillor Bennington and agreed that

the report be noted.

NO ACTION

Councillor Montgomery left the Chamber during the next item.

4.2 L/LEI/012, L/LEI/428 INTRODUCTION OF NEW INTERMEDIATE LEAGUE GROUNDS CRITERIA

Introduction

Members were advised that in February 2019, the Irish Football Association (IFA) approved an 'Intermediate Football Restructure'. The IFA has set out that one of the long term objectives within its 5 year Strategy 2017-2022 is to reinvigorate the everyday game and within this to restructure Intermediate Football to raise standards and continue the development of the game at this level. Aiming to reduce the number of teams competing at Intermediate level from 117 to 68, the IFA has also agreed changes to Intermediate grounds criteria.

They state that they are seeking to improve the standard of football on the pitch introducing a more standardised league format and enhancing the quality of facilities and the spectator experience.

Intermediate Football Ground Criteria

A copy of information on the Restructure and the associated Intermediate Football Ground Criteria was circulated for information.

Improvements will be required to be made to Intermediate football grounds over the next 12 to 18 months.

To achieve Intermediate status for the season 2021/2022, clubs must:

- (i) comply with new criteria for grounds while also
- (ii) qualifying for 1 of the 68 places available
- (iii) Apply to the IFA to indicate that they will be able to progress towards achieving this level by January 2021

Council currently has four Intermediate standard pitches: the Diamond Rathcoole (2), Mossley (1), and Monkstown (1). Currently there are three teams of Intermediate status using Council facilities, two that play at Mossley on alternate Saturdays, and one at Monkstown. All three clubs are seeking reassurance from Council that reasonable efforts will be made to help them retain and comply with the Intermediate grounds criteria.

Initial assessments against the criteria have been carried out and the estimates for works that will ensure compliance at Mossley will be around £15,000 and at Monkstown will be around £23,000. The differences in estimated costs can be accounted for by the different topography at the two sites. These estimates are based on the minimum essential works using hedging as screening (with modified team shelters to satisfy spectator requirements). Works are required to be carried out at any pitch before the decision is made by the IFA as to which clubs will be in the 68 places in the Intermediate League.

Proposed by Councillor Foster

Seconded by Alderman Burns and agreed that

the report be noted and that Officers write to the IFA requesting that they make funding available for any works required and in the event that this is not possible that they carry out a thorough consultation with all stakeholders in relation to the proposals set out in the 'Intermediate Football Restructure' document.

ACTION BY: Matt McDowell, Head of Leisure & Ivor McMullan, Head of Parks

4.3 L/LEI/00/10 DISABILITY SPORT NORTHERN IRELAND

Background:

Members were reminded that in May 2017, Council approved a partnership with Disability Sport Northern Ireland (DSNI) for the delivery of the Active Living 2021, Disability Sports Hub Project. As part of the project, Council nominated three Leisure Centres as Disability Sports Hubs; Valley Leisure Centre (V36), Antrim Forum and Allen Park, with DSNI providing specialised sports equipment worth £48,000 for use at these three venues. The equipment includes disabled

friendly bicycles and trikes, sports wheelchairs, and a range of sensory equipment. A full list of equipment was circulated.

Members were also reminded that two pool pods have been installed, one at the Valley Leisure Centre and one at Antrim Forum. These pods which cost £30,000 were funded by DSNi and Council. These pods are designed to transform access to swimming pools for people with disabilities and restricted mobility. Due to the shape and dimensions, the swimming pool at Sixmile Leisure Centre was not suitable, however this will be kept under review in case new designs allow a pod to be installed.

From the inception of the Disability Hub, Officers have developed several programmes and have worked closely with numerous organisations to facilitate the use of the disability sports equipment. Furthermore, Officers are currently exploring a bike and trike free hire scheme at V36 and Antrim Castle Gardens whereby users can easily access the bikes, receive training on their use, and enjoy the natural surroundings that both venues provide.

