



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD
IN ANTRIM CIVIC CENTRE ON MONDAY 6 JANUARY 2020 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, S Ross and R Swann
- Non Committee Members** : Aldermen - L Clarke and D Kinahan,
Councillors – P Dunlop, M Magill, V McWilliam and B Webb
- Officers Present** : Director of Operations - G Girvan
Head of Leisure – M McDowell
Head of Waste Management – M Lavery
Head of Environmental Health – C Todd
Head of Parks – I McMullan
ICT Officer – J Higginson
Media and Marketing Officer – J Heasley
Mayor and Member Services Officer - S Fisher

CHAIRPERSON'S REMARKS

The Chairperson welcomed everyone to the January Operations Committee meeting, wished everyone a happy New Year and reminded all present of the recording requirements.

1 APOLOGIES

None

2 DECLARATIONS OF INTEREST

None

3 ITEMS FOR DECISION

3.1 EH/EHS/FC/011 - COMMUNITY RESUSCITATION MINUTES

Members were reminded that the Community Resuscitation Working Group was set up in the Borough involving the Northern Ireland Ambulance Service, Council officers and other stakeholders. The third meeting of the group took place on 17 September and the minutes were circulated.

Following the group having been established in early 2019, it may be useful if Members had an update from Stephanie Leckey, Lead Officer from the Northern Ireland Ambulance Service Resuscitation Team.

Councillor Logue highlighted the importance of an officer from the leisure team being involved in the group due to the importance for sports clubs in the Borough and commended the Good Sam App which highlights first responders. In response to a query, the Head of Environmental Health advised that an action plan and media plan have been developed and would be circulated to new Members.

Proposed by Councillor Bennington
Seconded by Councillor Logue and agreed that

the minutes of the Community Resuscitation Working Group meeting of 17 September 2019 be approved, and that Stephanie Leckey, Lead Officer from the Northern Ireland Ambulance Service Resuscitation Team, be invited to a future meeting of the Operations Committee.

ACTION BY: Clifford Todd, Head of Environmental Health and Member Services

3.2 EH/PHWB/009 - OIL STAMP POLICY

Members were reminded that Council operates an Oil Stamp Saving Scheme which is a continuation of similar schemes operated by both legacy Councils.

Buying heating oil in larger quantities is more cost effective but it can be an unaffordable option for some households in the Borough. This scheme, allows householders to spread the cost by purchasing £5 stamps and saving these to pay for larger quantities of oil.

Stamps are available for sale from thirty-seven retailers and community organisations across the Borough. Stamps are also available at a further nine Council premises:

- Mossley Mill,
- Antrim Civic Centre,
- Each of the leisure Centres and,
- Old Courthouse, Antrim.

Since the schemes were launched over £2 million worth of stamps have been sold by the retailers.

Oil stamp saving cards hold 40 stamps and these cards can then be used for payment or part-payment of home heating oil from any of the fifty oil distributors who participate in the scheme.

The legacy policies have now been reviewed and the Scheme will be delivered in line with the new Oil Stamp Policy (circulated), subject to approval. The policy describes the principles of the scheme and sets out the arrangements for retailers, oil distributors and customers.

The policy has undergone Equality Screening, Rural Needs Screening and General Data Protection Screening. As a result, a General Data Protection Impact Assessment is deemed not to be required.

The Head of Environmental Health encouraged new Members to attend the planned information sharing session being organised by the Environmental Health Managers.

Proposed by Councillor McClelland
Seconded by Councillor Ross and agreed that

the Oil Stamp Policy be approved.

ACTION BY: Clifford Todd, Head of Environmental Health

3.3 L/LEI/2 - LEISURE GRANT AID

A total of 43 leisure grant applications have been received in the third call in this financial year with 183 applications received to date in 2019/2020. For the same period last year the total number of applications was 134.

Applications have been scored and recommendations were circulated.

| | Approved to date 2019/20 | | | Applications this call (01/10/2019 – 30/11/2019) | | Funding Balance |
|---------------------------------|--------------------------|-----------------|------------------------------|--|-------------------|-----------------------------|
| Category | No.of apps | Budget | Approved spend to date 19/20 | No.of apps. | Reqs (€) | (Subject to recommendation) |
| Capital Grants | 0 | £30,000* | £0 | 0 | £0 | £30,000 |
| Grants to Clubs | 13 | £30,000 | £7,111 | 6 | £17,401 | £390.03 |
| Grants to Athletes | 64 | £50,000 | £26,009 | 26 | £8,345.30 | £9,055.32 |
| Grants to Coaches and Officials | 21 | £15,000 | £3,948 | 0 | £0 | £9,071.74 |
| Sports Event Grants | 11 | £31,000 | £15,246 | 2 | £6,922.40 | -£3,178.61 |
| Defibrillator Grants | 10 | £14,000 | £7,500 | 3 | £4,228 | -£2,712.50 |
| Totals | 119 | £170,000 | £59,816 | 37 | £36,896.70 | |

| | | | | | |
|--|----|---------------|--|------------------|-------------|
| Fitness Suite Gold Card | 12 | 20 gold cards | | 6 (1 ineligible) | 2 Remaining |
| Total spend to date including this call, if approved: £127,374.02 | | | | | |

* £10,000 had already been reallocated from the Capital grants category. Original annual budget was £40,000.

