



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD  
AT MOSSLEY MILL ON MONDAY 1 MARCH 2021 AT 6.30 PM**

- In the Chair** : Councillor Foster
- Members Present** : Aldermen – F Agnew, T Burns, L Clarke, M Girvan,  
J McGrath and J Smyth  
Councillors – J Archibald-Brown, A Bennington, J Gilmour,  
N Kelly, A Logue, T McGrann, V McWilliam and R Swann
- Non Committee Members** : Councillors – M Cooper, H Cushinan, P Dunlop, L Irwin,  
A McAuley, N McClelland, N Ramsay, S Ross, M Stewart  
B Webb and R Wilson
- Officers Present** : Director of Operations - G Girvan  
Head of Leisure - M McDowell  
Head of Environmental Health - C Todd  
Head of Parks - I McMullan  
Head of Waste Management – M Laverty  
ICT Manager – P Allan  
ICT Helpdesk Officer – C Bell  
Member Services Officer - S Boyd

**CHAIRPERSON'S REMARKS**

The Chairperson welcomed everyone to the March Operations Committee meeting and reminded all present of the audio recording procedures.

The Chairperson highlighted that the sensory garden project at Hazelbank was progressing well. He expressed his gratitude to the Head of Parks and his team and referred to the input from Councillors Finlay and Smyth to the concept of sensory gardens. He went on to inform Members that further to the installation of solar panels at Sixmile Leisure Centre, a Carbon Offset Certificate had been received which indicated the benefit from the panels.

In order to protect public health during the current COVID-19 emergency it was not possible to allow the public or the press to physically attend the meeting. The public and the press can access those parts of the meeting which they are entitled to attend via live stream (a link to which is on the Council website). The meeting minutes and audio recording would be published on the Council's website.

## **1 APOLOGIES**

None

## **2 DECLARATIONS OF INTEREST**

None

## **3 ITEMS FOR DECISION**

### **3.1 EH/EHS/LR/11 SCHEME OF DELEGATION**

Members were advised that following the introduction of the European Withdrawal Act 2018 as amended, it was 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.

Proposed by Alderman Smyth  
Seconded by Alderman Girvan and agreed

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

*ACTION BY: Clifford Todd, Head of Environmental Health*

### **3.2 EH/EHS/LR/011 MEMORANDUM OF UNDERSTANDING – THE HEALTH PROTECTION (CORONAVIRUS, RESTRICTIONS) (NO.2) REGULATIONS 2020**

Members were reminded that since cases of COVID-19 had occurred in Northern Ireland, legislation had been introduced by The Northern Ireland Executive which helps to contain the virus and prevent its spread.

Enforcement of this legislation had been the responsibility of the PSNI and, in part, local Councils.

The agencies tasked with enforcement had been engaging at all levels to ensure a consistent and proportionate response. In the case of premises that are licensed to sell intoxicating liquor, both the PSNI and Councils felt that it would be beneficial to formalise the roles and responsibilities of each partner to maximise the available resources and to avoid any duplication of effort.

A Memorandum of Understanding (MoU) had been developed by both PSNI and Council officers and a copy was circulated.

The MoU provided an agreed approach to the enforcement of the regulations which is practical and reduces the potential for duplication.

Proposed by Councillor Kelly  
Seconded by Alderman Burns and agreed

**that the Memorandum of Understanding between Council and the PSNI in relation to enforcement responsibilities under the Health Protection (Coronavirus, Restrictions) (No.2) Regulations 2020 be approved.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

### **3.3 EH/EHS/008 CLEAN AIR STRATEGY FOR NORTHERN IRELAND**

The Department of Agriculture, Environment and Rural Affairs (DAERA) had produced a public Discussion Document, designed to give stakeholders the opportunity to share their opinions on a wide range of air quality issues facing Northern Ireland by presenting the evidence followed by questions.

This Discussion Document forms part of a two-stage approach to developing the first Clean Air Strategy for Northern Ireland and the Department had indicated that all of the responses from stakeholders would be considered and would be used to shape future policies for Ministerial consideration and could usefully indicate current monitoring in the Borough.