Following a request from a Member, the tandem bicycles purchased by legacy Newtownabbey be located and added to the inventory of disability sports equipment.

Proposed by Councillor Kelly

Seconded by Councillor McClelland and agreed that

the report be noted and tandem bicycles assessed for inclusion in the inventory of equipment.

ACTION BY: Anna Boyle, Sport & Physical Activity Development Manager

4.4 L/LEI/001 LEISURE CAPITAL PROJECTS UPDATE

Members were reminded that throughout 2018/2019, Council approved several capital projects designed to further enhance leisure provision across the Borough. This represents an investment by Council of around £2.7 million and demonstrates the commitment to offering excellent leisure facilities as well as evidencing the importance that Council attaches to the health and wellbeing of residents. Details of the projects are listed below.

Project	Expected Completion
Modernisation of Receptions in Antrim Forum/Sixmile LC/Valley LC	October 2019
Changing Places (Enhanced Accessible Changing) Valley LC and Antrim Forum	October 2019
Sixmile LC Gym Refurbishment	October 2019
Valley LC Spa	October 2019

Antrim Forum Car Park Resurfacing	December 2019
More Soccer Pitch Resurfacing Phase II – Valley LC	December 2019
Antrim Stadium Track Resurfacing	April 2020
Urban Sports Park – V36 at the Valley	September 2020

The More membership also continues to be a significant success across leisure centres, with leisure memberships almost doubling in number to over 9,000 since the scheme's inception. Furthermore, the current restructuring across leisure and continued commitment of staff to continuous improvement contributes to Council's priorities as set out in the Corporate Improvement Plan, namely increasing the number of people who use our leisure centres.

Following a question from a Member, the Head of Leisure confirmed that the Friends and Family leisure membership and full referral scheme are currently being developed.

Proposed by Councillor Bennington
Seconded by Councillor Foster and agreed that

the report be noted.

NO ACTION

Councillor Montgomery returned to the Chamber.

4.5 PK/GEN/088 DOG PARKS

Following approval for development of two dog parks at Valley Park and Antrim Forum the works are well underway (maps were circulated).

Update on Current Position:

Fencing, water supply, benches, bins signage and agility equipment will be in place in both areas by the end of October, with the parks expected to open in early November. Bark in the Park events are being organised through the Enforcement team to coincide with the openings.

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed that

the report be noted.

NO ACTION

Alderman Burns left and returned to the Chamber during the next item

4.6 PK/GEN/021 TRANSLINK ULSTER IN BLOOM 2019

Introduction:

The results of the Translink 2019 Ulster in Bloom awards were released at Mossley Mill on Wednesday 18th September.

Council has had another extremely successful year. The results for the Borough were as follows:

- Ballynure: **Winner** - Small Village
- Ballyeaston: **Joint Third** - Small Village
- Randalstown: **Winner** – Small Town
- Antrim: **Winner** – Town

The Mayor has indicated that he will host a reception for representatives of the successful towns.

Future Planning: Priority Areas

Members were reminded that significant improvements have been made in recent years both directly by Council and through partnership working with local groups in the towns and villages. This support for local groups will continue to ensure that individual settlements improve and develop. The preparation for next year's judging starts immediately. Year round evidence-based information will be gathered and recorded about the work being done at community level and through local businesses. This information will be used to demonstrate community engagement through the portfolios submitted to Ulster in Bloom and the Northern Ireland Amenity Council Best Kept Awards. Formal groups may evolve and relationships with traders and businesses will be encouraged through the economic development team.

The priority areas for 2020 will be Glengormley, Ballyclare, Ballyeaston, Killead, Straid and Whiteabbey.

Partnerships

The annual Town and Village Workshop is scheduled for Tuesday 29 October at 6.30 pm at Antrim Civic Centre.

Any local groups who are interested in improving their local area, can participate by contacting: parksadmin@antrimandnewtownabbey.gov.uk.

