



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON MONDAY 3 OCTOBER 2016 AT 6:30 PM**

**In the Chair** : Councillor J Montgomery

**Members Present** : Aldermen - T Burns, P Barr, M Girvan, J Smyth  
Councillors – D Hollis, N Kelly, T Hogg, M Goodman, R Lynch, M Magill, V McWilliam, M Rea and D Ritchie

**Non-Committee Members Present** : Councillors – D Arthurs, L Clarke, P Michael, B Webb

**Officers Present** : Director of Operations - Ms G Girvan  
Head of Leisure – Mr I McMullan  
Head of Environmental Health - Mr C Todd  
Head of Waste Management – Mr M Laverty  
Media and Marketing Manager – Ms N McCullough  
ICT Officer – Mr J Higginson  
Member Services Officer - Mrs D Hynes

**CHAIRMAN'S REMARKS**

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

**1 APOLOGIES**

None.

**2 DECLARATIONS OF INTEREST**

Item 3.30 – Alderman M Girvan

### **3.1 WM/GEN/06 ACTION PLAN FOR CENTRAL AND LOCAL GOVERNMENT TO MANAGE NORTHERN IRELAND'S MUNICIPAL WASTE**

Last June officials from the former Department of Environment and Strategic Investment Board (SIB) worked with SOLACE from the Councils and NILGA to develop an action plan to manage municipal waste in Northern Ireland.

The final document, an "Action Plan for Central and Local Government to Manage Northern Ireland's Municipal Waste" had been developed with the aims of recognising and realising the true value of waste as a resource and providing wider economic opportunities for the private and third sectors, by supporting innovation, job creation and increased profitability across the industry (circulated).

The Action Plan, in draft format at present, sets out a framework to ensure Northern Ireland meets the relevant targets set for 2020 and beyond. It outlines 4 delivery and 2 supporting outcomes with further tasks under each one. The 4 delivery and 2 supporting outcomes are as follows:

#### **Delivery Outcomes**

- 1. Minimise municipal waste**
- 2. Achieve the 2020 recycling target (50%) and prepare for the 2030 target of 65%**
- 3. Maximise recovery and use of energy from residual waste in Northern Ireland**
- 4. Ensure provision of sufficient landfill capacity in Northern Ireland**

#### **Supporting Outcomes**

- 1. Delivery model to implement the Action Plan for Central and Local Government to manage Northern Ireland's municipal waste**
- 2. Create a new procurement strategy to deliver outcomes 1-4**

The Department had requested that the 11 Councils endorse the Action Plan and it is currently working through the other 10 Council's democratic processes. Therefore it is recommended that Council approves and co-operates in the delivery of the Action Plan.

Proposed by Councillor Ritchie

Seconded by Councillor Goodman and agreed that

**the NILGA/SOLACE Action Plan for Central and Local Government to Manage Northern Ireland's Municipal Waste is approved.**

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

### **3.2 WM/WM/23 arc21 WASTE MANAGEMENT PLAN**

The Waste and Contaminated Land (NI) Order 1997 established a requirement for each Council to prepare a waste management plan that needs to be approved by Central Government. arc21, on behalf of the then 11 constituent Councils, prepared a joint Waste Management plan for the Eastern Region and in 2014 both legacy Councils formally adopted the arc21 Waste Management Plan.

As a result of Newry and Mourne being included in the arc21 region, the Waste Management Plan had to be updated to reflect the waste created in this area. This process has now been completed and the Plan had been submitted and approved by the Department for Agriculture, Environment, & Rural Affairs. In order to complete the process, Council needs to approve the Plan. As members recalled approval of this plan had been deferred over recent months. A copy of the Executive Summary of the Plan was circulated.

Proposed by Alderman Smyth  
Seconded by Councillor Ritchie and agreed that

**the arc21 Waste Management Plan is approved.**

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

### **3.3 L/LEI/44 GREYSTONE ALLOTMENTS**

#### **Background**

In March 2014, legacy Antrim Borough Council approved development of allotments at Greystone, following the offer of £52,000 from CAN Peace 3 Partnership. The funding was awarded from slippage within the Programme and had to be delivered within 5 months.

Council had this land on a 10,000 year lease from Northern Ireland Housing Executive (NIHE), and a payment of £3,000 had been requested by NIHE.

Proposed by Councillor Lynch  
Seconded by Alderman Smyth and agreed that

**Council approves £3,000 waiver to the lease from Northern Ireland Housing Executive for the change in land use at Greystone for community allotments.**

*Noted: Members congratulated Officers on the good work in getting the allotments in place.*

*ACTION BY: Elaine Upton, Countryside & Physical Activity Development Manager*

### **3.4 AC/GEN/21 ARTS COUNCIL CHALLENGE FUND**

Members were reminded that at the November 2015 Operations Committee meeting the acceptance 'in principle' of the offer from the Arts Council of Northern Ireland of up to £150,000 in the form of a Local Government Challenge Fund along with a commitment of council match funding of up to £150,000 was approved.

Members were advised that the Arts Councils intention was that this funding be used to deliver additional arts activity throughout new Council areas, whilst also contributing to delivery of the Council's Community Plans.

The Arts Council Challenge Fund was officially launched by the Minister for Communities Paul Girvan MLA on 21 September 2016 with applications for funding to be submitted by the 31 March 2017. This application requires both an

audit of existing arts activity as currently delivered by the Council as well as a proposed project plan of arts activity including costs and demonstration of how the project aims link to delivery of the Community Plan. Members are reminded of themes contained in Council's developing Community Plan.

- Support for vulnerable people
- Connected communities, socially and physical which are vibrant places
- A better choice of services and facilities for residents
- A more equal society

It was proposed to develop a project plan of arts activity to a total value of £300,000, which delivers against the four community plan themes above. As a first step in this process it is proposed to carry out consultation at the next series of Borough wide community planning consultation sessions scheduled later in autumn. This consultation would be used to find out directly what communities would like to see in terms of the delivery of arts activities, which address community planning objectives and community needs leading to the development of a project plan on this basis. The draft plan will be brought back to a future meeting of the Committee for approval, prior to submission within Council's funding application to the Arts Council by end March 2017.