The response highlighted the following key areas:

- The need for additional targeted monitoring sites
- The impact of commonly used fuels on air quality
- An increased use of Low Emission Zones to tackle air quality
- The impact of emissions from transport
- Control of emissions from agricultural practices
- Local Air Quality Management systems
- Establishment by the Department of Agriculture, Environment and Rural Affairs of an Air Quality Forum

These policies will form part of the final Clean Air Strategy (circulated), which will undergo a further public consultation later in 2021.

A draft response to the Discussion Document was circulated. The deadline for submissions was 16 March 2021.

In response to questions from Members, the Head of Environmental Health confirmed that the issue of ammonia emissions had been identified by DAERA, which has responsibility for this matter, and it was proposed that an Ammonia Forum be established to look into any potential harmful effects which would address any concerns in the context of the Discussion Document.

In relation to Smoke Control areas, the Head of Environmental Health undertook to provide the information on relevant areas in the Borough.

Proposed by Alderman Smyth  
Seconded by Councillor Logue and agreed

**that the draft response to the Department of Agriculture, Environment and Rural Affairs on a Clean Air Strategy for Northern Ireland is approved, and submitted by the deadline of 16 March 2021, subject to ratification at the March meeting of Council and that the covering letter highlights concerns about levels of ammonia emissions and subsequent nitrogen deposition.**

*ACTION BY: Vanessa Hodgen, Principal EHO (Environment)*

### **3.4 EH/EHS/003 MEMORANDUM OF UNDERSTANDING – NATIONAL FOOD CRIME UNIT (NFCU)**

Members were advised that the National Food Crime Unit is a dedicated law enforcement division within the Food Standards Agency (FSA). The unit provides leadership on food crime across England, Wales and Northern Ireland.

Established in 2015 following a review of the 2013 horse meat incident, the Unit has the remit for tackling serious fraud and related criminality within food supply chains. It investigates offences appropriate for prosecution under the Fraud Act 2006 or as Conspiracy to Defraud under Common Law.

A Memorandum of Understanding (circulated) had been drafted in relation to food fraud activities to allow the effective sharing of food fraud intelligence between Councils in Northern Ireland and other statutory bodies.

It set out the high-level framework for how Councils, the Food Standards Agency, the Association of Chief Trading Standards Officers, and the National Food Crime Unit would collaborate to prevent duplication of work in relation to the detection of food crime. Locally, liaison and sharing of intelligence would take place between individual councils and the Food Fraud Liaison Officer based in the FSA in Belfast.

The sharing of information and intelligence would also enable the National Food Crime Unit and Councils to analyse data, and to identify both trends and other potential lines of enquiry. The sharing of information would further enhance the understanding of food crime across England, Wales and Northern Ireland.

Proposed by Councillor Bennington  
Seconded by Councillor Archibald-Brown and agreed

**that the Memorandum of Understanding with the National Food Crime Unit be approved.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

**3.5 EH/EHS/FC/017 APPROVAL OF PREMISES AS A SANDWICH AND COOKED MEATS MANUFACTURER – BUMBLES DELICATESSEN LTD, UNIT B2, ANTRIM ENTERPRISE AGENCY, 58 GREYSTONE ROAD, ANTRIM BT41 1JZ**

Members were reminded that since 1 June 2006, it had been a legislative requirement to approve product specific food establishments under regulation EC 853/2004.

If a food business prepares or handles food of animal origin for supply to other businesses, the business and its activities require approval by the Council. All products made in approved premises must display a Health Mark with Identification Number.

The Council's Environmental Health Service as the relevant enforcing authority, had inspected the following premises in accordance with Regulation E853/2004 and other relevant regulations.

Premises	Address	Identification Number
Bumbles Delicatessen Ltd	Unit B2 Antrim Enterprise Agency, 58 Greystone Road Antrim BT41 1JZ	UK(NI) ZJ 023 EC

Bumbles Delicatessen Ltd was previously approved by the Council but had changed ownership and therefore required re-approval in accordance with the Regulations.

The premises had been inspected and fully complied with current legislative requirements. Full approval was therefore deemed appropriate.