Progress

The Grass Management sub-group would be updated over the coming months on progress.

Following interest expressed by Members, the Head of Parks confirmed that a flyer could be produced regarding the October Workshop for distribution to interested parties.

Proposed by Councillor Logue

Seconded by Councillor Montgomery and agreed that

the report be noted and flyer produced and distributed to members.

ACTION BY: Elaine Upton, Countryside Officer

4.7 WM/WM/37 LOCAL AUTHORITY RECYCLING CARBON INDEX REPORT

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

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

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

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

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

This report places Council in the "high flyers", top 10% of local authorities in England, Wales, and Northern Ireland, and top performing in Northern Ireland. It is also the first time that a Northern Ireland council has made it into the top category with 98Kgs of carbon dioxide equivalent (CO₂) saved per person compared to a Northern Ireland average of 79 Kgs CO₂. The Department for Agriculture, Environment, and Rural Affairs Waste Management has contacted Council and commended our performance.

As stated this Carbon Index Report assesses the method of recycling collection service used and reinforces a recent study from Wrap Cymru, a Government funded waste advisory body, which compared the carbon impact of the three different kerbside collection systems utilised in Wales:

1. kerbside sort (wheelie box);
2. co-mingled (blue bin);
3. two stream (typically blue bin and separate box).

The report concluded that kerbside sort had the highest carbon benefit, and lowest impacts in terms of collection, post collection and MRF/transfer stages, followed by two stream, with co-mingled coming third. The assessment

considered the collection, waste transfer, waste sorting, onward transport and recycling benefits of all three systems.

Proposed by Councillor Foster

Seconded by Councillor Bennington and agreed that

the report be noted.

NO ACTION

4.8 WM/WM/36 STRATEGIC WASTE MANAGEMENT UPDATE

Prior to the Review of Public Administration (RPA) in 2015 the legacy 26 District Councils in Northern Ireland were organised into three voluntary Waste Management Groups;

1. arc21 (11 Councils);
2. NWRWMG (North West Region Waste Management Group) (7 Councils);
3. SWaMP2008 (Southern Waste Management Partnership) (8 Councils).

Since RPA the picture has become more fragmented. Currently there are two Waste Management Groups:

- arc21 representing Belfast City, Ards & North Down, Mid & East Antrim, Antrim & Newtownabbey, Newry Mourne & Down and Lisburn & Castlereagh City;
- NWRWMG representing Derry City & Strabane and Causeway & Glens.

The three remaining Councils (Armagh City, Banbridge and Craigavon, Fermanagh & Omagh and Mid Ulster), do not form part of any Waste Management Group although they have worked together and produced a Joint Waste Management Plan.

The principle objective of the 3 original Waste Management Groups was for partner councils to work collaboratively to deliver Waste Management Plans for Northern Ireland in order to achieve the various recycling and landfill diversion targets set out in European and UK legislation. Some of the groups also saw the benefit of collaborative working on procuring services with the potential to make savings due to economies of scale.

SoLACE (Society of Local Authority Chief Executives) requested, the Technical Advisors Group (TAG), to review the current set up with a view to making proposals for future arrangements. TAG subsequently established a Council Waste Forum and provided a specification for the appointment of an independent organisation to undertake a review of the current arrangements and to develop options for potential future structures and governance arrangements. SoLACE has recently approved the appointment of the Strategic Investment Board (SIB) to carry this out.

The review will make proposals in relation to both the operational management arrangements across the 11 Councils, and the preferred Governance framework which could support these. The areas of mutual collaboration between the councils being examined will include:

- Health and Safety;
- Waste management planning;
- Procurement facilitation;
- Contract management services;
- Awareness & Communications;
- Representation/Consultation Responses;
- Providing policy advice;
- Operating waste facilities.

It was expected that the final report would be available in early 2020 will be presented to each of the 11 councils for their consideration.