Proposed by Councillor Hollis

Seconded by Councillor McWilliam and agreed that

**community consultation on an Arts Project Plan in the next series of community planning consultation sessions be approved.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

### **3.5 EH/EHS/2 SERVICE LEVEL AGREEMENT - WELFARE OF ANIMALS (NI) ACT 2011**

Members were reminded that prior to Local Government Reform the Department of Agriculture and Rural Development (DARD) funded Animal Welfare Service was managed and delivered by Ballymena Borough Council on behalf of the ten constituent Councils of the Northern Group area, with Ballymena Borough Council assuming the Lead role.

Since April 2015, Councils had agreed to reconfigure the Animal Welfare Service. Mid and East Antrim Borough Council continues to act as a Sub-regional Lead Council responsible for service delivery across the Northern Region. This is made up of its own area and that of Antrim and Newtownabbey and Causeway Coast and Glens Borough Councils.

A Service Level Agreement (SLA) had been drawn up to establish the provisions under which Mid and East Antrim Borough Council may provide the DAERA, the new Department of Agriculture, Environment and Rural Affairs, funded Animal Welfare Service was circulated. In addition, the SLA defines the role, responsibilities and obligations of the stakeholders within the Northern Region.

The Service Level Agreement deals with:

- Review of the Service Level Agreement

- Performance Review and Reporting
- Level of Service Delivered
- Financial Arrangements
- Funding Allocation
- Resource
- Enforcement Decisions
- Sub-regional Animal Welfare Forum
- Media Enquiries
- Health and Safety
- Termination
- Resolution of Disputes

Proposed by Councillor Kelly  
 Seconded by Alderman P Barr and agreed that

**the Service Level Agreement between Antrim and Newtownabbey Borough Council and Mid and East Antrim Borough Council be approved for signing.**

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

### **3.6 WM/WM/24 FAIRTRADE BOROUGH STATUS**

Northern Ireland Fairtrade, with the support of the All Party Group on Fairtrade at Stormont, is aiming to achieve Fairtrade Zone status for Northern Ireland within the next six months. In order to achieve this all the Councils in Northern Ireland are working towards Fairtrade Borough status.

Previously both Antrim and Newtownabbey Borough Councils individually achieved Fairtrade Borough status but there is now a requirement for the new Council to obtain the award. In order to get Fairtrade status, five goals have to be achieved:

#### **Goal 1:**

Council passes a resolution supporting Fairtrade and agrees to use 100% Fairtrade coffee at its meetings. Both the legacy Councils had previously passed resolutions supporting Fairtrade and the shadow Council also agreed to maintain the Council's Fairtrade accreditation in November 2014.

Initially it was thought the existing Resolutions would be sufficient and would transfer to the new Council but Officers have been advised that in order to maintain its status a new Fairtrade Resolution must be adopted. The proposed Resolution replicates the previous versions adopted by the legacy Councils and should be achieved within existing staff resources and budgets. A copy of the proposed Resolution was circulated for approval.

#### **Goal 2:**

A Fairtrade group is established to promote fair trade activities in the Borough. Group to include a Council representative and people representing the area's schools, young people, churches, local businesses and community groups.

There is already a group in existence in the Borough formed through the merger of the two legacy groups and it is planned to re-establish it with Elected Members being involved. Normally the group met at least twice a year and facilitated fairtrade activities in the Borough.

On the achievement of the first two goals, the Fairtrade Group will work towards the remaining three goals:

**Goal 3:**

Promotion of Fairtrade Fortnight as a key focus for local awareness-raising in the Borough.

**Goal 4:**

Local schools are supported to raise awareness and promote Fairtrade in the Borough.

**Goal 5:**

The promotion of increased availability and sales of Fairtrade products in shops and businesses locally. Through liaison with Economic Development staff this will be progressed.

If the Fairtrade Resolution is adopted, Officer will request a nomination from each of the political parties to sit on the Fairtrade Group for the Borough. Once the nominations are received a meeting of the Group will be organised as soon as practically possible.

Proposed by Alderman J Smyth  
Seconded by Councillor Ritchie and agreed that

**the proposed Fairtrade Resolution is approved.**

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

### **3.7 OA/CN/116 LICENSING AND REGISTRATION OF CLUBS (AMENDMENT) BILL**

Correspondence had been received from the Committee for Communities seeking views on The Licensing and Registration of Clubs (Amendment) Bill.

The Bill was introduced to the Northern Ireland Assembly on 19 September 2016 and subject to approval by the Assembly at second stage, will be referred to the Committee for Communities which has responsibility for the committee stage of the Bill.

The Licensing and Registration of Clubs (Amendment) Bill will:

- place restrictions on the advertising of intoxicating liquor in supermarkets and off sales premises;
- introduce occasional additional late opening for certain licensed premises and modest changes to the Easter opening hours for certain licensed premises and registered clubs;
- align intoxicating liquor and entertainment licences in licensed premises allowed late opening;
- remove requirement for children's certificates in licensed premises and registered clubs;
- permit underage functions in licensed premises and registered clubs provided certain conditions are met;

- require licensed restaurants to display a notice in relation to their licence conditions;
- place a requirement on delivery persons to record details of identification shown (if there is any doubt that the person to whom the alcohol is delivered is not 18 years of age or over);
- permit formal approval for codes of practice on responsible retailing; and
- make some other minor changes to the law affecting private members' clubs.

Full details of the Bill, the Explanatory and Financial Memorandum, a guide to submitting written evidence and a template to submit evidence can be found at:

<http://niassembly.gov.uk/assembly-business/committees/communities/legislation/licensing-and-registration-of-clubs-amendment-bill/>

Submissions must be received by 19 October 2016.

Whilst Council is a consultee in matters relating to the sale of alcohol, Liquor Licenses are issued and regulated by the Courts in Northern Ireland. It is therefore recommended that Members respond on an individual or party political basis.