Proposed by Alderman Smyth  
Seconded by Alderman Clarke and agreed

**that full approval be granted to Bumbles Delicatessen Ltd as a Cooked Meats Producer and Sandwich Manufacturer.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

**3.6 L/LEI/OO/015 CYCLING IRELAND PROPOSAL**

Members were advised that the Membership Development Officer for the Ulster Branch of Cycling Ireland had contacted Council with a proposal to establish a Regional Cycling Hub in the Borough. To date 3 hubs had already been approved for development or underway in the following council areas: Armagh City, Banbridge and Craigavon Borough Council, Mid Ulster District Council, Causeway Coast and Glens Borough Council, Fermanagh and Omagh District Council.

Indications were that there will be further funding available through the Department for Communities in the next financial and a further three councils

had been identified for development of hubs including Antrim and Newtownabbey. Although funding was not confirmed yet, Cycling Ireland was hopeful that it would be confirmed for either this year or next year.

The Hubs, costing around £10,000 each, contain a classroom and a storage facility (made up of 2 – 20ft x 10ft purpose built shipping containers). The Hubs can be used by Cycling Ireland for training courses with local cycling clubs and running other events and will also be available for Council to use for coaching or walking programmes. All equipment would be included; projectors, flip charts, etc, to deliver coach education courses in the Borough.

The training would be for; children through to adults as well as for people with and without disabilities, members of local clubs and grass roots to elite type cyclists – allowing coaches to come to them. Cycling Ireland had also been working on a Bike Safety/Road Safety and turnaround project through the Department of Justice working with young offenders. All courses and events would be promoted by Cycling Ireland.

Should Council approve the proposal, a Memorandum of Understanding would be put in place and a suitable location within the Borough would need to be agreed. Public Liability Insurance cover would be provided for through Cycling Ireland.

Cycling Ireland requested that host councils meet the cost of minor enabling works in the form of electricity supply to the site and construction of a base.

In considering a suitable location for a Hub, a number of sites were considered including Antrim Forum, Mossley Mill and V36. Having taken into account proximity to shared use path networks, existing and being developed, available suitable space with potential for electricity connection and toilet facilities, it was proposed that V36 is the location which should be offered to Cycling Ireland. In the event that the Hub is a success, Officers would propose to seek business sponsorship to develop at least one further Hub.

Proposed by Alderman Smyth  
Seconded by Alderman McGrath and agreed

**that approval be given to proceed with the establishment of a Cycling Ireland Hub at V36 and to meet the cost of electricity supply and installation of a base, subject to Cycling Ireland securing grant from the Department for Communities, as set out above.**

*ACTION BY: Geraldine Girvan, Director of Operations*

### **3.7 L/GEN/056- WM/RC/008 FACILITY CLOSURES AND OPENING HOURS**

The annual review of facility closures and opening hours had been carried out so that any easing of restrictions and return to operation of facilities in the Operations Department can be done seamlessly.

A schedule for the proposed closure arrangements including Public Holidays together with opening hours for 2021/2022 was circulated for:

- Leisure Centres
- Caravan Parks
- Household Recycling Centres

There were no proposed changes to previous year's schedule.

Proposed by Councillor Bennington  
Seconded by Alderman Clarke and agreed

**that the facility closures for Waste, Parks and Leisure be approved for 2021/2022 as set out in the schedule.**

*ACTION BY: Matt McDowell, Head of Leisure/Ivor McMullan, Head of Parks/Michael Laverty, Head of Waste Management*

### **3.8 PK/GEN/184 LARGE SLIPWAY BARRIER REPLACEMENT AT ANTRIM LOUGH SHORE PARK**

Members were reminded that capital works are underway at the Lough Shore Park in Antrim funded through GROW. The works include installation of barriers, planting, replacement jetties, paving, etc. The replacement barrier at the slipway at the large jetty would use Automatic Number Plate Recognition (ANPR) to control access. Changes to the barrier on approach to the Gateway Centre, would mean that it will be operated from the Centre with automatic exit arrangements.

