



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD  
AT MOSSLEY MILL ON MONDAY 7 SEPTEMBER 2020 AT 6.30 PM**

- In the Chair** : Councillor Foster
- Members Present** : Aldermen – F Agnew, T Burns, L Clarke, M Girvan,  
and J Smyth  
Councillors – J Archibald, A Bennington, J Gilmour, N Kelly,  
A Logue, V McWilliam and R Swann
- Non Committee Members** : Councillors – P Dunlop, L Irwin, N McClelland, 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 Officer – J Higginson  
ICT Helpdesk Officer – Jonny Wilson  
Mayor and Member Services Officer - S Fisher

**CHAIRPERSON'S REMARKS**

The Chairperson welcomed everyone to the September Operations Committee meeting and reminded all present of the audio recording procedures. He commented that it was an honour to be appointed Chair of the Operations Committee and placed on record his thanks to Alderman McGrath and Councillor Cooper for their work last year. He also thanked the Director and Officers of the Operations team for their ongoing hard work over the summer particularly in light of the difficult circumstances surrounding COVID-19.

He went on to acknowledge that in light of the impact of COVID-19, the Committee and Council may need to make difficult decisions over the coming year.

In order to protect public health during the current COVID-19 emergency it was not possible to allow the public or the press to attend the Operations Committee meeting. The meeting minutes and audio recording would be published on the Council's website.

**1 APOLOGIES**  
Alderman – J McGrath

**2 DECLARATIONS OF INTEREST**  
None

**3 ITEMS FOR DECISION**

**3.1 EH/GEN/007 THE ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010: PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS FOR SPECIAL EVENTS**

Members were reminded that the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 came into force in September 2017. This new legislation introduced powers to prohibit or restrict the use of public roads for the purpose of holding special events on them. Special events are defined as:

- Any sporting event, social event or entertainment which is held on a public road; or
- The making of a film on a public road - including the making of TV programmes, films or advertisements.

The Department for Infrastructure (DfI) was carrying out a review of how the legislation and its provisions were operating in practice and had circulated a questionnaire.

The areas under review were:

- Number of events
- Types of event
- Cost of administration

In addition, any other supporting data in relation to the implementation of the legislation had been requested and to this end, the following issues were raised:

- The cost incurred by each applicant in employing a competent Traffic Management Company for each event and how this impacts on the ability to proceed with events
- The constraints associated with having to advertise each event in at least one local newspaper

A copy of the draft response to the review was circulated.

Proposed by Alderman Smyth  
Seconded by Councillor Bennington and agreed that

**the draft response to the Review of the Roads (Miscellaneous Provisions) Act (Northern Ireland) be approved.**

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

### **3.2 L/GEN/075 LEISURE RECOVERY UPDATE**

Members were aware that Council's leisure centres closed on 19 March 2020 in line with government guidance relating the Coronavirus pandemic. Following the release of the Northern Ireland Executive's Approach to Decision Making document, Officers developed a series of recovery plans to enable a phased return of leisure services which were subsequently approved by Council. Key milestones in relation to recovery were as follows:

Phase 1 (28 May) – Golf Courses and Driving Ranges

Phase 2 (15 June) – Bowling Greens, Antrim Stadium, 3G Pitches

Phase 3 (15 July) – Fitness Suite & Fitness Classes

Phase 4 (7 August) – Swimming Pools\*, Sports Halls and selected Grass Pitches

\*For lane swimming and open swim sessions only. Leisure swim including aqua slides recommenced 28 August.

#### **Next Steps**

In line with the Northern Ireland Executive's easing of restrictions as well as guidance from National Governing Body Swim Ireland, it was proposed to recommence swimming lessons from mid October 2020. Swim Ireland's "Return to Water for Swimming Lessons" framework details a series of measures that would be applied to ensure the safety of those attending lessons, staff and instructors. As the swimming lessons would be delivered by coaches, there was no requirement to return additional staff from furlough.