Proposed by Councillor Kelly  
Seconded by Alderman J Smyth and agreed that

**Members respond to the letter from the Committee for Communities on The Licensing and Registration of Clubs (Amendment) Bill on an individual or party political basis.**

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

### **3.8 L/P/19 GRASS MANAGEMENT**

Following the most recent meeting of the Grass Management subgroup on 5<sup>th</sup> September an update was set out below.

#### **Traffic Management Regulations - Roundabouts and Verges**

Landscaping options being finalised for consideration.

#### **Timetable for Programming of Hard Landscaping**

Hard landscaping

Timetable to be finalised with Parks team to carry out the ten Antrim roundabouts and most of the smaller roundabouts and those at A8 and Toome being carried out through Transport NI

Enhancement of Sandyknowes Roundabout:

Proposals for a two stage approach discussed. Phase 1 being provision of a gravel band on top of fabric 6 to 8 m wide on the central roundabout area from the North bound entrance to the South bound exit providing a neat approach from the outer kerb to the tree area, with low shrubs planted at strategic



locations for interest and colour. Transport NI have given approval in principle for works to be carried out but confirmed that there is no budget available to assist. Estimated costings to be brought back for consideration together with costings for the area from the Mallusk access to the M2 North Exit slip road.

As part of a 2<sup>nd</sup> phase improvement signage, underpass lighting/landscaping to be the subject of a future report.

### **Enhancement of Castle Street, Antrim**

Members considered outline proposals for this location and discussions around the best way to proceed to establish design and project cost options were discussed, to complement Public Realm works completed in the town in recent years. A further detailed report will be brought to the sub-group for consideration in the first instance.

### **Enhancement of Killead, Nutt's Corner and Greystone Roundabouts**

Due to access restrictions, these roundabouts are cut 5 times per year through set up arrangements provided by Transport NI. Officers expect that through implementing improvements at other roundabouts these will require less work meaning that the Transport NI set ups can be concentrated on these three roundabouts, increasing the number of cuts per year and improving appearance.

### **Urban Grass Cutting**

The 5 urban cuts funded by Council are progressing on schedule.

### **Best Kept Gardens**

Presentations to winners are scheduled for 27<sup>th</sup> and 28<sup>th</sup> September and photographs will be reported to Committee in due course.

### **Flax Harvesters**

An information panel to be located in the vicinity of the roundabout is being progressed and Members will be updated in due course.

### **Accreditations**

All Thirteen Green Flag locations have been successful in addition to two Heritage Green Flags for Castle Gardens and Sentry Hill. The Ulster in Bloom results announced on 14 September are detailed below:-

<b>Town/Village</b>	<b>Category (total no. of entries)</b>	<b>Place</b>
Ballyeaston	Small Village (22)	3 <sup>rd</sup> place
Ballynure	Village (27)	3 <sup>rd</sup> place
Randalstown	Small Town (28)	2 <sup>nd</sup> place
Antrim Town	Large Town (8)	2 <sup>nd</sup> place



Proposed by Alderman M Girvan  
Seconded by Councillor Kelly and agreed that

**costed proposals be brought back to the grass management subgroup and Operations Committee in due course.**

*The Chair congratulated those who had received the 4 awards and to any individuals who had also received awards.*

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.9 L/LEI/3 REVIEW OF LEISURE MEMBERSHIP SCHEME**

Members approved the introduction of a new staff leisure membership scheme from 1 April 2015. This scheme gave access to leisure facilities, for a monthly fee of £13.00.

Further amendments were approved by Council during the year namely:

- staff bookings for exercise classes to be aligned with customer membership scheme.
- staff/employees of organisations who have a lease/franchise are granted a membership of £18.00 per month for the period of the franchise/agreement (limited to the site where the service is provided).
- approval is granted for a scheme to be introduced for casual workers on the basis of one exercise opportunity for each day or part day employed at the respective site, per week.

The scheme has been reviewed and is working well. Through staff roadshows it was suggested that access to golf be reviewed. As a result one amendment is being recommended; to extend the option for access to golf from Monday to Thursday to Monday to Friday.

It is also proposed to extend the option of free golfing from Monday to Thursday to Monday to Friday (not available Saturday and Sunday due to business demands).

An amended scheme was circulated for consideration.

Proposed by Alderman J Smyth  
Seconded by Councillor Hogg and agreed that

**the Leisure Membership Scheme including the amendment to golf access be approved.**

*ACTION BY: Caroline Douglas, Business Support Manager*

### **3.10 L/GEN/32 TRANSFORMATION STRATEGY FOR LEISURE, PARKS AND OPEN SPACES**

Members were reminded that a recent survey conducted through Borough Life and the website which indicated that Council's Parks and Open Spaces are popular amongst residents. Officers intend to build on this and to provide a

blueprint for the future transformation of the Parks facilities through a Strategy which will guide budgeting, improvements, events, maintenance/accreditations and staffing. This will transform the facilities to further meet local and visitor needs.

In order to progress this strategy the following actions, amongst others would be explored to inform the process:

- Review of best practice
- Review of feedback from consultations
- Consultation with local parks/leisure users
- Establishment of user groups/links with existing groups
- Staff engagement

Some external support may be required and at this stage it is too early to estimate the costs. Officers will endeavour to do as much as possible in house with a draft Strategy and Action Plan in late spring 2017.

Proposed by Alderman P Girvan  
Seconded by Councillor McWilliam and agreed that

**approval is given to progress a Transformation Strategy for Leisure Parks and Open Spaces for completion Spring 2017.**

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.11 L/SAP/8 COUNCIL SPORTS AWARDS**

Members were reminded that a group of elected Members, one from each party, was established to progress Council's first Sports Awards event, scheduled for 23 February 2017.

Following a call for expressions of interest, six local community sporting representatives had been invited to join the group which had its first meeting on 20<sup>th</sup> September. The minutes of the meeting were circulated.

Proposed by Alderman J Smyth  
Seconded by Councillor Hollis and agreed that

**the minutes of the Sports Awards Working Group Meeting be approved.**

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.12 L/GEN/5 ACCESS TO LEISURE FACILITIES - SENIOR CITIZENS**

Introduction

A number of queries had been received regarding the potential for free use of leisure facilities for senior citizens. Currently Council has concessions for senior citizens (60+) for swimming, health suite/swim and gym use.