A high volume of applications continued to be received. In order to meet current need within the 'Defibrillator' and 'Sports Event' categories, it was proposed that the amount of £10,000 of funding be reallocated from the 'Capital Grant' category to cover the requests; £5,000 to the 'Defibrillator' category, and, £5,000 to the 'Sports Events' category. As this was the final call for leisure grants for the current financial year, this reallocation should meet the demand for applications received.

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 | £30,000 | £20,000 | £20,000 |
| Grants to Clubs | £30,000 | No change | £390.03 |
| Grants to Athletes | £50,000 | No change | £9,055.32 |
| Grants to Coaches and Officials | £15,000 | No change | £9,071.74 |
| Sports Event Grant | £31,000 | £35,000 | £1,821.39 |
| Defibrillator Grant | £14,000 | £19,000 | £2,287.50 |
| Totals | £170,000 | | |

Proposed by Councillor Logue
Seconded by Alderman Girvan 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

3.4 L/LEI/VLC/015 - GULLIVER'S TRAIL – V36

Members were reminded that as part of the programming of V36, a shared space engagement programme had been delivered over recent years, funded through Peace IV.

To date a number of activities had been successfully delivered through this funding programme:

- Easter and summer inclusive sports camps
- Schools Out Fair

- Spooked Out
- Santa Saunter

More recently, through the Arts and Heritage team, a trail had been developed - Gulliver's Trail - for V36 and up into the Valley Park. Based on the same concept as the Fairy Trail in place at Antrim Castle Gardens, the trail will be installed by March 2020. Its attractive wooden features in the natural setting around the park would be able to be enjoyed on a casual basis as there will be interpretive panels alongside. For a more interactive experience, booklets would be available to purchase from the reception at the Valley Leisure Centre at a cost of £3.00. The cost of the project had been met by 100% funding from the Peace IV programme.

The Gulliver theme had been developed due to the Cave Hill, which overlooks V36, said to be the inspiration for Jonathan Swift's Gulliver's Travels.

The Director of Operations undertook to ensure that a preview of the booklet would be circulated to Committee members.

Proposed by Councillor Bennington
Seconded by Councillor McClelland and agreed that

the cost of booklets to accompany Gulliver's Trail at V36 is approved at £3.00.

ACTION BY: Matt McDowell, Head of Leisure

3.5 PK/GEN/030 - BRITAIN IN BLOOM

The Mayor and community representatives from Randalstown and Antrim, attended the recent prestigious Britain in Bloom Awards at RHS Lindley Hall in Westminster, London, when Antrim received a Silver Gilt in the Town category, whilst Randalstown won a Gold Award in the Small Town category.

Correspondence had been received from the Northern Ireland Local Government Association (NILGA), requesting Council's support for nominating Randalstown to represent Northern Ireland in the Small Town Category in the upcoming 2020 competition, subject to Royal Horticultural Society (RHS) approval – the letter and nomination process were circulated. The invitation is based on the town winning Ulster in Bloom in 2019.

The judging process would again involve a 2-hour tour of the town by two RHS judges in July/August 2020, with relevant community and Council representatives in attendance. The format would be the same as in 2019.

A further invite had been received via NILGA, to consider nominating winners from Britain in Bloom to compete at the International Challenge in 2020 and this was also circulated. Organised by Communities in Bloom, the judging takes place in July/August, with the award ceremony then taking place in Alberta,

Canada in September 2020. Costs would be in the region of £1,500 per person, along with the £995 entry fee.

Proposed by Councillor McClelland
Seconded by Alderman Girvan and agreed that

the Committee supports the nomination for Randalstown to represent Northern Ireland in the Small Town category at the RHS Britain in Bloom competition in October 2020.

ACTION BY: Elaine Upton, Countryside Officer

4 ITEMS FOR INFORMATION

4.1 EH/EHS/FC/011 SAFE BUSINESS TRAINING NOVEMBER 2019

Members were reminded that training for Chinese catering businesses had been identified as part of the Food Service and Health and Safety Service Delivery Plans for 2019/20.

Training events were held at Mossley Mill and Antrim Civic Centre on 13 and 14 November 2019, with sessions delivered in both Mandarin and Cantonese.

The training was developed and delivered by the Council's Food Safety team and translated by Miss Kalan Cheung, who trained as a student Environmental Health Officer with legacy Newtownabbey Borough Council.