The remaining facilities still to reopen are spas and health suite facilities, soft play, and ten pin bowling. Due to the challenges of opening these facilities safely, it was proposed that they remain closed but kept under review. Members considered approving delegated authority for Officers to re-open when safe to do so.

Members noted that Ballyearl Leisure Centre remained closed due to the challenges of effectively maintaining social distancing within the building, however access to the golf course and driving range was still available.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed that

#### **approval is given for:**

- (i) the recommencement of swimming lessons at the Antrim Forum, Valley and Sixmile leisure centres**

- (ii) **delegated authority for Officers for the re-opening of remaining leisure facilities, as set out above, when safe to do so and the Committee is kept informed on a monthly basis.**

*ACTION BY: Matt McDowell, Head of Leisure*

### **3.3 PK/BIO/011, PK/GEN/024 ANNUAL CONTRIBUTIONS PK/BIO/012, PK/GEN/177**

Members were reminded that in previous years Council had contributed to a number of organisations, by providing funding on an annual basis. The following groups had received annual contributions:

- Sustainable NI - £5,000 annually
- Forest Schools - £5,000 annually
- Keep Northern Ireland Beautiful - £21,000 annual funding (50% of which is available to community groups in the Borough for grants)
- Belfast Hills Partnership - £11,865 annually, and also a further £2,778 (since 2015) for the BHP Big Lottery Project

Due to the effects of the COVID-19 pandemic, a range of groups, including those above were contacted and advised that funding was being deferred due to the impact of lockdown on Council's finances.

Members' instructions were sought on releasing funding to these groups.

Correspondence had been received from Sustainable NI indicating that to encourage more co-ordination between councils and central government, on issues relating to planning and the built environment specifically, they proposed that each Council nominates a Sustainability Champion within Planning, with whom Sustainable Northern Ireland can liaise with to develop more sustainable planning policies. This information had been passed to the Director of Economic Development and Planning.

Proposed by Alderman Smyth  
Seconded by Alderman Clarke and agreed that

**funding is awarded to Sustainable NI, Keep Northern Ireland Beautiful and Belfast Hills Partnership, contributions as set out above, with funding to Forest Schools approved subject to confirmation that the programme can be delivered in schools this financial year.**

*ACTION BY: Vicki Kyles, Executive Assistant to the Director of Operations*

### **3.4 PK/BIO/019/VOL3 CORRESPONDENCE FROM DfI REGARDING BLUE/GREEN INFRASTRUCTURE**

Further to the report to the August meeting of Council highlighting the response to correspondence from the Department for Infrastructure confirming the status of the Doagh to Larne Greenway proposal, Officers also

referred to interest from a number of Members in the development of new walking and cycle routes.

The Department contacted the Chief Executive's office following receipt of the Council's letter and had requested a meeting to discuss the potential for a path from the western end of O'Neill Road to Gideon's Green to include a continuous route of a suitable width. This meeting had been arranged and Committee will be updated in due course.

Officers had also been contacted by some Members regarding

- a link from Hightown Road through to the O'Neill Road/Valley Park to Gideon's Green which would create an additional add stretch to the path set out above
- the Boardwalk in Antrim town linking the town to the Lough Shore Park.

In order to be able to update the Department on potential additional walking or cycling route options, Members were asked to indicate any other routes which could be considered subject to funding and land ownership.

At the request of a Member, that the potential for a path from Crumlin to Glenavy be highlighted to the Department including reference to the potential to link to the Lough Neagh route, the Director agreed to advise the Department. It was further suggested that any shared paths being considered must be of sufficient width to allow for dual use.

Proposed by Councillor Bennington  
Seconded by Alderman Girvan and agreed that

**the Department is updated on the options set out above together with the potential path from Crumlin to Glenavy, on the understanding that securing external funding will be a condition of schemes progressing.**

*ACTION BY: Ivor McMullan, Head of Parks*

#### **4 ITEMS FOR INFORMATION**

##### **4.1 L/LEI/AP/005 ALLEN PARK RESTAURANT FRANCHISE**

The franchisee at Allen Park had indicated that he is not in a position to continue operations, and had ceased trading at the facility.