The timing is particularly apt as reviews of councils' Waste Plans and DAERA's 'Delivering Resource Efficiency - Northern Ireland Waste Management Strategy' are scheduled for the near future. Organisational changes within the waste management groups also reinforce the need for a strategic review of current arrangements.

Given the increasing demands on councils to improve recycling quantity and quality to deliver Government targets and reduce dependency on landfill, greater collaboration between councils should help to achieve these goals. As Northern Ireland councils spend in the region of 25-35% of their revenue budgets on waste and related environmental services, this is an important priority.

Members should also be aware that Waste Management Plans are due for review in 2020 and for both procuring the necessary consultancy support and developing common approaches to achieving the future recycling and landfill diversion targets there are benefits in producing a Joint Waste Management Plan between the 11 councils.

It is proposed that such a plan would contain both common sections, while also being tailored to the pre-requisites of individual councils. The process of preparing a Joint Waste Management Plan would, in itself, demonstrate a high level of council collaboration and this approach has been endorsed by SoLACE.

In addition, there are ongoing opportunities for further collaboration involving groups of councils on a project-by-project basis even in the short term. For example, in terms of education and awareness an opportunity exists to increase and improve the consistency and impact of the recycling message to the public.

The fee for the delivery of the SIB report is £24,000 in total, or approximately £2,200 per council and it was envisaged that this would be met through

existing waste management budgets. There would also be officer time required to support the process and through the Council Waste Forum.

Members requested that arc21 be invited to present to a future meeting of Committee on their role and operating costs.

Proposed by Councillor Montgomery

Seconded by Councillor Bennington and agreed that

the report be noted and arc21 be invited to present to a future meeting.

ACTION BY: Michael Lavery, Head of Waste Management

4.9 PK/BIO/034 FUNDING OPPORTUNITY – ACCESSIBLE TRAIL

Following a meeting with Disability Sport Northern Ireland's Chief Executive, Kevin O'Neill, the potential to apply for grant aid for a range of specialist outdoor wheelchairs and all-terrain electric vehicles and related facilities which give disabled people the opportunity to access the countryside was identified. The Department for Communities has provided funding of £250,000 for a pilot in Gosford Forest Park in County Armagh. Known as All Out Trekking, the project provides an inclusive opportunity for people of all abilities (12 years and above) to access the forest's walking and mountain biking trails together.

The funding was provided through the Active Living No limits Action Plan 2016 – 2021 administered by Sport NI and the project is the first of its kind in the United Kingdom and Ireland. Using battery-operated Terrain Hopper and Quadrix all-terrain vehicles that are particularly suitable for people with a disability, long term health conditions or restricted mobility to access off-road terrains, the trails offer challenging and exciting opportunities to engage in sport and active recreation.

There are opportunities for a further trail to be developed in Northern Ireland and Officers have identified the Valley Park as a potential venue. With this in mind Officers are preparing to submit an Expression of Interest for development of a trail and will update Members in due course.

In addition, Officers have been made aware of another potential source of funding which the Department administers, the Access and Inclusion Fund. This offers small grants of up to £30,000 for projects which improve disability access to arts, culture and active recreation venues or outdoor places.

Applications must be submitted by 11th October and an was being developed for improved accessibility at the Valley Park which would form part of any bigger scheme.

Members will be updated in due course.

Proposed by Councillor Bennington

Seconded by Councillor Kelly and agreed that

the report be noted.

NO ACTION

The Chair advised that the following Supplementary Report would be taken at this point.

4.10 G/MSMO/2 CHANGES TO MEMBERSHIP OF COMMITTEES AND ALDERMEN BY THE DEMOCRATIC UNIONIST PARTY

Following recent membership changes within the Democratic Unionist Party, the Nominating Officer had advised of the following changes to be effective from the 3 October 2019:

Name	
Councillor Paul Dunlop	<ul style="list-style-type: none">• Chair of Policy and Governance Committee
Councillor Linda Clarke	<ul style="list-style-type: none">• Alderman• Vice Chair of Community Planning and Regeneration Committee

Proposed by Councillor Ross

Seconded by Alderman Girvan and agreed that

the change in Memberships and Alderman by the Democratic Unionist Party be noted.