A total of 54 staff from 31 businesses from across the Borough attended the training.

Premises were provided with information packs at the end of the training in both Cantonese and Mandarin, which provided further detail on the topics covered.

Any businesses that were unable to attend will receive an advisory visit from an Environmental Health Officer and a copy of the seminar pack.

Evaluation of the event was very positive with 96% of participants stating that the quality of the seminar material was excellent. Comments from businesses included "*having a Cantonese speaker helped with the language barrier*".

Environmental Health Officers were in attendance at the events to clarify any specific queries that businesses had arising from the training.

Proposed by Councillor McClelland
Seconded by Alderman Girvan and agreed that

the Safe Business Training report be noted.

NO ACTION

4.2 L/LEI/SD/018 HEALTH INTERVENTIONS

Members were reminded that the Leisure service through its Sports and Physical Activity team, currently works with several voluntary and statutory organisations in the delivery of health intervention programmes. These programmes target various groups and ultimately aim to assist in improving the health and wellbeing of citizens within the Borough. A list of some of current programmes the Leisure service is actively involved is as follows:

- Move More Macmillan (a Physical Activity Pathway for those living with and beyond Cancer)
- Stay Steady, Stay Strong (falls prevention programme)
- Pulmonary Rehabilitation (physical activity for those with breathing and lung conditions)
- Cardiac Rehabilitation (exercise programme following a cardiac event)
- Special Populations (Parkinson's, Multiple Sclerosis, Dementia, Learning Disability and Physical Disability groups)

In April 2018 Council was awarded a three-year funding allocation of £27,000 from the Public Health Agency (PHA) to deliver the regional Physical Activity Referral Scheme (PARS) formerly GP and Exercise Referral, across Council's Leisure Centres. The scheme is delivered by two Everybody Active coaches as well as Fitness Consultants employed within the Leisure Centres.

The scheme had been hugely successful with 193 participants completing the 12-week programme in 2018/2019 (115% of target), and 282 participants completing the programme for 2019/2020 (167% of target).

Due to the success of the scheme and overachievement of targets, a further £17,000 of funding had been awarded to Council by the PHA for 2019/2020. This funding would allow additional leisure employees to be trained to deliver PARS as well as providing training for the delivery of the Cardiac Rehabilitation programme.

In addition to the funding received for PARS, Council had also recently been awarded £3,000 through the Northern Healthy Lifestyles Partnership to promote and deliver the Active Pregnancy Programme. This programme is aimed at encouraging expectant mums to get active and stay active with the funding assisting in the promotion of the programme across all Council's Leisure Centres.

Proposed by Councillor Logue
Seconded by Councillor Bennington and agreed that

the report be noted.

NO ACTION

4.3 L/LEI/012, L/LEI/428 INTERMEDIATE FOOTBALL RESTRUCTURE PROJECT

In response to the Irish Football Association's (IFA) decision to implement its Intermediate Football Restructure Project, Council agreed to write to the IFA to express its concerns (September 2019), and subsequently to invite IFA to Committee to present on the issue (December 2019). A response had been received and was circulated and an invitation issued.

In response to a query from a Member, the Director confirmed that the invitation to attend an Operations Committee meeting has been issued and will be followed up.

Proposed by Councillor Foster
Seconded by Alderman Burns and agreed that

the correspondence be noted.

ACTION BY: Matt McDowell, Head of Leisure

4.4 WM/WM/37 WASTE MANAGEMENT PERFORMANCE UPDATE 2018-2019

Council has two statutory waste targets that have to be complied with and they are as follows:

1. Recycle 50% of all household waste by 2020;
2. Limit the landfilling of biodegradable waste to no more than 16,358 tonnes in 2020.

Under the Landfill Regulations (Northern Ireland) 2003, Council is requested to submit waste data returns to the Northern Ireland Environment Agency. These are completed on a quarterly basis throughout the year and are used by the NIEA to calculate Council's recycling rate and compliance with the landfill diversion targets i.e. Northern Ireland Landfill Allowance Scheme (NILAS).

The annual waste data submission for 2018-2019 was verified and published on 28 November 2019. The data demonstrates the performance of Council for 2018-2019 in relation to both the Household and Municipal waste.

The report highlights that for the first time the Northern Ireland average Household Recycling rate has reached 50.0%, meaning Northern Ireland has been successful in reaching the 2020 recycling target one year ahead of schedule.