Members were reminded that as previously reported to Council (June 2020) current access arrangements for the large slipway are via a barrier/key system with the keys normally issued by Caravan Park staff. This slipway facilitates access for Lough Neagh Rescue boats and other pleasure boats. Jet skis have traditionally used the smaller slipway located at the entrance to Rea's Wood. This is so as to ensure that jet skis and boats from Council's side of the river as well as from Antrim Boat Club are separate.

The current procedure for the large slipway required customers to complete a registration form at Antrim Lough Shore Caravan Park and pay a £30.00 refundable deposit after which the customer was issued a key for the barrier and had subsequent access to the slipway for the season.

The new ANPR barrier would require a new procedure to be put in place. Customers would still need to register with the Parks Business Support team who would then update the system to allow access and to record number plate changes. This new system means that keys will no longer be required. It was recommended that a fee of £30.00 is charged for use of the slipway each year.

To ensure a smooth transition of systems for the large slipway existing customers would be contacted and details would be put on the website for

new customers. Arrangements would be made for all current customers to have access to the slipway as soon it is reopened.

Lough Neagh Rescue would be asked to register annually for access to the barrier with no charge applied.

Proposed by Councillor Kelly  
Seconded by Alderman Burns and agreed

**that the change to the barrier at the large slipway be noted and approval be given for an annual £30.00 fee to be charged for the use of the slipway with Lough Neagh Rescue continuing to have free access.**

*ACTION BY: Ivor McMullan, Head of Parks*

### **3.9 PK/GEN/103 CORRESPONDENCE FROM DAERA RE FOREST PARK ENHANCEMENT AND COMMUNITY TRAIL DEVELOPMENT SCHEME 2021/22**

Correspondence has been received from the Department of Agriculture Environment and Rural Affairs (DAERA), circulated, in relation to potential grant support for Forest Park Enhancement and Community Trail development schemes. The focus of this grant scheme is for Council led recreational infrastructure projects in rural areas that address social isolation, health and wellbeing and access issues. The Department required submission of Expressions of Interest by Friday 5 March with suitable projects to be delivered by 31 March 2022. Financial support, for approved projects, would be up to 85% of total costs and would be subject to the approval of Departmental budgets for 2021/22.

The potential to apply for the development of Sustainable Community Trails had been explored and, taking into account suitable Council owned land and assets, two proposals had been identified which could be delivered within the timeframe for consideration:

1. Mallusk Walking Trail – upgrading the existing trail, creating new paths and linkages
2. Crumlin Glen - upgrading the remaining trails connecting both sides of the river to the new bridge.

At this stage the cost estimates were still being worked but it was expected they would be in the region of £20,000 – £30,000 each.

Proposed by Councillor Logue  
Seconded by Councillor Swann and agreed

**that approval be given for submission of 2 Expressions of Interest to the DAERA Forest Park Enhancement and Community Trail Development Scheme 2021/22 as set out above.**

*ACTION BY: Ivor McMullan, Head of Parks*

### **3.10 PK/GEN/035/VOL2 GRASS MANAGEMENT SUB GROUP**

The Grass Management Sub Group met on 1 February 2021 after a long gap due to the impact of COVID-19 on the Parks Service.

Members received a detailed report which included a number of key areas:

- Roundabout Improvement Programme
- Seasonal planting plans
- Update on living Christmas trees
- Urban grass cutting
- Best Kept Garden Competition
- Pricing for Commemorative benches

Arising from the meeting a series of recommendations were made for consideration by the Operations Committee. Minutes were circulated.

A Member commended the work which had been carried out by the Parks team in developing wildflower planting and requested that the planters in Crumlin Glen car park be considered. Following a further query regarding the delay with improvements at the Nutt's Corner Roundabout the Head of Parks to seek an update from DfI Roads and update Members.

Proposed by Councillor McWilliam  
Seconded by Councillor Swann and agreed

**that the Minutes of the Grass Management sub-group meeting held on 1 February 2021 be approved.**

*ACTION BY: Ivor McMullan, Head of Parks*

### **3.11 WM/WM/002 COMMUNITY WINTER RESILIENCE KITS**

Following approval by Council in January that grit spreaders should be purchased and added to the Community Winter Resilience Kits for use during periods of icy weather, the Waste Management Team had been developing the request forms, awaiting delivery of the grit spreaders and working through the health and safety information which would be provided to those who request kits.