The franchise opportunity would be advertised again and would be managed in line with the Council's procurement process.

Proposed by Alderman Girvan  
Seconded by Councillor Archibald and agreed that

**the report be noted.**

NO ACTION

#### **4.2 EH/PHWB/017 SLOW COOKER PROGRAMME**

In August 2020, Officers from the Health and Well Being team delivered a Slow Cooker Programme across the Borough through which residents who had received official shielding food boxes up to the end 31 July 2020 were given the opportunity to participate. The Programme delivered by the team was funded by the Northern Healthy Lifestyles Partnership (NHLP), Public Health Agency (PHA) and The Henderson Group.

A flyer was distributed to all those who were in receipt of shielding boxes with details of how to apply and a total of 54 slow cooker packs were distributed. Participants received a recipe book and a box of fresh and store cupboard ingredients to allow them to start using the slow cookers immediately, along with some food containers to store any excess meals. A member of the Environmental Health team also contacted each recipient to encourage use of the cooker, assess if they had any additional queries and to tailor the foods to the individual needs where practicable.

Initial feedback from participants had been very positive with some residents being totally overwhelmed at receiving the cooker and by the support provided by Environmental Health staff.

A full evaluation of the Slow Cooker Programme will be carried out in October to assess how usage was sustained and a report brought to a future meeting of Committee.

Proposed by Alderman Smyth  
Seconded by Councillor McWilliam and agreed that

**the report be noted.**

NO ACTION

#### **4.3 EH/EHS/FC/009 DRINKING WATER QUALITY REPORT FOR NORTHERN IRELAND**

Members were reminded that Northern Ireland Water produces a report to demonstrate water quality for each council in Northern Ireland based on the level of compliance with a set of standards.

For monitoring purposes, Northern Ireland Water's supply area is divided into water supply zones, each of which supplies a maximum of 100,000 people.

Samples were taken randomly from customer taps in each supply zone and from planned samples at supply points.

In summary, the findings for the Borough were:

- Compliance rate at the customer tap was 99.8% in 2019 – as surveyed from a random selection of homes in the Borough.

- The Council's 8 water supply zones all complied with the physical-chemical and microbiological standards laid out in the Water Supply (Water Quality) Regulations (Northern Ireland 2017. Some minor exceedances were noted but were not significant.

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

Proposed by Councillor Bennington  
Seconded by Alderman Burns and agreed that

**the report be noted.**

*NO ACTION*

#### **4.4 EH/EHS/018 REVIEW OF FOOD SERVICE DELIVERY PLAN 2019/2020**

The Council is required by the Food Standards Agency to produce an annual plan showing how it intends to fulfil its statutory duties and deliver Food Control services.

A review of the Food Service Delivery Plan 2019/2020 was circulated.

Due to the onset of the COVID-19 pandemic, resources had been dedicated to the implementation of the Health Protection (Coronavirus, Restrictions) (Northern Ireland) Regulations 2020 and supporting businesses as they reopen in securing compliance with Social Distancing requirements.

All other Food Safety activities would be addressed on a priority risk basis and kept under review.

Proposed by Councillor Logue  
Seconded by Councillor McWilliam and agreed that

**the review of the Food Service Delivery Plan 2019/2020 be noted.**

*NO ACTION*

#### **4.5 EH/EHS/011 HEALTH AND SAFETY DELIVERY PLAN REVIEW 2019-2020**

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

A copy of the review of the Health and Safety Service Delivery Plan 2019-2020 was circulated.

Due to the onset of the COVID-19 pandemic, and the involvement of the Environmental Health Service in the response to this public health and economic crisis, the Service Delivery plan for 2020-2021 had been suspended.

Resources had been dedicated to the implementation of the Health Protection (Coronavirus, Restrictions) (Northern Ireland) Regulations 2020 and supporting businesses as they reopen in securing compliance with Social Distancing requirements.

All other Health and Safety at Work activities were being addressed on a priority risk basis and kept under review.