Below is a summary of the 2018-2019 results and their comparison with the data published for 2017-2018. Antrim and Newtownabbey's performance is compared to that of the other 10 Northern Ireland Local Authorities where applicable.

| | 2017-18 | | 2018-19 | | ANBC Ranking |
|---------------------------------------|----------------|----------|----------------|----------|---------------------|
| | Tonnes | % | Tonnes | % | |
| Total Household Waste Arisings | 77,607 | | 81,027 | + 4.4 | |

| | | | | | |
|---|--------|------|--------|-------|---|
| Household Waste Arisings to Recycling | 40,519 | 52.2 | 45,441 | 56.1 | No 1 household recycling rate (%) |
| Household Waste Arisings to Recovery | 9,648 | 12.4 | 12,064 | 14.9 | 7 th largest % of household waste sent to recovery |
| Household Waste Arisings to Landfill | 27,440 | 35.4 | 23,522 | 29.0 | 7 th largest % of household waste sent to landfill |
| | | | | | |
| Total Local Authority Collected Municipal Waste Arisings | 93,023 | | 98,224 | + 5.6 | |
| Municipal Waste Arisings to Recycling | 50,797 | 54.6 | 57,766 | 58.8 | No1 recycling rate (%) |
| Municipal Waste Arisings to Recovery | 11,331 | 12.2 | 13,312 | 13.6 | 7 th largest % of waste sent to recovery. |
| Municipal Waste Arisings to Landfill | 30,895 | 33.2 | 26,360 | 26.8 | 7 th largest % of waste sent to landfill. |
| | | | | | |
| Biodegradable Waste to Landfill | 14,235 | 75 | 11,622 | 65 | |

* Local Authority Collected Municipal Waste is ALL the waste that the Council collects i.e. commercial, street sweepings, recycling centres as well as household waste.

Summary of the main points:

- Council's Household Recycling Rate is up by 3.9% since 2017/18 to the highest rate in Northern Ireland (56.1%);
- Decrease in the amount Biodegradable Municipal Waste landfilled to 11,622 tonnes with only 65% of the annual allocation used;
- Council has achieved the two statutory waste targets, stated above, for 2020;
- An overall increase in both household and municipal waste arisings of between 4.4-5.6% resulting in rising waste treatment costs;
- Reduction in the total amount of waste landfilled by 4,535 tonnes.

A number of Members advised they had had received very positive feedback on the work of the Household Recycling teams over Christmas and New Year and asked that Officers relay this to the teams.

Proposed by Councillor Logue

Seconded by Councillor Bennington and agreed that

the report be noted.

NO ACTION

4.5 WM/WM/37 REPAIR CAFÉ UPDATE

Members were aware that Officers had helped to facilitate the development of a local Repair Café, an independent volunteer run project, which would periodically provide repair events to local communities across the Borough.

The ethos of the Repair Café is about repairing items to prevent waste creation in a relaxed and informal way and this results in an enjoyable experience for both the volunteers and the attendees. The overall aims are both environmental and social improvements in society.

To date there had been three events with the latest being the official launch in Ballyclare on 16 November, to coincide with European Week of Waste Reduction. Over 60 items were brought in for repair and a significant number of these items were fixed by the volunteers. The group also attracted residents who expressed an interest in becoming volunteers. The next Repair Café will be held on Saturday 18 January 2020 from 10.00am to 1.00pm in Castle Mall, Antrim.

There will be further events held in towns and villages across the Borough and the Repair Café Antrim and Newtownabbey group is currently finalising arrangements. Images from the last events were circulated and the Group would appreciate any promotion of their events from Members and Council for this local initiative.

Proposed by Councillor McClelland
Seconded by Alderman Girvan and agreed that

the report be noted.

NO ACTION

4.6 WM/COMS/01 COMMUNICATIONS FUNDING FOR PLASTICS AND FOOD WASTE

The Department of Agriculture, Environment and Rural Affairs, in conjunction with WRAP NI, released two separate funding opportunities targeting Plastic and Food Waste communications.

Council successfully applied for £5,700 to fund additional communications targeting plastic recycling across the Borough. The funding will cover the following initiatives that will be implemented before the end of March 2020:

- Design, print and production of bathroom recycling bags to help residents collect the plastics that are often not recycled in the home;
- Design, print and production of a bin hanger to highlight recyclable materials in the black bin that should be in the recycling containers;
- Social media campaign targeting the recycling of plastics and reinforcing Council's #irecycleright branding.

Council had also been awarded funding of £15,950 for the following communications initiatives to increase food waste recycling in the Borough:

- Social Media influencer campaign using social media to push key food recycling messages;
- Design, print and production of digital panels, ad-shells and bus shelters across the Borough promoting the recycling of food waste over Christmas and the New Year;
- Social media campaign targeting the food waste recycling and reinforcing Council's #irecycleright branding;
- Food Waste video played during the trailers of two local cinemas for 3 weeks during Christmas Holidays.

Officers would monitor the impact of the campaigns on the plastic and food waste tonnages collected over the coming months and will report back to Council in the future.

In response to a query from a Member, the Head of Waste Management agreed to share the links to the Food Waste Recycling videos which were being shown in local cinemas.

Proposed by Councillor Bennington
Seconded by Councillor Kelly and agreed that

the report be noted.