Issues to be considered

In considering this issues members need to give consideration to:

- (i) Health and well-being of senior citizens in the context of the Corporate Plan
- (ii) What neighbouring councils are offering
- (iii) Definition of Senior Citizen
- (iv) Free access to which facilities/timing
- (v) Reciprocal arrangements
- (vi) Income
- (i) Health and well being

The Corporate Plan sets out Council's vision to 2030. The People theme sets out Council's aspiration that *'Our communities will have access to high quality Council services and facilities. The support we provide will lead to a more active, healthy and empowered community'*.

Socio economic data was circulated, Appendix 1 revealed that in 2014 20.9% (29,240 people) were aged 60+ years. Between 2014 and 2024 the population aged 60+ in the Borough is projected to increase by 24% to 36,374 and by 2030 it is projected to increase further by 13% to 41,188

It is widely agreed that social participation and social support are strongly connected to good health and well-being throughout life. Participating in leisure, social, cultural and spiritual activities in the community, as well as with the family, allows older people to continue to exercise their competence, to enjoy respect and esteem, and to maintain or establish supportive and caring relationships. The extent to which older people participate in the social, civic and economic life of the community is also closely linked to their experience of inclusion.

The Active Ageing Strategy 2015-2021 states, *'The key message ... is that keeping active, both physically and mentally, as we get older is the most effective way to enable as many of us as possible to enjoy the benefits of living longer and to minimise the problems that some older people face. We need to encourage and support active ageing and to tackle the barriers to active ageing. This means addressing the problems that older people face now and encouraging people in mid-life to live more active, healthier lives'*.

- (ii) Neighbouring Councils  
A survey of charges by other councils, and particularly neighbouring councils has revealed that a number offer free use of some facilities at specified times for senior citizens (following mergers in April 2015 councils are at various stages of alignment of pricing and concessions but the position at August was circulated at Appendix 2 for Members' information). In summary three out of four of those Councils which have boundaries with Antrim and Newtownabbey (Belfast, Lisburn and Castlereagh and parts of Mid and East Antrim) offer free off peak swims to senior citizens whilst Mid Ulster charges a reduced rate. No other facilities are offered free to senior citizens.
- (iii) Definition of Senior citizen

For the purposes of concessions council currently gives concessions to senior citizens at age 60+. Other councils appear to use 60 as the definition of senior citizen.

- (iv) Free access to which facilities/timing  
Consideration needs to be given to which facilities could be offered free. Looking at all councils the three areas which are offered free or at concessionary rates are:  
Swimming  
Health suite  
Gym

Taking into account what neighbouring councils are offering and the potential for reciprocal arrangements to be agreed across boundaries it may be worth considering free use of swimming pools. There is a mixture of

- free unlimited access (Lisburn and Castlereagh) and
- free off peak access (Belfast and parts of Mid and East Antrim)

Members' views were sought on this issue.

- (vii) Reciprocal arrangements  
As above, once Council has agreed a way forward Officers can initiate discussions with neighbouring councils to agree reciprocal arrangements.

- (viii) Income  
It is estimated that there will be:-
- A total estimated loss of income of £54,000 for swimming only based income figures for 2015/2016:
    - income from casual swimming and
    - 150 direct debit cancellations
  - £194,000 loss of income for all casual activities excluding golf and courses. This based upon previous year income and all direct debit cancellations in this age group

Officers have contacted a number of other councils to establish the impact on income of decisions taken in the past on similar decisions but it has not been possible to get the information due to changes over the years. Officers are currently reviewing the Pricing Policy and Schedule for consideration at Committee in November and will feed in any decision into the revised documents.

Proposed by Councillor Hogg  
Seconded by Councillor Lynch and agreed that

**in light of the context outlined in the report and to ensure consistency with other councils, it is recommended that Council approves free access to swimming for Borough Residents aged 60+. Review to be carried out in 1 year and reported to Committee.**

*ACTION BY: Ivor McMullan, Head of Leisure*

### 3.13 L/LEI/268 RECOGNITION OF ACHIEVEMENTS OF SIR TONY McCOY

Officers had been asked to explore ideas as to how to recognise the achievements of Sir Anthony McCoy who is from Moneyglass, near Toomebridge. Amongst his many achievements Sir Tony has ridden a record 4,358 winners. He was Champion Jockey a record 20 consecutive times, every year that he was a professional and more recently he was knighted in the 2016 New Year Honours for services to horse racing. Provision of a permanent sculpture or feature garden in his local area has been suggested.

Informal approaches had been made to the McCoy family who had indicated that they would be supportive of a permanent form of recognition. At this stage it appears that a sculpture on Brecart Roundabout could be a potential option, both because this is a gateway roundabout to the Borough and because it is located close to the McCoy family home. In addition, as Members were aware there are ongoing efforts to improve the appearance of grass verges and roundabouts in the context of Traffic Regulations and Transport NI Budget cuts and Officers are developing proposals for re-designing landscaping of various roundabouts at this time.

Costings and potential sources of external funding and sponsorship would need to be explored together with firmer proposals on location and type of permanent recognition.

Proposed by Alderman J Smyth  
Seconded by Councillor Ritchie and agreed that

**approval is given for Officers to progress as set out in the report with recommendations brought to Committee in due course.**

*ACTION BY: Ivor McMullan, Head of Leisure*

### **3.14 CE/GEN/60 BUSINESS PLANS**

Members were advised that the first quarter reviews of Business Plans for Environmental Health; Waste; Arts and Culture and Leisure had been produced for 2016/2017.

Copies were circulated for Members' attention.

Proposed by Councillor Kelly  
Seconded by Alderman J Smyth and agreed that

**the 2016/2017 review of the Business Plans be noted.**

*NO ACTION*

### **3.15 WM/GEN/7 LANDFILL COMMUNITIES FUND**

Recently officers were asked for information relating to the Landfill Communities Fund (LCF) and it was felt that it would be beneficial to make the information available to all Elected Members.