A number of queries were received from Members about promoting the availability of the kits and consideration was given to the most effective means to raise awareness whilst at the same time managing expectations and the number of requests to ensure that the equipment is provided to those who both need it and will make good use of it in their local area.

It had been suggested that 3 grit spreaders be purchased per DEA initially. Each group which applies for a community Winter Resilience Kit would provide one contact person and this would make it possible to set up a database to facilitate the sharing of equipment amongst groups if ice was patchy across the Borough. It would also allow for the situation to be

reviewed and for informed decisions to be made on the number of spreaders required going forward.

Proposed by Alderman Clarke  
Seconded by Alderman McGrath and agreed

**that three grit spreaders be purchased for each DEA and a database be set up to facilitate the sharing of equipment amongst groups depending on needs across the Borough.**

*ACTION BY: Michael Laverty, Head of Waste Management*

### **3.12 WM/SC/1 SUPPORT IN KIND SCHEME- PROPOSED EXTENSION**

In recent months, Council had received an increased number of requests from individual residents for litter pickers and bags as they wished to volunteer to litter pick in their local area. Council's existing Support in Kind Scheme was designed to provide equipment and consumables to groups for one off, planned litter picks or clean ups rather than something which is small scale and ongoing. It was proposed that the Support in Kind scheme be extended to assist either individuals or small groups of residents who would like to volunteer to litter pick on an ongoing basis.

The kits, costing around £16 each, would consist of a litter-picker, high visibility waistcoat, 2 pairs of gloves, and 25 bags. The current Support in Kind Scheme, requires litter pickers to be returned, whereas, it was proposed that if the volunteers indicate that this will be an ongoing activity, litter pickers would be provided for as long as they carry out the litter picking. Arrangements for the collection of litter would be made and, as with other litter, the waste would be sorted to extract any materials which can be recycled.

Applications for kits and information provided would reflect that recently developed for the Community Winter Resilience Kits.

If approved, update reports would be brought to Committee periodically. Officers were exploring the potential for external funding in the first instance and if unsuccessful the costs would be met from the existing Waste Management budget.

Following questions from Members the Director provided clarity on the importance of health and safety and specific risk assessments for those who were interested in litter picking and potential for signage to be provided, where safe to do so.

Proposed by Councillor Logue  
Seconded by Councillor Kelly and agreed

**that the Support in Kind Scheme be extended to include Community Litter Kits as set out above.**

*ACTION BY: Michael Laverty, Head of Waste Management*

#### **4. ITEMS FOR NOTING**

##### **4.1 EH/PHWB/013 COMMUNITY RESUSCITATION SURVEY**

Members were reminded that a Community Resuscitation Working Group was set up in the Borough involving the Northern Ireland Ambulance Service (NIAS), Council Officers and other stakeholders. Stephanie Lecky, Community Resuscitation for Northern Ireland Ambulance Service (NIAS) had circulated details of a consultation survey that will help inform a Private Members' Bill introduced to The Northern Ireland Assembly by Colin McGrath, MLA (South Down).

The Bill aims to make Cardiopulmonary Resuscitation (CPR) training and defibrillator awareness compulsory in schools in Northern Ireland.

This move could transform survival rates from out-of-hospital cardiac arrest, potentially saving thousands of lives. After Denmark introduced compulsory CPR lessons for pupils in 2005, its cardiac arrest survival rates tripled, and now 1 in 4 people in Denmark who have a cardiac arrest will survive. Currently, less than 1 in 10 people in Northern Ireland survive an out-of-hospital cardiac arrest.

The consultation survey could be completed via the following link:

<https://www.surveymonkey.co.uk/r/colinmcgrathcpr>

The closing date for the consultation was 16 March 2021.