ACTION BY: Michael Laverty, Head of Waste Management

4.7 EH/PHEWB/10 - NORTHERN HEALTHY LIFESTYLE PARTNERSHIP

Members were reminded that Antrim and Newtownabbey Borough Council is a member of the Northern Healthy Lifestyle Partnership. The group develops an annual action plan, which supports local delivery of the Regional Obesity Prevention Implementation Group Action Plan. Other members include the Northern Health and Social Care Trust, the Public Health Agency, Mid and East Antrim, Causeway Coast and Glens and Mid Ulster Councils.

In November, the Northern Healthy Lifestyle Partnership offered partner organisations the opportunity to apply for two funding streams:

- Choose to Live Better Festival 2020
- Gardening/Conservation Projects 2019/2020

Two applications were submitted by the Health and Wellbeing Team.

Choose to Live Better Festival 2020

The 'Choose to Live Better Festival' runs annually throughout the Northern Health and Social Care Trust, aiming to enhance opportunities for:

- Increasing physical activity
- Improving nutrition
- Tackling obesity

The basis of the application built on last year's focus of targeting sedentary behaviour. In February 2019, 'Healthy Cues' were used to encourage staff, Members and visitors to move regularly and increase their water consumption. The cues included:

- Signage from the Public Health Agency's 'Take the Stairs' initiative was displayed at lift points in both civic buildings, to encourage use of stairs instead of the lift.
- Issuing Council branded aluminium water bottles to all staff and members to encourage everyone to stay hydrated during the day.
- Daily pop up messages on staff and Members computers at 12pm each day throughout the week (11-15 February 2019). An example is shown below.
- Information sheets were uploaded daily on the staff app.
- A video which was made by leisure staff demonstrating desk based stretches and exercises that could be done throughout the day to encourage movement. The video reached 94 people and is available to view: <https://www.youtube.com/watch?v=eo6lZYcDTg0&t=1s>

All of the messages linked to the 'Take 5 Steps to Wellbeing' model available on the following link <https://www.mindingyourhead.info/take-5-steps-wellbeing>

The 5 steps are:

Connect: Connect with the people around you; family, friends, colleagues and neighbours at home, school or in your local community. Think of these relationships at the cornerstone of your life and spend time developing them. Building these connections will support and enrich you every day.

Be active: Go for a walk or run, cycle, play a game, garden or dance. Exercising makes you feel good. Most importantly, discover a physical activity that you enjoy; one that suits your level of mobility and fitness.

Take Notice: Be observant, look for something beautiful or remark on something unusual. Savour the moment, whether you are on the bus or in a taxi, eating lunch or talking to friends. Be aware of the world around you and what you are feeling.

Keep Learning: Don't be afraid to try something new, rediscover an old hobby or sign up to a course. Take on a different responsibility, fix a bike, learn to play an instrument or how to cook your favourite food. Set a challenge you

will enjoy. Learning new things will make you more confident, as well as being fun to do.

Give: Do something nice for a friend or stranger, thank someone, smile, volunteer your time or consider joining a community group. Look out as well as in. Seeing yourself and your happiness linked to the wider community can be incredibly rewarding and will create connections with people around you.

Positive comments were made about the initiative including; "The signs at the lift were a brilliant idea and the bottles were great", "it was a great initiative" and "they were all positive steps".

This year **£2,000** funding has been offered from the Partnership. This will be used to roll out further 'Healthy Cues' including:

- Permanent signage at lift points in Antrim Civic Centre and Mossley Mill displaying the Public Health Agency 'Take the Stairs' messages.
- A leaflet highlighting walking routes which are available from or adjacent to Council buildings. The aim is to encourage staff, Members and visitors to stay active during breaks.
- Issuing further aluminium water bottles. The bottles will be allocated to new staff and Members. This will continue to encourage hydration and reduce the use of single use plastic, linking to the 'Refillution' project running within Council.
- Take 5 information uploaded on to the staff app.

Gardening/Conservation Project 2019/2020:

The gardening project funding application was made by the Health and Wellbeing team in partnership with Tidal House, Men's Shed, She Shack and Community Garden based in Toomebridge.

Health and Wellbeing staff have been working in Toomebridge focusing on improving emotional wellbeing.

As part of the project a '**Tree of Hope**' was planted by the community. This was as a symbol of hope for all those affected by suicide or mental health to show care and support from the community. The tree is planted along the canal walkway and acts as a place for reflection. It is also accompanied by a lending library which houses books as well as leaflets for mental health services.

The Partnership has offered **£3,975** for the further development of this project. The planned developments are based on the 'Take 5 Steps to Wellbeing' as mentioned above. Activities will include;

- Signage at the canal walkway. The walkway is used by many visitors and locals. Signage is important to highlight local assets helping people **be more active** and **connect**.

