



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD AT
MOSSLEY MILL ON MONDAY 5 OCTOBER 2020 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 – A Bennington, J Gilmour, N Kelly, A Logue, T McGrann, V McWilliam and R Swann
- Non Committee Members** : Councillors – P Dunlop, L Irwin, N McClelland, N Ramsay, 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 Lavery
Borough Lawyer and Head of Legal Services – P Casey
Systems Support Officer – C Bell
ICT Helpdesk Officer – J Wilson
Mayor and Member Services Officer - S Fisher

CHAIRPERSON'S REMARKS

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

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

Councillor – J Archibald

2 DECLARATIONS OF INTEREST

None

The Chair advised that as the presentation was In Committee, he would take the rest of the business in Open Session first.

4 ITEMS FOR DECISION

4.1 EH/PHWB/005 KEEP WARM PACK PROVISION 2020

The Public Health Agency (PHA) had confirmed that it would continue with the Keep Warm Pack scheme across Northern Ireland. Keep Warm packs will be provided to Council in the normal way for distribution. The scheme is designed to ensure that the packs go to those most in need and for this reason the PHA provides a set of fixed criteria to be used in assessing referrals.

Members were reminded that in order to receive a Keep Warm Pack an individual must be experiencing fuel poverty, must not have received a Keep Warm Pack from another source and must fall into one of the following five categories.

- a) Adult with an underlying cold related illness, or illness that makes them more vulnerable in the cold e.g.:
 - Asthma
 - Chronic bronchitis or emphysema
 - Coronary heart disease
 - Stroke and TIA
 - Disability that makes them less mobile
 - Any long term condition that worsens in the winter
- b) Rough sleeper (sleeping in overnight shelters or in the street)
- c) Family with children under 18 years of age
- d) People aged 65+ who are living alone and experiencing fuel poverty
- e) People aged over 70 and experiencing fuel poverty.

So that packs are distributed to those individuals who are most in need, the partner organisations listed below identify recipients, complete an application form making the referral and confirm that the key criteria have been met.

- Northern Health & Social Care Trust teams including social work, occupational therapy and Health Visitors, Midwifery team and Dementia Navigators.
- Floating support services for Adults including Cedar Foundation and Radius Housing.
- Support services for families including Home-Start and Sure Start services.
- Advice NI – local foodbanks, Churches – providing community support and advice.

Members noted that partner organisation referrals to date had matched or slightly exceeded the number of packs provided.

In response to a query, the Head of Environmental Health highlighted that Officers from the Health and Well-being team work with individuals experiencing fuel poverty helping individuals identify other agencies and schemes to provide further assistance.

Proposed by Alderman Girvan
Seconded by Councillor Logue and agreed that

the offer of Keep Warm Packs from the Public Health Agency be accepted.

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

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

As reported to Members at September Committee, 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'.

This document targeted 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 and to reduce landfill rates to 10% both by 2035.

A response had been drafted for consideration and was circulated. In summary, the key points set out in the response are set out below:

1. There should be greater enforcement of the current Food Waste Regulations (NI) 2015 to ensure obligated businesses segregate food waste for collection;
2. Businesses should be required to segregate their recyclable waste from residual waste so that it can be collected and recycled by waste collectors;
3. These measures should be introduced in such a way to minimise the cost burden on businesses and without increasing the financial burden on councils;
4. The capacity for residual waste from households should be restricted to help divert more material into the recycling waste streams in line with what has been adopted by Council – reduction to 180 litre black bin;
5. Further evidence is required before Council could comment on the suggestion that all kerbside collections from houses and flats should receive a separate weekly collection service for food waste;
6. There should be a core set of dry recyclable materials collected at the kerbside across Northern Ireland from houses and flats and this should comprise of glass bottles and containers, paper and card, plastic bottles, plastic pots, tubs and trays, and steel and aluminium tins and cans and this should be kept under review and changes applied consistently and at the same time;
7. The separate collection of materials is supported to improve the quality and quantity of recyclable waste collected;

8. There should be national guidance to help establish greater consistency in recycling and waste collection services but this needs to be supported by capital and revenue support from Government.

As this is a Discussion Paper, further consultation would be sought from the Department and Council would have further opportunities to comment. The submission date for comments was 4 October 2020 although Members' comments from this meeting can be incorporated into the response.