ACTION BY: Member Services

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Archibald

Seconded by Alderman Girvan and agreed that

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

5 ITEMS IN CONFIDENCE

5.1 IN CONFIDENCE L/LEI/AF/10, L/LEI/VLC/015 PLANT ROOM IMPROVEMENTS: VALLEY LEISURE CENTRE AND ANTRIM FORUM

Valley Leisure Centre

The heating of pool water in the Valley Leisure Centre is conducted by a Calorifier Heat Exchanger. This equipment enables pool water to return to

within temperature guidelines following a backwash which is the process of replacing used water with fresh in a swimming pool. In winter months there has been an increase in issues regarding the temperature of the pool water, usually following a backwash. Officers from Property Services investigated and have recommended that the addition of magnetic filters will improve the transfer of heat from the heat exchanger to the fresh water, and ultimately increase pool water temperature faster following a backwash. The cost for this work is £[REDACTED] and can be met within centre revenue budget.

Antrim Forum

Pool and Spa sanitation is needed to maintain the visual clarity of water and to prevent the transmission of infectious waterborne diseases. Therefore, it is vital that any pool's filtration system is functional to allow the removal of organic waste on a daily basis from the water circulation.

The Antrim Forum uses a filtration system that has sand media across 4 tanks for the swimming pools, 2 tanks for the spa pool and 1 for the plunge pool. The sand in the filter typically lasts five to seven years. The filter systems at the Antrim Forum have been operational for 10 years and have reached the end of their useful life.

The Property Services team had made an assessment of options and the only practical option, as outlined in the Economic Appraisal circulated, was Option 2, full replacement of pool plant media. Members should note that the Forum pool would need to be shut down for approximately 3 weeks to allow some of the works required to be carried out. This would be scheduled in December which is usually the least busy month. The Borough's other 2 pools will be open during this period.

The cost for the Valley works would be met from revenue budgets whilst the works at Antrim Forum would be met from the Repairs and Renewals fund.

The Director of Operations confirmed that works would be subject to the normal procurement process.

Proposed by Councillor Foster
Seconded by Councillor Montgomery and agreed that

works at the Valley Leisure Centre at an estimated cost of £[REDACTED] and at Antrim Forum at an estimated cost of £[REDACTED] are approved together with the relevant economic appraisal.

ACTION BY: Janine Beazley, Leisure Grants and Special Projects Officer

5.2 IN CONFIDENCE L/SAP/008/VOL 3 COUNCIL SPORTS AWARDS

The minutes of the Sports Awards working group meeting of Wednesday 12 June were circulated for consideration / approval.

Proposed by Councillor McClelland
Seconded by Councillor Montgomery and agreed that

the minutes of the meeting of the Sports Awards Working Group on 12 June be approved.

NO ACTION

5.3 IN CONFIDENCE FI/PRO/TEN/300 TENDER FOR THE RECYCLING AND RECOVERY OF RESIDUAL CIVIC AMENITY WASTE AND BULKY WASTE, STREET LITTER WASTE AND COMMERCIAL RESIDUAL WASTE

Contract Period: 1 October 2019 to 30 September 2021 with an option by the Council to extend for up to a maximum of 24 months (subject to review and performance)

Members were reminded that, at the Council Meeting on 27 August 2019, McKinstry Skip Hire Limited was appointed to provide recycling and recovery of commercial residual waste for the period 1 October 2019 to 30 September 2021 with an option by the Council to extend for up to a maximum of 24 months (subject to review and performance).