- Improvements at the Tree of Hope site will encourage members of the public to **take notice** and encourage **connections**.
- Further work on the lending library will provide a space for locals to **give** and share books.
- Planters built by the Men's Shed and She Shack. They will be planted through an intergenerational project working with the local schools and a nursing home. This will provide a great **learning** opportunity.

Proposed by Councillor Bennington
Seconded by Councillor McClelland and agreed that

the report be noted.

NO ACTION

4.8 PK/GEN/032 - REQUEST TO USE JORDANSTOWN LOUGH SHORE PARK – CIRCUS

A request has been received from Circus Vegas on Wheels to hold a Circus event at Loughshore Park, Newtownabbey on the green area.

The Circus had indicated that they would like access to the site from 7am on Monday 20 April 2020, through to 9.30pm on Sunday 26 April 2020. This time includes set up and recovery of the site.

The Circus would open to the public from 1.00pm on Tuesday 21 April through to 1.00pm on Sunday 26 April 2020.

The Circus has requested permission to:

- Erect a 'Big Top' on the Green area
- Provide portable toilets
- Accommodate associated Circus Vehicles
- Use a PA system within the 'Big Top' for music and the Ringmaster.

The Circus has confirmed the following:

- Litter will be removed by the Circus on a daily basis
- They will provide full disabled access
- This is a magic/acrobatic circus and there will be no animals.

As in previous years, a bond of £1,000 per site will be payable by the circus owners in lieu of any damage to the site, in addition to normal booking charges. Members should note that no animals will be performing at this circus.

In response to a query from a Member, the Head of Parks confirmed that any future retention of bonds relating to Parks bookings would be reported retrospectively to Committee.

Proposed by Councillor Kelly
Seconded by Councillor Foster and agreed that

the report be noted.

ACTION BY: Glenda James, Business Support Supervisor

4.9 PK/B10/23 ENVIRONMENTAL PERFORMANCE UPDATE

Members were aware that Council had successfully implemented the Environmental Management System (EMS) which is accredited to ISO14001 standard. In order to retain the ISO 14001 accreditation, the EMS is audited annually by an independent external auditor.

The EMS must meet specific criteria including a commitment by Council to meeting the requirements of environmental legislation and regulations, preventing pollution and striving for continued improvement in environmental performance.

The auditor congratulated the Council on the successful implementation of the recently revised ISO14001 standard and commented that, 'the Council continues to demonstrate a proactive and committed approach to environmental management and protection and is meeting the requirements of ISO 14001:2015. Many improvements have been made since the last audit. Staff continue to demonstrate a positive attitude to the EMS'.

Planned projects to demonstrate continued improvement in environmental performance include the establishment of a climate change working group, plastic reduction initiatives, waste prevention and reuse projects, and studies into alternative fuelled vehicles.

Another demonstration of Council's environmental performance was the achievement of a Platinum Award in the annual Northern Ireland Environmental Benchmarking Survey. The Survey is completed by government and private organisations across Northern Ireland assessing their performance in areas including energy, transport, water and waste. Despite stricter criteria in 2019, Council maintained its Platinum Award and was the only local authority to achieve this level of award.

Proposed by Councillor Bennington
Seconded by Councillor Foster and agreed that

the report be noted.

NO ACTION

4.10 PK/BIO/002 ALL IRELAND POLLINATOR PLAN

Council agreed in 2016 that it would lead on an eight Council bid to the Heritage Lottery Fund for a three-year pollinator plan. This plan was named 'Bee-licious and attracted £76,800 across the eight councils (£5,262 per

Council). The primary output of this project was increased awareness for residents of the importance of pollinating plants and the provision of pollinator habitats. The three year project and resulting pollinator plan resulted in the Borough contributing to the All-Ireland Pollinator Plan. This Plan is available at www.biodiversityireland.ie/pollinator-plan.

In essence Bee-licious resulted in

- The restoration of semi-natural habitats to benefit pollinators.
- The development of a training programme of events, in consultation with local community groups
- Training and workshops to include species-rich grassland, hedgerow and woodland habitat restoration.
- Publicity and promotional materials to inform and inspire people on the value of pollinators and what they can do to help through the Bee-licious project.

Many of the activities contained within the All-Ireland Pollinator Plan are reflected in the ongoing work of the Parks team as discussed and agreed through the Grass Management Sub-Group, Operations Committee and Council itself. Officers' work with Town and Village groups also promotes actions in the context of the All Ireland Pollinator Plan.

This includes:-

- the management and restoration of semi-natural habitats and their native plants
- identification and protection of existing sources of food and shelter for pollinators on council owned land
- identification of areas to be mown under a pollinator friendly regime
- the creation of 5 meadows
- the identification of flagship verges managed to be pollinator friendly
- reduction – or elimination of the use of pesticides (currently reviewing the use of glyphosate)
- funding of pollinator projects on council land to demonstrate best practice to other sectors and installing appropriate signage
- the promotion and distribution of pollinator friendly guidelines

In addition, Members noted that Officers are currently updating the Biodiversity Plans for consideration.