Proposed by Alderman Smyth
Seconded by Councillor Bennington and agreed that

the response to the Future Recycling and Separate Collection of Waste of a Household Nature in Northern Ireland Discussion Paper be approved for submission to DAERA.

ACTION BY: Lynsey Daly, Waste Contracts & Strategy Manager

4.3 L/GEN/070 DEPARTMENT FOR COMMUNITIES – STRATEGY FOR SPORT PRE-CONSULTATION

Members were advised that Officers have been actively engaging with the Department for Communities (DfC) in relation to the Strategy for Sport 2020 – 2030. The Strategy for Sport aims to build on the successful foundations of the Sport Matters Strategy which was published in 2009 and continues to guide Government policy on sport and physical activity.

The new strategy is due to be published in March 2021 and is being developed through a process of co-design with a wide range of stakeholders including Councils and local Community Planning Partnerships. A range of methods are being used to engage stakeholders including a pre-consultation survey. The organisations represented on the Community Planning Partnership have all received a copy of the document for individual responses and in addition, the Head of Leisure presented to the partnership at its September meeting, setting out an initial draft of the proposed Council response to the survey. A number of issues emerged from the subsequent discussion which had been incorporated into the draft response (circulated).

These include:

- The impact of COVID-19 on mental health and the role of physical activity in helping with mental health, financial challenges current/post pandemic and impact on programming and facilities
- Increasing participation in sporting and non-sporting physical activities
- Encouraging new entrants into physical activity through non-traditional routes (e.g. Parkrun, Couch 2 5k, open water swimming)
- Early years to old age participation
- Everybody Active Programme/Small Grants – What next?
- Balancing investment between participation & performance
- Support for sporting organisations to become more digitally advanced
- Support for people development and deployment (volunteers).

Proposed by Councillor Bennington
Seconded by Councillor Logue and agreed that

the response to the pre-consultation survey relating to the Strategy for Sport 2020-2030 be approved with the inclusion of reference to consideration of VAT free status for sport and leisure activities.

ACTION BY: Matt McDowell, Head of Leisure

Councillor Wilson joined the meeting at this point.

4.4 CE/GEN/079 COMMITTEE FOR THE EXECUTIVE OFFICE BREXIT STAKEHOLDER EVENT

Correspondence had been received from the Committee for The Executive Office, circulated, regarding a Brexit stakeholder event.

The purpose of the event was to provide local councils with an opportunity to brief Committee Members on any issues and concerns they might have, as a result of the UK's exit from the European Union.

Two attendees were invited from each council; one senior official and one political representative. They would have an opportunity to meet with a small number of Committee Members for 30 minutes on Wednesday 4 November 2020, in Parliament Buildings, Stormont, from 2.00pm to 5.00pm.

Proposed by Councillor McWilliam
Seconded by Alderman Agnew and agreed that

the Chair of the Operations Committee or the Mayor attend with a senior official.

ACTION BY: Clifford Todd, Head of Environmental Health

5 ITEMS FOR INFORMATION

5.1 EH/PHWB/012 AGE FRIENDLY – WORLD HEALTH ORGANISATION ACCREDITATION

Members were reminded that Council made an application to join the World Health Organisation Global Network for Age Friendly Cities and Communities (GNAFCC).

The application process was completed with a letter signed by the Mayor in October 2019, showing the Council's commitment to the Network cycle of continual improvement.

The World Health Organisation (WHO) had confirmed that Council has been accepted as a member of the Global Network for Age Friendly Cities and Communities. As a member, the Council will be part of a growing global movement of communities, cities and other sub-national levels of government that are striving to better meet the needs of their older residents. Joining the Network requires a commitment to sharing and promoting the values and principles central to the WHO Age-friendly approach, which includes involving

older people in decision making around how to make their communities a place where people of all ages can live healthy and active lives.

These places make it possible for people to continue to stay in their homes, participate in the activities that they value, and contribute to their communities, for as long as possible

Council will implement the four steps to create age-friendly local environment; these are:

1. Involving older people and stakeholders in assessing the age friendliness of the Borough,
2. Strategic Planning to develop a shared vision of age friendliness,
3. Implementing a local age friendly action plan
4. Monitoring and evaluating this action plan.

Council would also be actively participating in the Network, including sharing experiences with other members. This is done by participating in both the UK and NI Age Friendly networks and utilising the online portal to tap into best practice from across the world. Every member of the Age Friendly Global Network is required to submit at least one example of age friendly practice per year.