Proposed by Alderman Girvan

Seconded by Councillor Bennington and agreed

**that the report be noted.**

*NO ACTION*

##### **4.2 L/LEI/SD/013 SHORELINE TRIATHLON 2021**

Members were reminded that Council has held an annual triathlon event in the Borough for a number of years. The 2020 event was planned for 16 August but was cancelled due to restrictions relating to the COVID-19 pandemic.

Officers had reviewed the potential for the event to run in the autumn of 2021 but due to the uncertainty regarding the restrictions and the provisional rescheduling of many events to later in 2021 (both Council and external sporting events), and the subsequent busy schedule this potentially creates, it was proposed to postpone the Shoreline Triathlon until summer of 2022.

Proposed by Councillor Bennington

Seconded by Alderman Smyth and agreed

**that the report be noted and that the potential to run the event as restrictions ease be considered.**

*ACTION BY: Matt McDowell, Head of Leisure*

#### **4.3 PK/BIO/005 BIODIVERSITY ACTION PLAN – 2020 UPDATE**

In early 2020 preparations were made to review Council's Local Biodiversity Plan (LBAP) and to develop a new Plan. This was planned to coincide with the new Northern Ireland Biodiversity Strategy scheduled to follow the outgoing Strategy (2020). Officers were delayed in progressing both due to the impact of the COVID-19 pandemic. In recent months, considerable progress had been made and the review of the Action Plan had been completed and was circulated for information.

Significant progress had also been made in developing a new Local Biodiversity Action Plan for the Borough and a working draft would be available for consideration by Committee in April.

Proposed by Councillor Kelly  
Seconded by Alderman Clarke and agreed

**that the report and Action Plan be noted.**

*NO ACTION*

#### **4.4 PK/GEN/001/VOL3 COMMEMORATIVE PROGRAMME**

The update on Commemorative Programme Sponsorship of Benches and Trees was set out below:

##### **Benches**

<b>Year</b>	<b>Total</b>	<b>Location</b>
Qtr 3 2020	3	Carnmoney Cemetery (1), Wallace Park (2) Additional plaques added to 3 x benches at Carnmoney Cemetery.

##### **Trees**

No trees were ordered during this period (October / November / December 2020).

All requests were compliant with Council policy.

Following a request from a Member the Director undertook to circulate a copy of the Policy to Members.

Proposed by Alderman Smyth  
Seconded by Alderman Girvan and agreed

**that the report be noted.**

*ACTION BY: Ivor McMullan, Head of Parks*

#### **4.5 WM/WM/37/VOL2 TRADE WASTE UPDATE**

Members were advised that Council has traditionally collected trade waste from around 900-1,000 organisations in the Borough, the total being 932 prior to the restrictions introduced due to the COVID-19 pandemic. This is made up of businesses, charities, and churches. This number has reduced to 556 today and even taking into account the number of businesses which may not re-open, the majority of the remaining customers are expected to want to resume the service once restrictions are eased.

At this time of year, Council would normally invoice all trade waste customers for the financial year ahead, however, only those organisations which were known to be actively operating would be invoiced for the service. The remaining businesses would be invoiced when the trade waste service resumes.

There would also be a number of businesses which would be due refunds for the current year and these would be processed over the next few months.

Proposed by Councillor Kelly  
Seconded by Councillor Bennington and agreed

**that the report be noted.**

*NO ACTION*

#### **4.6 L/LEI/AF/001 LEISURE CATERING FRANCHISES**

Members were reminded that at February Operations, it was reported that the existing franchisee at Antrim Forum, Café Cinnamon, had indicated that they would not be continuing the franchise when the centre re-opens following the easing of current restrictions.

Officers had intended to delay advertising for a new franchisee until at least mid-2021 following the advertisement of the Allen Park opportunity eliciting no interest. Several expressions of interest had since been received in the Forum franchise and the anticipated reopening of leisure over the coming months had heightened the interest. The opportunity at both Antrim Forum and Allen Park would therefore be advertised and a report brought to Committee in due course.