In response to a query, the Director undertook to explore with the Deputy Chief Executive biodiversity issues in relation to planning applications.

Proposed by Councillor Ross

Seconded by Councillor Bennington and agreed that

the report be noted.

ACTION BY: Geraldine Girvan, director of Operations

The Chairperson advised that Any Other Business would be taken at this point of the meeting.

6. ANY OTHER BUSINESS

Further to comments from a number of Members regarding busy peak holiday usage at the O'Neill Road Household Recycling Centre, the Director undertook to consider the potential for signage around the area, to raise again the potential for a flow lane with DfI Roads and to examine the use of residents' cards.

ACTION BY: Michael Laverty, Head of Waste

A number of Members raised the issue of incidents of anti-social behaviour over recent weeks in Crumlin Glen and Ballyclare War Memorial Park. They asked that officers explore potential ways to alleviate issues and continue to work with key stakeholders. It was noted that there was considerable engagement through the PCSP which would continue. Staff costs for remedial works to be provided to Councillor McWilliam. Following the assessment of the solar light pilot, a report will be brought to Committee regarding their suitability for future potential use.

ACTION BY: Ivor McMullan, Head of Parks

In response to a query, the Director undertook to discuss signage and interpretation regarding the Game of Thrones at Antrim Lough Shore Park with the Deputy Chief Executive.

ACTION BY: Geraldine Girvan, Director of Operations

In response to a request, the Head of Leisure undertook to review the lighting at the entrance to Allen Park with a view to improving visibility.

ACTION BY: Matt McDowell, Head of Leisure Services

In response to a query from a Member, the Head of Waste Management undertook to follow up on litter issues connected to the collection of recycling bins.

ACTION BY: Michael Laverty, Head of Waste Management

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

Councillor Montgomery left the Chamber during the next item.

5.1 IN CONFIDENCE WM/ARC21/4/VOL4 arc21 JOINT COMMITTEE PAPERS

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

- December 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 from a member, the Head of Waste Management confirmed that batteries that are being recycled should be bagged before being deposited in recycling receptacles and agreed that this would be communicated more widely.

Proposed by Councillor Foster
Seconded by Councillor Bennington and agreed that

the papers be noted.

ACTION BY: Michael Lavery, Head of Waste Management

5.2 IN CONFIDENCE PK/GEN/143 VILLAGE IMPROVEMENT SCHEMES

At the July Council meeting, approval was given to apply to the Northern Ireland Rural Development Programme (RDP) through GROW South Antrim, for four village renewal projects in Killead, Toomebridge, Creggan and Moneyglass.

This funding would be for 75% of project costs and plans have been progressed by officers from Capital, Economic Development and Parks sections.

AECOM has been appointed and necessary plans drawn up, and tendered. Applications have now been submitted to GROW for all four schemes on the basis of the tenders returned. If successful, works would commence from March 2020.

Project updates were provided with site plans circulated. Estimated costings were included.

| LOCATION AND PROJECT COSTS <i>(subject to the tender report being approved)</i> | PROJECT TITLE AND COMPONENTS | PLANNING/LEGAL REQUIREMENTS |
|---|--|---|
| Killead (Project 1) -Withdrawn | Tully Road – Environmental Improvement Scheme: <ul style="list-style-type: none">• Linear walk• Planting | <ul style="list-style-type: none">• Agreement unable to be reached with Belfast International Airport due to proximity of runway. |

| | | |
|--|---|--|
| (previously estimated to cost £[REDACTED]) | | <ul style="list-style-type: none"> Funding application not submitted. |
| Killead (Project 2) £[REDACTED] (Council match funding at 25%) | Killead Road – Environmental Improvement Scheme: <ul style="list-style-type: none"> Fencing Hedging Planters DfI (Roads) - to complete path resurfacing works. | <ul style="list-style-type: none"> Written consent received from landowner (Church). Legal Services drafting up a legal agreement (minimum of 7 years). Planning permission – not required. |
| Toome £[REDACTED] (NIHE contribution - £[REDACTED] towards 25% match funding by Council) | Civic Space Development: (adjacent to public toilets in Main Street). <ul style="list-style-type: none"> Seating areas Bins Bicycle stands Planting scheme | <ul style="list-style-type: none"> Council-owned land. Planning permission - not required. |
| Creggan £[REDACTED] (NIHE contribution - £[REDACTED] towards 25% match funding by Council) | Community Space Creation: (adjacent to Tearmon Cross). <ul style="list-style-type: none"> Seating area Walkway to the Cross. Reinforcement works to the Cross. | <ul style="list-style-type: none"> Two separate private landowners. Legal Services drafting up legal agreements (minimum of 7 years). Planning permission – not required. |
| Burnside £[REDACTED] (£[REDACTED] from Council) | Grass Embankment Improvements: (at entrance to village) | <ul style="list-style-type: none"> Planning permission has been secured. Council has agreed to enter into an agreement with DfI regarding the embankment. Letter of offer issued by GROW (£[REDACTED]). Project completion: February 2020. |
| Antrim Loughshore Park (RDP Lough Neagh Cooperation Programme) £[REDACTED] (£[REDACTED] – Council funding contribution; £[REDACTED] Council 'in kind' contribution) | Improvements to water safety and landscaping works: <ul style="list-style-type: none"> Repairs to Jetty and Slipway Landscaped parkland area Picnic area New vehicle barriers. | <ul style="list-style-type: none"> Planning permission is not required. Project completion: June 2020. |