The LCF is a tax credit scheme which enables operators of landfill sites to contribute money to community environmental organisations to 'offset' some of the negative impacts of living in the vicinity of a landfill site.

There are two LCF available to groups in the Borough and they are:

1. BiffaAward ([www.biffa-award.org/home](http://www.biffa-award.org/home)) applicable to the Cottonmount Landfill Site in Mallusk;
2. Alpha Programme ([www.groundwork.org.uk/Sites/northernireland/pages/the-alpha-programme-ni](http://www.groundwork.org.uk/Sites/northernireland/pages/the-alpha-programme-ni)) applicable to the Mullaghglass Landfill Site in Lisburn.

In order for groups to apply for funding their projects must fall into the following categories:

1. Projects which provide, maintain or improve a public park or other public amenity in the vicinity of a landfill site, and which promotes positive land management and community involvement e.g. creation of wildlife habitats or play areas.
2. Projects which promote biodiversity through the provision, conservation, restoration or enhancement of a natural habitat; or the maintenance or recovery of a species in its natural habitat. (Please note that projects should demonstrate links to local or national Biodiversity Action Plans (BAPs)).

The Projects must be within 10 miles radius of the landfill site that the funding programme is applicable to, although if they are applying to BiffaAward, under the Main Grants Rebuilding Biodiversity theme, the radius is extended to **15 miles**. Biffa Award currently provides funding for projects between £10,000 - £75,000 and the Alpha Programme funding limits are £10,000 - £50,000.

Proposed by Councillor McWilliam

Seconded by Alderman J Smyth and agreed that

*Noted: Officers to furnish Members with a list of those groups which have accessed funding.*

**the report be noted.**

*ACTION BY: Michael Laverty*

### **3.16 WM/WM/14 O'NEILL ROAD RECYCLING CENTRE UPDATE**

This report was to update Members on the usage of O'Neill Road Recycling Centre, which was officially opened on 5<sup>th</sup> November 2015 by Mr Mark H Durkan, former Environment Minister.

The Recycling Centre is extremely well used by members of the public and the table below compares the number of cars entering the O'Neill Road site and the Bruslee Centre on monthly basis:

	<b>Bruslee Recycling Centre</b>	<b>O'Neill Road Recycling Centre</b>
Jan 16	10,495	10,650

Feb 16	8,948	9,710
Mar 16	12,147	13,278
Apr 16	12,542	12,524
May 16	15,314	14,212
Jun 16	13,869	13,482
<b>Total No of Cars</b>	<b>73,315</b>	<b>73,856</b>

The O'Neill Road Recycling Centre was experiencing greater usage than the Bruslee facility despite not being operational on a Sunday or having late night opening during the summer. While Officers believed there may be some displacement of waste from Bruslee and other sites in Belfast, there seems to be evidence suggesting a proportion of the traffic is from new recyclers.

The layout of the Centre promotes the segregation of recyclables, with over 2,000 tonnes of waste recycled between January and June 2016 at a recycling rate of 75%. The remainder of the waste is diverted from landfill and sent to recovery facilities.

Numbers for the other three recycling centres will be reported once received and all 5 centres will be included in the Waste Performance Report going forward.

Proposed by Alderman J Smyth  
 Seconded by Councillor Magill and agreed that

**the report be noted.**

*Noted: Officers to report on statistics for all recycling centres and tonnages in the Quarterly Waste Performance report.*

*Noted: Councillor Webb congratulated the staff at O'Neill Recycling Centre on their customer care, which had been complimented by a number of those visiting the facility.*

*ACTION BY: Michael Laverty*

### **3.17 ES/FC/21 DRINKING WATER QUALITY ANNUAL REPORT 2015**

Northern Ireland Water had produced their annual report on the quality of drinking water in Northern Ireland.

The report was circulated and outlined the results of tests carried out for microbiological quality as well as physical and chemical quality at the point of sampling in the home.

Antrim and Newtownabbey results indicated that water quality is at or above the average for Northern Ireland in all tests carried out.

Proposed by Alderman M Girvan  
 Seconded by Alderman J Smyth and agreed that

**this report be noted.**



NO ACTION

### 3.18 EH/EHS/2 REVIEW OF THE WELFARE OF ANIMALS (NI) ACT 2011

Members were reminded that the former Minister of Agriculture and Rural Development initiated a review of the Welfare of Animals (NI) Act 2011 in March 2014.

The review which was led by officials from the former Departments of Agriculture and Rural Development and Justice considered implementation of the Act under six themes:-

- Sentencing
- Delivery Structures – Farmed Animals, Non Farmed Animals, Wild Animals
- Working Together (facilitating enforcement)
- Serving the Public
- Dog Breeding and Online Pet Sales
- Equines

Representatives from councils, Police Service of Northern Ireland, Public Prosecution Service and Northern Ireland Courts and Tribunals Service provided input to the review.

A copy of the final report of the Review of the Implementation of the Welfare of Animals Act 2011 can be found at [www.dardni.gov.uk/consultations/interim-report-review-implementation-welfare-animals-act-ni-11](http://www.dardni.gov.uk/consultations/interim-report-review-implementation-welfare-animals-act-ni-11)

The report contained 69 recommendations and former Department of Agriculture and Regional Development officials indicated they would work with stakeholders to draw up an Action Plan. This has now been produced and was circulated. The Plan addresses issues raised under the 6 themes.

The Environmental Health Service will continue to work with colleagues in other services as well as the other 10 councils to ensure completion of the actions within the timeframe set out in the draft Action Plan for the Review of the Implementation of the Welfare of Animals Act (NI) 2011.

Proposed by Councillor Kelly  
Seconded by Alderman J Smyth and agreed that

**this report be noted.**

ACTION BY: Clifford Todd, Head of Environmental Health

### 3.19 L/LEI/VLC/1 APSE EXCELLENCE IN PUBLIC SERVICE AWARDS – V36

Council had been awarded the Best Community and Neighbourhood initiative for the Valley Park Shared Space Project, V36, presented by the Association for Public Services Excellence (APSE).