In response to a query from a Member, the Head of Environmental Health confirmed that there were online resources available regarding manual handling and companies would be provided with the information.

Proposed by Councillor Kelly  
Seconded by Councillor McWilliam and agreed that

**the review of the Health and Safety Service Delivery Plan 2019-2020 be noted.**

*NO ACTION*

#### **4.6 PK/CP/003 CAR PARK ARRANGEMENTS, BALLYCLARE**

A request had been received from Ballyclare Primary School for slightly extended time slots to the parking permits for parents who need to take and collect their children from the school.

Changes to the usual school procedure due to COVID-19 had meant that the school has had to implement staggered times for parents.

The parking permit applies to the car park at the Town Hall – (Market Square, Ballyclare) for the following times:

- 8.20 am to 9.20 am
- 1.20 pm to 2.20 pm

Traffic Attendants will be in place but had been notified and parents with a permit would be exempt from parking charges for those periods of time only.

Parents also use the Harrier Way car park but, as there are no charges, there were no need for any changes.

Proposed by Councillor McWilliam  
Seconded by Councillor Archibald and agreed that

**the report be noted.**

*NO ACTION*

#### **4.7 PK/BIO/036 WOODLAND TRUST GREEN RECOVERY INITIATIVE**

Correspondence had been received and was circulated from the Woodland Trust regarding a scheme to provide free trees for schools and communities to

create more green spaces and address the climate and nature crises at grass roots level.

The Parks team had been working with the Woodland Trust on planting projects with local schools and community groups for many years and engaged with a number of groups *to establish* interest. As a result, one group, the Threemile Fishery Trust proposed to apply to plant trees through the scheme in an area in the Threemilewater Park path this autumn.

Officers had identified a number of areas which would be suitable for planting schemes including but not limited to, the Valley Park, additional parts of the Three Mile Water Park, the almost completed New Mossley Path, Six Mile Water Park, Crumlin Glen, Riverside path at Randalstown and adjacent to the new play park at Rathcoole.

The timing of this announcement had made it difficult for local schools to participate and there would be another opportunity later in the year which they may be able to benefit from.

Officers were engaging with Woodland Trust to try to secure a range of planting packs to enable further engagement and planting over the coming months. In addition, the GIS mapping of suitable areas was underway and this would enable discussion with DEA members.

The information received from Woodland Trust would also be highlighted on social media to encourage more uptake from groups locally.

Proposed by Councillor Bennington  
Seconded by Councillor Logue and agreed that

**the report be noted.**

*NO ACTION*

*Councillor Wilson joined the meeting during the next item.*

#### **4.8 WM/WM/40 DAERA FUTURE RECYCLING AND COLLECTION OF WASTE OF A HOUSEHOLD NATURE IN NORTHERN IRELAND DISCUSSION PAPER**

The Department of Agriculture, Environment and Rural Affairs (DAERA) had published a discussion document on the "Future Recycling and Separate Collection of Waste of a Household Nature in Northern Ireland" and this was circulated. This document targets both waste from households and businesses which produce mixed waste which is similar in nature and composition to waste from households. The aim is to help Northern Ireland achieve the targets of 65% municipal recycling rate by 2035 and to reduce landfill rates to 10% by 2035.

DAERA was seeking views on measures to improve the quality and quantity of recyclate collected in Northern Ireland and to reduce landfill rates whilst having minimal impact on businesses and householders. It set out 5 proposals

aimed at improving recycling from businesses and a further 12 targeting household waste.

The business proposals were set out in the Discussion Paper as follows:

1. In order to increase food waste collected from non-household (business and other organisations) municipal waste, the Food Waste Regulations (NI) 2015 should be reviewed to ensure obligated businesses segregate food waste for collection;
2. We want to increase recycling from businesses and other organisations that produce municipal waste. We think the most effective way of doing this would be to require these establishments to segregate their recyclable waste from residual waste so that it can be collected and recycled by waste collectors;
3. As rural communities make up a significant proportion of Northern Ireland, we propose to review the impact on businesses in rural communities so that they are not disproportionately affected by laws introduced to increase recycling of non-household municipal waste;
4. We propose to review options to maximise business recycling whilst alleviating the cost burden on businesses;
5. In advance of implementing changes to business recycling, we will work with waste producers and waste collectors to improve reporting and data capture on waste and recycling performance of businesses and other organisations. Any requirements will be subject to further consultation.