In response to a request from a Member, the Head of Parks agreed to review signage regarding water health and safety at Rea's Wood in consultation with Lough Neagh Rescue.

Proposed by Councillor McClelland
Seconded by Councillor Bennington and agreed that

the report be noted.

ACTION BY: Ivor McMullan, Head of Parks

Councillor Montgomery returned to the Chamber during the next item.

5.3 IN CONFIDENCE PK/GEN/107 DAERA: ENVIRONMENT FUND

At the November Operations meeting, Members were updated on the success of four applications to DAERA's Environment Fund. Project updates are provided below:

New Mossley: Active Travel Footpath

Grant funding of £[REDACTED] was awarded for the construction costs of an off-road active travel route, estimated to cost £[REDACTED]. The project costs include the construction of a new 2-metre wide walkway and signage. The Economic Appraisal for this scheme was approved in December 2019. Arrangements with landowners are currently being progressed through Council's Legal Services section. A location plan was circulated.

Threemilewater Park: Phase 1 Path Development

Funding of £[REDACTED] has been awarded for the construction for a new 1.5-kilometre woodland trail within the Park. The total estimated cost of the scheme is £[REDACTED]. The project will link the Newtownabbey Way directly to the existing footpath at the Doagh Road entrance. The Economic Appraisal was approved in September 2018. Works are due to commence in early January 2020. A location plan was circulated.

Crumlin Glen: Accessibility works to footbridge

Funding of £[REDACTED] has been secured to improve footbridge across the river at the Cidercourt Road end of the Park by widening it to meet accessibility requirements. Match funding of £[REDACTED] was agreed by Council. An Economic Appraisal has been completed and was circulated. The contract has been procured, with works due to commence in mid-January 2020.

Rea's Wood: Accessible Paths

Funding of £[REDACTED] has been awarded to improve accessibility at the Antrim Lough Shore, with match funding of £[REDACTED] agreed by Council. The funding will be used to provide a boardwalk and a reinforced path surface to protect from future storms. An Economic Appraisal has been completed and was circulated. A consultant has been appointed to carry out an ecological survey on the site, in order to secure NIEA's approval for the works. This study will be complete in February 2020 and subject to the satisfaction of NIEA

works will be completed in February and March 2020, through Council's landscaping and minor works contractors.

All four schemes would include the installation of environmental awareness signage and people counters in order to fully meet DAERA's funding requirements. The deadline for all spend is the end of March 2020.

In response to a query from a Member, the Head of Parks undertook to provide the Member with the proposals for the Rea's Wood project.

Proposed by Councillor Kelly
Seconded by Councillor Logue and agreed that

the project updates are noted and the Economic Appraisals for the Crumlin Glen and Rea's Wood projects are approved.

NO ACTION

5.4 IN CONFIDENCE PK/GEN/124 ROUNDABOUT IMPROVEMENTS

The recent programme of investment in roundabouts to improve the aesthetics and reduce maintenance requirements, in compliance with the Traffic Regulations, has resulted in a total of 17 roundabouts having been improved to date.

Improvements to a further 7 roundabouts were discussed at the Grass Management sub group and subsequently approved, subject to completion of an economic appraisal in October 2019. Officers had now completed the economic appraisal (circulated) for the works to these roundabouts, the cost of which will be met from the Parks capital budget.

The roundabouts are:

| | |
|--------------|-------------------|
| Abbey Centre | Brecart |
| Ashgrove | Manse Road |
| O'Neill Road | Ulster University |
| Ollar Valley | |

Proposed by Councillor Ross
Seconded by Councillor Foster and agreed that

the proposed improvements to the 7 roundabouts listed are approved at an estimated cost of £[REDACTED] as set out in the Economic Appraisal.

NO ACTION

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Foster
Seconded by Alderman Girvan and agreed that

the remainder of Committee business be taken in Open Session.

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

There being no further committee business, the Chairperson thanked everyone for their attendance. The meeting concluded at 7.29 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.