The UK wide APSE awards recognise excellence in public service delivery by local authorities. There were over 320 entries from Councils across the UK for 22 awards. Antrim and Newtownabbey Borough Council were not only the winner of this category, but the only winner from Northern Ireland and were also shortlisted for two further awards.

The other two shortlisted awards were Best Efficiency and Transformation Initiative for the Change Programme and Best Service Team, Parks, Ground and Horticultural for the Antrim Castle Gardens Gardening Team (photograph was circulated as Appendix 1).

Proposed by Councillor Lynch  
Seconded by Councillor Hogg and agreed that

*Noted: Congratulations were expressed on the award received for the best Community and Neighbourhood Initiative for V36 and to all staff who delivered this project.*

**the report be noted.**

NO ACTION

### **3.20 L/LEI/14 DEFIBRILLATORS**

An audit of defibrillator (AED) provision had been carried out to establish baseline information across the Borough. The research indicated that there are 62 confirmed active defibrillators available for use within the Borough. These were listed with a snapshot map, (circulated – appendix 1), along with an indication of the funding sources (circulated – appendix 2) that had been available over the last 12 months.

In addition, a number of the AED's were held, registered with and in the care of club members who reside outside the borough but are for use by clubs within the Borough.

This information suggested that the deficit in AED provision had improved significantly in the past 18 months. Some gaps still remain and the existing grant programme will assist in addressing that gap. Informal information from staff would indicate that there is still a need within clubs and other community facilities e.g. primary schools.

Officers will continue to promote the availability of grant aid to local clubs, groups and schools and intend to meet with representatives of the two Lions Clubs to establish interest in funding going forward. A report will be brought to Committee in due course.

Proposed by Alderman T Burns  
Seconded by Councillor Kelly and agreed that

**the report be noted.**

NO ACTION

### **3.21 L/P/6 ULSTER IN BLOOM RESULTS 2016**

Members were reminded that 13 towns/villages throughout the Borough were entered in the prestigious Ulster in Bloom Competition 2016.

The annual horticultural competition encourages cities, towns and villages right across Northern Ireland to look their best, boosting civic pride through beautiful plant and floral displays.

This year, four towns and villages from Antrim and Newtownabbey received awards as follows:

<b>Town/Village</b>	<b>Category (total no. of entries)</b>	<b>Place</b>
Ballyeaston	Small Village (22)	3 <sup>rd</sup> place
Ballynure	Village (27)	3 <sup>rd</sup> place
Randalstown	Small Town (28)	2 <sup>nd</sup> place
Antrim Town	Large Town (8)	2 <sup>nd</sup> place

The winners were announced at the Royal Court Hotel, Portrush attended by the Mayor and community representatives from the winning towns and villages. The community representatives were delighted with their achievements and are already planning ahead for 2017.

It was proposed to build on the momentum of this success with a consultation evening in October 2016 to work with community groups to develop a strategic approach (and action plan) to support our communities going forward for both Ulster in Bloom and Best Kept competitions 2017.

Proposed by Councillor Kelly  
Seconded by Councillor McWilliam and agreed that

**the report be noted.**

*ACTION BY: Lindsay Houston, Biodiversity Officer*

### **3.22 AC/GEN/8 FREE USE OF FACILITIES – QUARTERLY REPORT**

There had been no requests for free use of facilities in the last quarter.

Proposed by Councillor Kelly  
Seconded by Alderman J Smyth and agreed that

**the report be noted.**

*ACTION BY: Ursula Fay, Head of Arts and Culture*

### 3.23 WM/WM/16 RECYCLING CENTRE OPENING HOURS

This report was to update Members on the current opening hours at the Recycling Centres in the Borough. The table below lists the current opening hours:

<b>Bruslee</b>	Summer (Apr- Sept)	Mon - Thurs 9.00am - 8.30pm	Fri - Sun 9.00am-5.00pm
	Winter (Oct-Mar)	Mon - Sun 9.00am -5.00pm	
<b>O'Neill Road</b>	All year	Mon - Sat 9.00am - 5.00pm	Closed Sunday
<b>Newpark</b>	Summer (Apr- Oct)	Mon - Sat 9.00am - 8.00pm	Closed Sunday
	Winter (Nov-Mar)	Mon - Sat 9.00am - 6.00pm	Closed Sunday
<b>Craigmore</b>	Summer (Apr- Oct)	Mon - Sat 9.00am - 8.00pm	Closed Sunday
	Winter (Nov-Mar)	Mon - Sat 9.00am - 6.00pm	Closed Sunday
<b>Crumlin</b>	Summer (Apr- Oct)	Mon - Sat 9.00am - 8.00pm	Closed Sunday
	Winter (Nov-Mar)	Mon - Sat 9.00am - 6.00pm	Closed Sunday

The current edition of Borough Life included a survey which seeks residents' views on the Recycling Centres and their opening hours. As well as considering the results of the survey, any changes to opening hours need to consider current planning and waste licensing conditions, staff contractual agreements, and availability of waste treatment facilities. A report will be presented to Members when the results of the survey have been analysed.

Proposed by Alderman J Smyth  
Seconded by Alderman M Girvan and agreed that

**the report be noted.**

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

### 3.24 WM/GEN/01 WASTE MANAGEMENT PERFORMANCE REPORT

#### **WASTE TREATMENT:**

Council had 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 6,358 tonnes in 2020.

Under the Landfill Regulations (Northern Ireland) 2003, Council submits 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 waste data submission for the April - June 2016 quarter has been submitted although formal verification by the NIEA has not been completed and the data therefore could be subject to change. The waste data for this quarter is shown below compared to the previous year:

	Apr - Jun 15		Apr - Jun 16	
<b>Total Household Waste Arisings</b>	20,000		20,994	
Household Waste Arisings to Recycling	10,123	51%	11,357	54%
Household Waste Arisings to Recovery	1,989	10%	2,460	12%
Household Waste Arisings to Landfill	7,888	39%	7,177	34%
<b>Total Local Authority Collected Municipal Waste Arisings*</b>	22,893		24,723	
Municipal Waste Arisings to Recycling	11,721	51%	14,180	57%
Municipal Waste Arisings to Recovery	2,116	9%	2,043	8%
Municipal Waste Arisings to Landfill	9,056	40%	8,500	34%

\* 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.