Proposed by Alderman Clarke  
Seconded by Councillor Kelly and agreed

**that the report be noted.**

*NO ACTION*

#### **4.7 WM/RC/006 BRUSLEE HOUSEHOLD RECYCLING CENTRE**

Members were advised that arrangements for accessing Bruslee Household Recycling Centre on Saturdays had been reviewed following a number of complaints over recent months and a formal complaint being submitted. In response to initial complaints the arrangements on the site were reviewed and changes made to allow an additional 20 cars to queue in the Centre itself on a Saturday. While this improved the situation, there are times throughout the day when queues are forming and traffic is congested around the Lisglass and Logwood Roads.

Following further complaints, officers considered two options, either bringing staff in to marshal the queues on the Belfast Road or introducing appointments on Saturdays at the Centre whilst other longer term actions were being explored.

Further to contact with the DEA members the introduction of appointments was considered to be the solution of last resort as a temporary measure on this site due to the potential for additional measures in the Centre.

Having met on site with the Department for Infrastructure, Roads it was agreed that some internal re-arrangements would be implemented on a Saturday and that COVID marshals would be put in place as a temporary measure on Saturdays and would be kept under review.

Members commended the service provided by Waste Operatives in the Recycling Centres and asked that their appreciation be passed on to staff.

Proposed by Alderman Girvan  
Seconded by Councillor McWilliam and agreed

**that the report be noted.**

*ACTION BY: Geraldine Girvan, Director of Operations*

*The Chairperson took the undernoted Supplementary Reports at this point of the meeting.*

#### **4.8 L/LEI/SMW/005, L/LEI/VLC/015 ACTION CANCER – REQUEST TO FILM ON COUNCIL PROPERTY**

A request has been received from Action Cancer to film promotional work for the launch of their Big Bus campaign.

Action Cancer's mobile resource centre, the Big Bus, is a mobile Breast Screening and Health Check facility. Council host the Big Bus at least once a year as part of the Health and Wellbeing Programme to provide these vital health screenings to Staff and Elected Members. Each year, it brings its services to over 235 locations across Northern Ireland, including workplaces, schools and community groups.

Action Cancer are launching a brand new bus, and they have asked permission to film at two of our sites to aid with their publicity campaign, requesting Sixmile Leisure Centre and Valley Leisure Centre.

They propose to use Sixmile Leisure Centre car park for the initial filming on 20 or 21 April 2021. They then plan on issuing a press release and invite the media to attend for filming on 27 or 28 April and are hoping to use the Valley Leisure Centre car park on that occasion. This request is in line with Council's Filming Policy.

In the event that the leisure centres have not been reopened, access to the car parks can be arranged for the duration of the filming.

Proposed by Alderman Girvan  
Seconded by Councillor Bennington and agreed

**that the report be noted.**

*NO ACTION*

#### **4.9 PK/GEN/151 FUNDING FOR PATH AT JORDANSTOWN LOUGH SHORE PARK**

Members were reminded that, following submission of two applications to the Department for Communities (DfC) Access and Inclusion Programme 2020/21 for accessible paths at both Jordanstown Lough Shore Park and the Valley Park, approval was given for the appointment of contractors to deliver both schemes at the February meeting of Council.

In order to meet spend deadlines for the 100% funding of these projects there is an urgency with delivery, however, the construction of the new path at Jordanstown cannot proceed due to Marine Licensing issues and the time taken to resolve them, however, a test dig in the area has revealed a path already exists which has been grassed over. Officers are of the opinion that the overlying surface could be scraped and the path, which seems to be in very good condition could be reinstated. A licence would not be required for this work to be undertaken as the path is already in place.

Officers have consulted with the funders and they have indicated that they will consider an alternative site to deliver a similar project, providing that the project meets the clearly defined parameters of the scheme. Due to spend deadlines a shortlist of possible locations was considered including, the widening of part of an existing path at Jordanstown Lough Shore Park - Hazelbank or the creation of a further section of path at the Valley Park.

The widening of existing paths Lough Shore Park - Hazelbank was not eligible for funding however a further area of path, however the Valley Park is suitable. The retention of grant and transferring it to Valley Park will continue the improvements to paths across the Borough and if approved, the contractor will be advised to proceed subject to approval from the funder.