McKinstry Skip Hire Limited withdrew their tender for the recycling and recovery of commercial residual waste during the standstill period. River Ridge Recycling (Portadown) Limited had submitted the next lowest estimated annual solution cost in the sum of £[REDACTED] (excl VAT) and have been awarded the contract for the recycling and recovery of commercial residual waste for the period 1 October 2019 to 30 September 2021 with an option by the Council to extend for up to a maximum of 24 months (subject to review and performance).

Proposed by Councillor Montgomery
Seconded by Councillor Archibald and agreed that

the award of this contract be noted.

NO ACTION

5.4 IN CONFIDENCE WM/arc21/4 arc21 JOINT COMMITTEE PAPERS

As agreed at the November (2015) meeting of Council, the papers for the arc21 Joint Committee Meeting were circulated for:

- September 2019

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

In response to a query, the Head of Waste Management agreed to update Members on details of the Writ.

Proposed by Councillor Foster
Seconded by Councillor Bennington and agreed that

the papers be noted.

ACTION BY: Michael Laverty, Head of Waste Management

5.5 IN CONFIDENCE PK/GEN/035/VOL2 GRASS MANAGEMENT SUB GROUP

The grass management sub group meets around 3 or 4 times a year. The minutes of the most recent meeting on 16th September set out progress to date and proposals going forward.

The minutes of the most recent meeting of the Grass Management Sub Group which took place on 16 September were circulated.

In summary, Members were updated on:

- Roundabout improvement proposals (estimated cost £[REDACTED] from Parks Capital budget
- Urban Grass (DfI contract) cutting for Spring Summer 2020 - £[REDACTED] for 5 cuts
- Seasonal planting plans
- Successional bulb planting proposal - estimated cost £[REDACTED] to be met from Parks Revenue budgets
- Meadow Flower planting
- Borough wide improvements, awards including Green Flag, Ulster in Bloom and NI Amenity Council Best Kept Awards, as well as Council's Best Kept Garden Competition
- Town and Village workshop scheduled for Tuesday 29 October 2019

Some Members thanked the Grass sub group and Head of Parks for all the progress that had been made particularly on roundabouts. With regard to the Nutt's Corner roundabout, a meeting is to be requested with the Department for Infrastructure (DfI) Roads to include DEA Members. In response to a query, the Head of Parks confirmed that wildflower planting is labour intensive and is not always suitable or practical, however, it is currently under consideration in some areas.

Proposed by Councillor Montgomery
Seconded by Councillor Archibald and agreed that

the minutes of the Grass Management Sub Group be approved and that a meeting be arranged with DfI Roads regarding progressing improvements works at Nutt's Corner Roundabout.

ACTION BY: Ivor McMullan, Head of Parks

Councillor McClelland left and returned to the Chamber during the next item.

5.6 **IN CONFIDENCE** PK/GEN/147 CARAVAN PARK ARRANGEMENTS

Currently the Jordanstown Lough Shore Caravan Park is open 365 days a year. It is staffed, by agency workers, from Easter or April through to the end of August each year. Cover is provided 7 days a week during this period and in addition, the Supervisor spends 1 day on the week at the site (remaining 4 days are spent at Sixmile Caravan Park, Antrim). The budget for agency staff is £[REDACTED] in the current year.

As the site is accessed via a pin code system, customers can use the site during the off peak months. Over the years the staff from the Barista Coffee shop have informally provided information and assistance to customers on a good will basis.

It has traditionally been difficult to recruit/retain staff to the seasonal posts with this year for example, only 1 person was recruited and this made cover problematic. A review of arrangements has been carried out and Officers have identified the opportunity to put in place more effective arrangements through the Barista Coffee Shop.

Following a meeting with the business owner, arrangements for the peak season in 2020 have been agreed whereby Barista Coffee Shop staff will provide cover for the Caravan Park. This cover will be provided during the Coffee Shop's opening hours and will run of the current franchise agreement on 30th April 2021. Payment in the amount of £[REDACTED] will be made for the provision of this service.