In summary, the business proposals were aimed at encouraging companies to recycle as much of their waste as possible while not increasing the financial burden on them.

The household proposals were set out as follows:

6. We propose that all Councils in Northern Ireland should be required to restrict capacity for residual waste from households to help divert more material into the recycling waste streams;
7. By 2023 we propose to legislate for Councils to provide all kerbside properties and flats with access to at least a weekly collection service for food waste;
8. We propose that all Councils in Northern Ireland should be required to collect a core set of dry recyclable material at kerbside from houses and flats;
9. We propose that the core set of materials will be glass bottles and containers, paper and card, plastic bottles, plastic pots tubs and trays, and steel and aluminium tins and cans;
10. We propose that this set of core materials should regularly reviewed by government and, if appropriate, expanded over time provided that:
  - evidence supports the benefits;
  - there are viable processing technologies for proposed materials
  - there are sustainable end markets
  - Councils would not be adversely affected, including financially

11. We propose to review the separate collection of materials in Northern Ireland and supporting guidance to help clarify the position on current and future collections to help Councils and waste operators in decision making on separate collections;
12. We propose to provide national guidance to help establish greater consistency in recycling and waste collection services and reduce confusion for households;
13. We will continue the support by the Department for Recycle Now and the tools produced by WRAP to help Councils and other campaign partners to communicate effectively on recycling;
14. We will work with Councils and others to improve transparency of information available to householders on the end destination for household recycling;
15. We will introduce statutory regulation in line with the other three UK nations requiring Materials Recycling Facilities (MRFs) to report on input and output materials by weight to determine the average percentage of target and non-target and non-recyclable material;
16. We propose developing an updated set of recycling and waste indicators to monitor performance and cost efficiency and to highlight where services may be improved. We will work with Councils to develop these and other indicators to reflect areas such as quality or contamination levels and service delivery;
17. We will look at metrics that can sit alongside weight-based metrics and will work with stakeholders to develop these to better measure reductions of carbon emissions with waste in Northern Ireland.

The main areas of discussion for households were:

- the restriction of residual waste capacity for households, which Council has already adopted with the provision of 180l black bins alongside the wheelie box service;
- the provision of a weekly collection service for food waste, possibly round 2023/24, which would be in alignment with plans for England and Wales. The evidence provided by DAERA would suggest that a weekly separate food waste collection service diverts significantly more food waste from landfill than a co-mingled food and garden waste service (brown bin). Officers believe that further Northern Ireland specific supporting evidence is required and DAERA new burdens funding would be requested if councils were required to introduce this. While for many councils additional collection vehicles will be required, in Antrim and Newtownabbey a separate food waste collection could be carried out as part of the wheelie box service;
- there is a greater focus on the quality of recyclate collected with a number of the measures seemingly encourage wheelie box type collections. DAERA would like an agreed set of materials that would be collected from all households in Northern Ireland like the existing glass, paper/card, plastic bottles/tubs, and cans collected in the majority of the Borough along with the possible inclusion of food and drinks cartons and plastic bags/film.

Officers were currently drafting a response to the discussion paper based on internal and external consultation meetings and would welcome feedback from Elected Members by Friday 18 September. A draft response to the Discussion Paper would be reported to full Council on 28 September.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed that

**the report be noted.**

*NO ACTION*

#### **4.9 EH/PHWB/017 MUDDY BOOTS – EDIBLE GROWING PROGRAMME**

Some Members were aware that the legacy Newtownabbey Borough Council developed an innovative programme - Muddy Boots – which was developed by the Nutrition and Wellbeing Officer.