The data shows that while the amount of waste created in the Borough continues to rise Council has been able to divert increasing quantities away from landfill to recycling or recovery treatment options which have greater environmental benefits.

In the quarter April - June 2015, Council landfilled 4,399 tonnes of biodegradable waste which counts towards its NILAS allocation. While this is only the first quarter of the year, it is envisaged that Council will comply with its NILAS allowances for 2016/17 although it is predicted that the Council will utilise over 90% of its allowances for the first time.

#### **MISSED BINS:**

Council has a Key Performance Indicator to ensure that 99% of bins are collection on the correct day. Every day Council and its contractors complete approximately 13,000 bin collections and this equates to nearly 3 million per annum. During April - June 2016 Council collected 99.9% of bins on the designated day.

Those bins recorded as missed are where the Council is deemed at fault and the bins will have been collected by the Waste Section if the resident reports the issue within 24 hours of their designated collection day.

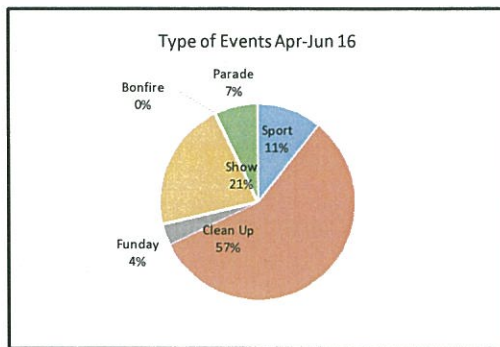
#### **SUPPORT IN KIND REQUESTS:**

The Waste Management section operates a Support in Kind scheme for local organisations or individuals. Members are reminded that this service provides litter pickers, black bags, gloves, etc for community clean-ups, assistance at

events, etc. The applications generally relate to requests for waste collection and disposal activities, although portable toilets are also included in the scheme.

In the quarter April - June 2016, Council supported 27 events with Support in Kind requests compared to 13 in the same period last year. The approximate financial value of the support was £9,200.

The graph below shows the breakdown of the type of events that were supported through the Support in Kind scheme in the first quarter, with the largest proportion of the requests for assistance with environmental clean-ups in the Borough.



Proposed by Councillor Kelly  
Seconded by Councillor Ritchie and agreed that

**the Report be noted.**

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

### **3.25 EH/EHS/10 IMPLEMENTATION OF PAVEMENT CAFÉS ACT (NI) 2014**

Members were reminded that at the Council meeting on 30 August 2016 it was agreed that Council would absorb administrative costs in relation to applications received under the Pavement Cafés Act (NI) 2014 and that consultations would be carried out for a period of 28 days as required by the legislation, on the proposal of a zero fee for Pavement Cafés in the Borough.

The consultation period ran from 2 September 2016 to 30 September 2016. Businesses were alerted to the proposal via a press release, Economic Development database, Council website and social media. In addition those businesses that currently offer facilities that would fall under the legislation after 1 October were contacted by Environmental Health staff and visits arranged to explain the potential implications.

All businesses across the Borough will be offered support and guidance in preparation for and during the application process and further publicity is planned to raise awareness of the benefits of the scheme in Borough Life magazine and local media campaigns.

Proposed by Councillor Magill  
Seconded by Alderman J Smyth and agreed that

**the report be noted.**

NO ACTION

### **3.26 L/LEI/268 – TIMETABLE - ANTRIM FORUM OPENING HOURS**

An outline timetable for preparation and implementation of amended opening hours at Antrim Forum was circulated for information. It is important to note that the timetable includes target dates which are dependent on consultations, council approval and promotion.

Proposed by Councillor Kelly  
Seconded by Councillor Lynch and agreed that

**the report be noted.**

NO ACTION

The undernoted supplementary items were considered at this point.

*Alderman M Girvan declared an interest for item 3.30 and left the chamber at this point.*

### **3.30 SUPPLEMENTARY REPORT AC/GEN/18 LIGHT UP CHARITY REQUESTS**

Members were advised that correspondence had been received from Paul Girvan MLA, a copy of which was circulated for information. November is Pancreatic Cancer Awareness Month and he had requested that the Council consider lighting up council buildings purple at some point during November to raise awareness of this form of cancer and the numbers affected by it.

It was proposed to show support for this cause by lighting Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall purple on a suitable date in November 2016, yet to be agreed. This 'Light Up' will be accompanied by a photo call with the Mayor to show support for this awareness campaign.

Light Up requests are facilitated by both the Property Services and Arts and Culture teams by using existing lighting with appropriate coloured filters. There is a limited cost incurred by resourcing these requests, in terms of staff time, which is kept to a minimum.

To date all such requests have been brought to the committee for approval. However members requested that officers draft a policy for such requests and a report on draft policy proposals will be brought to a future meeting of the committee.

Proposed by Councillor McWilliam  
Seconded by Councillor Hollis and agreed that

**Antrim Civic Centre, Mossley Mill and Ballyclare Town Hall be lit purple on a suitable date in November 2016, yet to be agreed, to show support for Pancreatic Cancer Awareness Month with a report on draft policy proposals to be brought to a future meeting of the committee.**



Noted: Councillor Hollis requested that Cancer Research should be contacted regarding the postponed presentation to Council.

*ACTION BY:* Ursula Fay, Head of Arts & Culture, Operations Department / Karen Hood, Mayor's PA, Nicola McCullough, Media and Marketing Manager, Member Services

Alderman M Girvan returned to the chamber at this point.

### **3.31 SUPPLEMENTARY REPORT L/LEI/200/9 ST. MARY'S FOOTBALL CLUB**

Correspondence had been received from St. Mary's Football Club (circulated) regarding the potential for a home pitch for the club in the Newtownabbey area. To meet the growing numbers in the club it is requested that Council assists with identification of potential venues and indicates its willingness to work in partnership with Council.