All other arrangements will remain in place as they currently are; bookings online supplemented by Business Support staff, cleaning done through the Property Services contract, grass cutting/general tidy ups done by Parks staff.

Proposed by Councillor Cooper

Seconded by Councillor Montgomery and agreed that

the report is noted.

NO ACTION

5.7 **IN CONFIDENCE** PK/CP/011 TRANSFERRED CAR PARKS

Introduction

Members were reminded that 11 car parks transferred from the Department for Infrastructure to Council on 1 April 2015 as part of the Review of Public Administration. On-street car parking did not transfer and remains the responsibility of the Department.

Since the date of transfer a number of decisions have been made by Council; in relation to charging decision to withdraw from the joint contract for management of enforcement and a decision to invest in the resurfacing of the car parks on a phased basis over 4 years was deferred at a capital workshop in June 2018.

Decisions now need to be made in a number of key areas:

- (i) Charging
- (ii) Capital Investment
- (iii) Car Park Management/Enforcement arrangements

Background

A summary of the 11 car parks which transferred on 1 April 2015 is set out below together with the number of spaces, charging arrangements at the point of transfer and current charging arrangements:

Car Park	No of Spaces	Charging arrangements at transfer date	Current Charging arrangements
Harrier Way, Ballyclare	133	Pay & Display 40p/hour	Pay & Display 40p/hour
The Square, Ballyclare	55	Pay & Display 40p/hour	Pay & Display 40p/hour
Total spaces	188		
Farmley, Glengormley	146	Free	Free
Total spaces	146		
A2 Shore Road, Whiteabbey	27	Free	Free
Shore Road, Whiteabbey Village	46	Pay & Display 20p/hour	Pay & Display 20p/hour
Total spaces	73		
Central, Antrim Town Centre (Castle Mall)	452	Pay on foot (staffed) 40p / hour	Free
Railway Street, Antrim	186	Pay & Display 20p/hour	Pay & Display 10p/hr for 3 hrs then 30p p/h
Bridge Street, Antrim	195	Free	Free
Castle Street, Antrim	117	Free	Free
Total spaces	950		
John Street, Randalstown	102	Free	Free
Portglenone Road, Randalstown	23	Free	Free
Total spaces	125		

Totals	1,482	5	4
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A joint contract for the management of enforcement was in place through an 'Agency Agreement' at the point of transfer. This Agreement between the Department and NSL, the contractor, is in place up to 31 October 2019. It provides the following services for the charged car parks for all 11 councils;

- i. enforcement (Traffic Attendants - checking tickets, use of disabled spaces, etc.)
- ii. the processing of Penalty Control Notices (PCNs)
- iii. plant and general maintenance charges and arrangements
- iv. pay and display machine maintenance
- v. cash collection
- vi. debt management
- vii. cleansing staff (where applicable)

Note:

Following notification by the Department of the need for payment by Council of £20,000 for a system upgrade, Council decided to make the car park free.

Members may wish note that the current arrangement for payment by app is provided by Park Mobile. This arrangement will be in place until the end of December. Officers are currently exploring future arrangements for payments by app.

Condition surveys were conducted by Property Services in the lead up to the transfer and initial estimates provided for capital investment. The condition of surfaces and associated services in each car park differed depending on usage and works already completed by DfI Roads.

At the point of transfer, income received from tickets and Penalty Charge Notices (PCNs) exceeded the expenditure on the car parks by £. Rather than Central Government transferring this surplus to Council, the grant to cover the costs of the other transferring services was reduced by £. The net effect is that none of the costs of the transferred services were met by Council at the point of transfer.

Proposals for the way forward

In 2017 Council agreed not to continue with contract for the management of parking and enforcement when it ended on 31 October 2019 as there was limited flexibility in its management and testing the market offered a potentially better value for money option. One other council also opted out of the contract.