This programme was designed to assist participants to grow their own fruit, vegetables or herbs in whatever space they have available; pots, window boxes, gardens or allotments. Videos and 'Sow and Grow' guides were available and could be used by both novices and more experienced gardeners.

The impact of COVID-19 on health and wellbeing had been a subject of some concern and in this context, Officers in the Well Being team reviewed the Muddy Boots resources previously used. Re-introducing in a web based format rather than the previously hands-on programme was easily achievable, at no cost and made the information accessible to a much wider audience, ensuring that delivery was safe for even the most vulnerable in our communities.

The Muddy Boots Online Experience, which will be available to all residents, will enable participants to grow fresh produce at home regardless of ability or available space, encouraging sustained participation in 'edible growing' as a lifestyle change.

The programme was also in line with the principles contained in the 'Health and Wellbeing 2026 - Delivering Together' strategy and the Mental Health Action Plan published in May 2020 by the Health Minister, Robin Swann.

These lifestyle initiatives have been shown to promote wider health benefits including healthier eating, increased physical activity and improved mental health and wellbeing.

A further update and links to the online resources would be brought to the October meeting of the Operations Committee.

Proposed by Councillor Bennington  
Seconded by Councillor Burns and agreed that

**the report be noted.**

*NO ACTION*

*The Chair advised that Any Other Business would be taken at this point.*

### **ANY OTHER BUSINESS**

In response to a query from two Members regarding dates for installation of inclusive swings in Ballyclare and Randalstown, the Head of Parks is to get clarification from the Head of Capital Development and advise of the relevant dates. The Chairman to be kept informed.

ACTION BY: Ivor McMullan, Head of Parks

A Member commended the team on the installation of the walk out pier at Red's Wood.

In response to a query from a Member, the Head of Parks confirmed that as the capital programme is suspended, that the allotment projects at Crumlin and Rathcoole have also been suspended. The Head of Capital Development to provide an update on progress achieved pre lockdown.

ACTION BY: Ivor McMullan, Head of Parks

### **PROPOSAL TO PROCEED 'IN CONFIDENCE'**

Proposed by Alderman Smyth

Seconded by Alderman Burns and agreed that

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

## **5. ITEMS IN CONFIDENCE**

### **5.1 IN CONFIDENCE PK/GEN/171 RIGHT TO SELL FOODSTUFFS AND HOT/SOFT DRINKS IN COUNCIL PARKS**

**Contract Period 1 September 2020 to 31 August 2021 (with an option, by the Council, to extend for a further period of 12 months, subject to review and performance)**

A procurement process was recently completed for the provision of foodstuffs and drinks at Sixmilewater Park, Ballyclare; Threemilewater Park, Newtownabbey and Lilian Bland Community Park, Glengormley.

Invitations to quote were issued to vendors who expressed an interest in providing this service. Following assessment, the following services have been awarded:

TYPE OF VENDING	LOCATION	APPLICANT	ANNUAL FEE
Hot Food / Coffee	Sixmilewater Park	Jamison Tea Pod	(£■■■■■)
Ice Cream	Lilian Bland Community Park	Sno Cream Ices	(£■■■■■)

A further process would be considered at Threemilewater Park for the spring.

Proposed by Councillor McWilliam  
 Seconded by Councillor Bennington and agreed that

**the report be noted.**

*NO ACTION*

## 5.2 **IN CONFIDENCE WM/arc21/4/VOL5 arc21 JOINT COMMITTEE PAPERS**

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

- July 2020
- August 2020

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 Alderman Smyth  
 Seconded by Councillor Logue and agreed that

**the papers be noted.**

*NO ACTION*

## 5.3 **IN CONFIDENCE WM/WM/37 HARMONISATION OF WASTE COLLECTION SERVICES IN THE BOROUGH –UPDATE OF PROJECT TIMELINE AND CONTRACTS**

Following approval of the harmonisation of the kerbside collection of all recyclable and residual domestic waste, service and delivery, from households across the Borough at the October 2019 meeting of Council, Officers submitted a £■■■■■ funding application to DAERA to fund the new scheme. Council had received notification that the full funding has been secured and a letter of offer will be issued in mid-September 2020.