The indicative location for path if approved was circulated.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed

**that approval be given for the £30,000 grant for the development of a path at Jordanstown Lough Shore Park be transferred, subject to funder approval, to developing a path at the Valley Park.**

*ACTION BY: Ivor McMullan, Head of Parks*

**PROPOSAL TO PROCEED 'IN CONFIDENCE'**

Proposed by Councillor McWilliam  
Seconded by Alderman Smyth and agreed that

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

*The Chairperson advised that the undernoted supplementary report would be taken at this point of the meeting.*

**5.5 IN CONFIDENCE WM/arc21/4/VOL7 arc21 RESIDUAL WASTE TREATMENT PROJECT LEAFLET**

Members were aware that arc21 has been increasing the marketing and promotional activities associated with the Residual Waste Treatment Project. As part of this process, arc21 had produced a flyer to increase awareness about the Project (circulated).

Following a review of the draft a number of concerns were raised through the Chief Executive's office and these are set out below. The response from arc21 was circulated.



arc21 had responded to these queries (copy circulated).

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed

**that a further response be sent to arc21.**

*ACTION BY: Geraldine Girvan, Director of Operations*

**5.1 IN CONFIDENCE L/LEI/004/VOL2 LEGAL UPDATE**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Proposed by Alderman Smyth  
Seconded by Councillor Kelly and agreed

**that the report be noted.**

NO ACTION

**5.2 IN CONFIDENCE PK/GEN/176 CRUSADERS FOTBALL CLUB - LICENCE AGREEMENT: THREEMILEWATER PARK**

Members were reminded that approval was given for an extension to the Licence Agreement in place with Crusaders Football Club in December 2020. The existing Licence, for 5-years from June 2016, permitted the laying of a 4G pitch on an existing grass pitch at the Threemilewater Park, for a peppercorn rent, at no cost to Council.

The Club had indicated that it would like to extend this arrangement and Officers needed time to review the operation of the pitch agreement and usage prior to updating members.

At a recent meeting with the Department of Education

For this reason a further extension was required.

As the Licence requires either party to give 6 months' notice in writing, a further 6 month extension was proposed to allow for completion of the Department's Business Case and consideration of any potential implications.

Following questions from Members, the Head of Parks to circulate the fixture bookings information to DEA members and the Director undertook to review improvements to changing rooms and report to a future meeting of Committee.

Proposed by Councillor Bennington  
Seconded by Alderman Burns and agreed that

**the Licence Agreement with Crusaders Football Club relating to the Club's 4G pitch is extended by a further 6 months to February 2022.**

*ACTION BY: Geraldine Girvan, Director of Operations/Ivor McMullan, Head of Parks*

**5.3 IN CONFIDENCE WM/arc21/4/VOL7 arc21 JOINT COMMITTEE PAPERS**

The papers for the arc21 Joint Committee Meeting were circulated for:

- February 2021

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.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed

**that the papers be noted.**

NO ACTION

**5.4 IN CONFIDENCE L/LEI/00/014 RANDALSTOWN RUGBY FOOTBALL CLUB  
REQUEST TO RENEW LEASE**

Members were advised that representatives of Randalstown Rugby Football Club (Randalstown RFC) had contacted Council with a request to renew their lease early at Neillsbrook Park. The original lease for two pitches was granted in April 1997 for a period of 25 years. The area relating to the lease was highlighted in red and circulated. While there was a further year to run on the original lease, the Club had requested an early renewal to facilitate funding applications which require a longer term lease than that which is currently in place.

If approved, Council's Legal Services team would commence negotiations with the Club that will include current valuation of the land before returning to Council for final approval of the lease.

Proposed by Alderman Clarke  
Seconded by Councillor Kelly and agreed

**that Council agrees to the renewal of the lease of 2 pitches at Neillsbrook Park to Randalstown RFC, subject to valuation and final approval.**

*ACTION BY: Matt McDowell, Head of Leisure*

**PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'**

Proposed by Alderman Smyth  
Seconded by Councillor Archibald-Brown 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 business, the Chairperson thanked everyone for their attendance and co-operation, and the meeting concluded at 8.16 pm.

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**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.***