An interim arrangement is currently in place and tender documents are being prepared for provision of this service going forward. These documents require Council to agree car parking charges. In considering recommendations for charging Officers have taken into account:

- the role of car parks in supporting town centre trade

- financial implications - income and expenditure
- capital investment
- consistency of approach and equity across the Borough

Town and village centres today face intense competition. The issues they face are many and complex and include the size and mix of the offer, consumer demographics, the proximity of competing towns, the rise in internet shopping, etc.

There are a number of actions which Council is responsible for/can influence and these include car parking/charging, the creation of attractive central areas through public realm and shop front improvement schemes (in partnership with Department for Communities), clean and safe streets, floral displays, signage and promotion and marketing. The objective is to make it as attractive and easy for shoppers and tourists to visit these centres.

Officers have reviewed current charges in the context of these issues.

Currently, for example both car parks in Ballyclare are charged whilst the single car park in Glengormley is free as are those in Randalstown. Whiteabbey and Antrim have a mix of free and charged.

Financial information

In 2018/2019 the following is a summary of the financial position relating to the 11 car parks:

Expenditure (includes the NSL cost of £[REDACTED])	£[REDACTED]
Income (tickets & PCNs)	£[REDACTED]
Net surplus	£[REDACTED]

Taking all of these issues into account Officers are recommending the following changes to car parking charges – the full summary document was circulated.

- (i) The Square, Ballyclare and Railway Street, Antrim - charge 20p per hour.
(this is in line with charging at Whiteabbey Village and takes into account that in each of these settlements there is also at least one free car park)
- (ii) Harrier Way, Ballyclare - change to free
These proposals mean that all car parks which are charged in the Borough are the same price and that price is set at a reasonable level.

The financial implications of this proposal are set out in brief below with full details in the summary document circulated. For the purposes of estimation, the NSL Car Park Management contract costs have been used, however, there is potential that the newly tendered contract will realise some savings.

Estimated financial position should charges be approved:

Expenditure £

(includes estimated costs based on the NSL contract)

Income £

Net surplus £

As can be seen the difference between the current and proposed arrangements is negligible but charging is more equitable across the Borough and should council decide to invest in resurfacing, the effect of car parks will be cost neutral.

Capital Investment

Condition surveys were conducted by Property Services in the lead up to the transfer in 2015 and initial estimates provided for capital investment.

With usage and severe weather the condition of car parks will deteriorate over time and regular inspections and investment is required to ensure car parks are safe for use by the public. Since some surfaces may have deteriorated it is proposed that an investment programme is considered

The original surveys were updated in 2018 with tenders at that stage for resurfacing and ancillary works being around £.

In the event that council agrees to invest in a phased programme of resurfacing works the Minimum Revenue Provision (MRP) annually would be up to £ (this is the maximum estimated MRP once all works are completed).

A proposal by Councillor Montgomery that the Council provide the Capital Investment and that all car parks are free across the Borough did not receive a seconder.

Following a request the Director of Operations advised that parking issues at Antrim Forum would be reviewed by the Head of Leisure.

Usage of Central car park in Antrim to be reviewed by the Head of Parks.

Proposed by Councillor Foster

Seconded by Councillor Ross and agreed that

approval be given for

- (i) Changes to car parking charges at The Square and Harrier Way, Ballyclare and Railway Street, Antrim as set out above. All other parking arrangements to remain the same,**
- (ii) Car Park Management/Enforcement arrangements for the charged car parks to be tendered**
- (iii) Capital investment in the resurfacing of transferred car parks, estimated in the region of £ to be progressed.**
- (iv) Parking issues at Antrim Forum and Central car park to be followed up as above.**

Councillor Montgomery asked that his objection be recorded.

ACTION BY: Ivor McMullan, Head of Parks Matt McDowell, Head of Leisure

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Foster

Seconded by Councillor Ross and agreed that

the remainder of Committee business be taken in Open Session.

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

There being no further committee business the Chair thanked everyone for their attendance. The meeting concluded at 7.52 pm

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 2018, the General Data Protection Regulation, and legal advice.