A funding application of this value, requires extensive evaluation by both DAERA and the Department of Finance officials and has taken some considerable time. Throughout the assessment process, Officers have been re-visiting the timeline for the various elements of the harmonisation process. The timeline had been amended to reflect the delay in the funding decision and

the impact of the COVID-19 pandemic. The pandemic has had a significant knock-on effect on capital delivery times and procurement of services.

It was anticipated that the full implementation of the changes will now be completed by May 2021. A summary Project Timeline was circulated.

Following the confirmation of award of grant, Officers would start the process of purchasing the collection vehicles and containers during September. Procurement of a dedicated kerbside wheelie box collection service for the whole of the Borough and container building and distribution services for the Antrim area will also be initiated.

In addition, Officers were also developing an education and awareness programme for residents in the Antrim area to assist with the successful introduction of the new waste containers. The programme would include door-to-door canvassing, use of social media, leaflets, billboard and bus shelter advertisements.

Due to the impact of the delays on a range of contracts, the following arrangements had been put in place to ensure continuity of service from 1 October 2020 (all fully compliant with procurement guidelines):

<b>Bin</b>	<b>Antrim</b>	<b>Contract end date</b>	<b>Newtownabbey</b>	<b>Contract end date</b>
<b>Black (240 litre) &amp; Blue</b>	Bryson Recycling until 30 April 2021 initially through a direct award for 1 month (October 2020) and subsequently through a contract variation of the new Residual Waste Collection Contract approved by Council August (at a 9.8% increase in the contract cost)	30 April 2021		
<b>Black (180 litre)</b>	Bryson Recycling (60- month contract with first 6 months under variation, as noted above.	30 October 2025	Avenue Recycling	July 2023
<b>Brown</b>	Avenue Recycling	July 2023	Avenue Recycling	July 2023
<b>Wheelie Box</b>	Contract to be procured for a projected start date of 1 May 2021		Bryson Recycling	Extended by 6 months to April 2021 to tie in with the

			start of the new harmonised collection service contract
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Officers would continue to provide an update to Members on the milestones achieved in rolling out this harmonised service across the Borough.

Proposed by Alderman Smyth  
 Seconded by Councillor Bennington and agreed that

**the report be noted.**

*NO ACTION*

**5.4 IN CONFIDENCE PK/GEN/086 PARKS PLANT AND VEHICLE REPLACEMENT**

At the January 2019 meeting of the Policy and Governance Committee, a 3-year Capital Fleet Replacement Programme was approved and including the following estimates for Year 2 of the programme (2020-2021) for Parks.

**2020/21 CAPITAL PROGRAMME**

**Vehicles**

Parks & Cemeteries	£	████████
<b>Total Estimated Vehicles Cost</b>	<b>£</b>	<b>████████</b>

**Mobile Plant Items**

Parks & Cemeteries	£	████████
<b>Total Estimated Mobile Plant Items</b>	<b>£</b>	<b>████████</b>

<b>TOTAL ESTIMATED REPLACEMENT COSTS 2020/21</b>	<b>£</b>	<b>████████</b>
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Officers had reviewed requirements for vehicles and plant and had re-assessed some with low usage levels which can be kept in use for at least another year while still operating economically. This had resulted in a reduced in year requirement with an estimated total cost of £████████ rather than the £████████ initially projected. Provision had been made in the Parks capital budget.

Proposed by Alderman Girvan  
 Seconded by Councillor Logue and agreed that

**approval be given for the purchase of new plant and vehicles for the Parks Service from the Capital Fleet Replacement Programme at an estimated cost of £████████.**

*ACTION BY: Ivor McMullan, Head of Parks*

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

Proposed by Alderman Smyth  
Seconded by Alderman Burns 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 Chair thanked everyone for their attendance and for adhering to the social distancing restrictions. The meeting concluded at 7.15 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.***