Proposed by Councillor Lynch  
Seconded by Councillor Hogg and agreed that

**Officers explore potential locations for a home pitch for St. Mary's on a sale, lease or partnership development basis and report back to Committee in due course**

*ACTION BY:* Ivor McMullan, Head of Leisure

Councillor Rea arrived at this point of the meeting.

#### **ANY OTHER RELEVANT BUSINESS**

- (1) On the proposal of Councillor Kelly and seconded by Councillor Ritchie that officers explore the opportunity to bring the Antiques Roadshow to the Borough.

**Agreed:** a report to be brought to Committee.

*ACTION:* Ursula Fay, Head of Arts and Culture

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

Proposed by Councillor McWilliam  
Seconded by Councillor Hollis that

**that the following Committee business be taken In Confidence.**

The Chairman advised that audio-recording would cease at this point.

## **ITEMS IN CONFIDENCE**

### **3.27 IN CONFIDENCE WM/WM/5 ARC21 JOINT COMMITTEE PAPERS**

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

- September 2016

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 J Smyth  
Seconded by Councillor Hogg and agreed that

**the papers be noted.**

*NO ACTION*

### **3.28 IN CONFIDENCE L/LEI/12 MOSSLEY PAVILLION – IMPROVEMENT WORKS**

Over spring and summer 2016 a number of meetings had been held with facility users at Mossley Pavilion following ongoing anti-social behaviour and vandalism around the facility.

A range of measures had been put in place to reduce the potential for vandalism both working with young people and improvements to the fabric of the building.

#### Working with Young People

Additional staff were being deployed at key times and the park wardens continued to work with police and community groups to support staff on duty in the evenings to seek to improve behaviour.

#### Works to the Building

Recently, improvements had been made to the building including replacing broken windows with toughened glass, use of anti-climb paint and securing of bins. One feature which was repeatedly vandalised was wooden cladding on the Pavilion building Appendix 1 circulated. This was costly to replace and cannot be matched on a like for like basis. Some of the original panels are brittle and can therefore be more easily pulled off. Officers have researched a viable alternative which will be both durable and attractive in finish. A composite cladding material had been identified at an estimated cost of £[REDACTED] and a visual was circulated at Appendix 2. Costs can be met from existing budgets.

Economic appraisal and business case were circulated (Appendix 3).

Officers continue to monitor and liaise with user groups.

Proposed by Alderman P Barr  
Seconded by Councillor McWilliam and agreed that

**approval is given for composite cladding of Mossley Pavilion at an estimated cost of £ [REDACTED].**

**ACTION BY:** Mark Wilson, Parks Manager

### 3.29 IN CONFIDENCE WM/GEN/7 EXPANSION OF THE TRIPLE STACK SYSTEM

At present, the triple stack and 180l bin system is currently operating at 12,000 households within the legacy Newtownabbey Borough and this has proved to be very successful. It is proposed that this scheme be delivered to the remaining legacy Newtownabbey households by December 2018 to maximise recycling rates and harmonise collection systems in the legacy Newtownabbey area. A business case and economic appraisal were circulated.

A study was undertaken by WRAP on the initial trial areas and the key findings as a result of the introduction of the triple stacks system are as follows:

- a 15% increase in participation in the recycling schemes;
- an increase of 30% in the tonnage of recyclables collected;
- a 20% reduction in the amount of waste to landfill;
- an increase in the usage of the brown bin for organics collections.

The Council has challenging landfill diversion and recycling targets to meet and the continuation of this scheme would form a significant part of the Council's Waste Plan to meet these targets.

The breakdown of the approximate cost of the remaining units is as follows:

Action	Indicative Cost
24,000 x triple stack containers @£37.50/unit	£ [REDACTED]
24,000 x 180l bins @£17.50/unit	£ [REDACTED]
Instructional information @ £1.50/household	£ [REDACTED]
<b>Total Capital Cost</b>	<b>£ [REDACTED]</b>

There is sufficient budget provision in the current capital programme for the distribution of 8,000 triple stacks and 180L bins in 2016-17 (plus canvassing). It is envisaged that the proposed collection scheme will be eligible for funding from DAERA and officers will continue to make best endeavours to reduce the impact on the local ratepayer by seeking financial support from Central Government.

The aim will be to complete the roll out of the scheme to the remaining 24,000 households by December 2018. In order to meet this deadline, it is proposed to phase to rollout as per the timetable below. Officers have taken into account a number of factors in relation to the timetable, completing delivery in complete areas so that all residents in a given area have the same collection methods, size of rounds in urban areas and the potential for increased recycling, to help with meeting targets, in urban areas.

Area	Estimated Rollout
Glengormey/Carnmoney/Mayfield	Spring 2017
Rathcoole/Rathfern/Longlands/Bawnmore	Spring 2017

Whiteabbey/Jordanstown	Autumn 2017
Ballyduff/Fairview	Autumn 2017
Hightown/Rural Glengormley	Spring 2018
Ballyclare	Spring 2018
Doagh/Rural Parkgate	Autumn 2018
Ballynure/Rural Ballyclare	Autumn 2018

The timetable for distribution of the triple stacks and 180L bins may be subject to change as and when funding becomes available from Central Government. Throughout the expansion, Officers will bring regular update reports to Members. If approved, the expansion of the scheme can begin immediately utilising the £[REDACTED] from the 2016/2017 Capital Programme allocated to waste management, leaving a balance of £[REDACTED] to be funded through the Capital Programme to 2018. In addition, consideration of a new Recycling Centre at Crumlin is being fully costed for consideration by Committee.

Proposed by Councillor Kelly  
 Seconded by Alderman M Girvan and agreed that

**the expansion of the triple stack units and 180l bins to approximately 24,000 legacy Newtownabbey households is approved as per the proposed timetable and the capital funding of approximately £[REDACTED] is allocated to the scheme subject the funding applications to the DAERA. Completion by December 2018.**

*Noted: Officers to discuss design of top section of system with supplier.*

*ACTION BY: Lisa Mayne, Recycling Manager*

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

Proposed by Councillor Hollis  
 Seconded by Councillor Hogg that

**the remainder of Committee business be taken in Open Session.**

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

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.15pm.

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**MAYOR**

***Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.***