Antrim and Newtownabbey was the first Council to apply to the Global Network since the Northern Ireland Regional Age Friendly Network was established in December 2018.

Proposed by Councillor Kelly

Seconded by Alderman McGrath and agreed that

the report be noted and Members be kept updated on future initiatives.

ACTION BY: Alison Briggs, Principal Environmental Health Officer

5.2 EH/PHWB/017 MUDDY BOOTS RESOURCES – EDIBLE GROWING PROGRAMME

Members were reminded that the Muddy Boots online edible Growing Programme was anticipated to be available to residents in October 2020.

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 Muddy Boots Online Experience, which would 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.

Council has 105 salad starter kits which had been funded by Northern Healthy Lifestyles Partnership (NHLP), in partnership with Groundworks NI. These would be

provided to the first 105 people who sign up to participate in the Muddy Boots Online programme.

The following link provides access to the online resources that are available to participants on the programme.

www.antrimandnewtownabbey.gov.uk/muddybootsonlinetest

Proposed by Alderman Smyth

Seconded by Councillor Bennington and agreed that

the report be noted.

NO ACTION

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

Members were reminded that in September 2019, Council wrote to the Irish Football Association (IFA) to express concerns regarding the decision to implement the Intermediate Football Restructure Project. Subsequently Council invited the IFA to arrange for representatives to attend Committee to make a presentation on the issue but Officers were advised that the proposed restructuring of intermediate football was under further review.

Council had now received correspondence from the IFA (circulated) through the Chief Leisure Officers' Association (CLOA) advising that due to the financial impact of COVID-19 on the IFA and its key stakeholders, the planned restructure of the intermediate game was discontinued at this time.

Proposed by Alderman Burns

Seconded by Alderman Girvan and agreed that

the correspondence be noted and the Head of Leisure continues to keep the matter under review.

ACTION BY: Matt McDowell, Head of Leisure

5.4 PK/GEN/178 CHANGES TO NATIONAL CYCLE NETWORK

The National Cycle Network (NCN) in the UK is a network of walking and cycling routes connecting many parts of the country. It services around 30 million trips annually in Northern Ireland. Sustrans are the custodians of the network and have, over the past two years, been reassessing the quality of routes and have a vision of traffic free, accessible routes by 2040. This is to provide a consistent, safe experience for users with informed choices based upon a model applied across the UK.

As part of this exercise 80% (846 miles) of routes in Northern Ireland have been reclassified. These routes will be promoted as dedicated named routes. 6% (37 miles) have been removed, mainly on roads where traffic is high and road speeds are 35 – 40 mph or higher and some routes will be removed from the NCN network altogether as shown on the map (circulated).

Under these proposals no routes in the Borough would be removed but three routes would no longer be classified as NCN promoted routes but as '*named strategic routes*'.

Named Strategic Routes

- i. NCN route 94 (a circuit of Lough Neagh) would become known as *the Loughshore Trail*
- ii. NCN route 96 (which connects Toome and Coleraine) would become known as *'the Lower Bann route'*.
- iii. NCN route 93 cuts across the Borough from Belfast to Larne and on around the coast would be renamed *'East to North West Coastal route'*.

All three of these largely on road routes would be referred to by their local familiar names. These routes are deemed important to local tourism and are significant in distance and scale.

Retained NCN traffic free routes

NCN route 9 and 93 Lagan and Lough Cycle Way would be retained as a traffic free route connecting Lisburn, Belfast and Jordanstown.

Sustrans had indicated that they wish the network to grow again as sections are brought up to a suitable off road standard and had noted the opportunities presented through capital funding available for Greenways as announced recently by the Department for Infrastructure.

Proposed by Councillor Bennington
Seconded by Alderman McGrath and agreed that

the report be noted and that the issue of pot holes along the newly classified Loughshore Trail be raised with the Department for Infrastructure, Roads – both officials and the Minister.

In response to a query from a Member regarding extending the shared use path at Hazelbank in order to address the continuing issue of speeding cyclists, the Head of Parks confirmed that he would explore the potential space available for extending and any possible funding opportunities available.

ACTION BY: Ivor McMullan, Head of Parks

In addition, the status of the Report All app to be clarified.

ACTION BY: Geraldine Girvan, Director of Operations

5.5 PK/GEN/140 WHITEABBEY GLEN

At the beginning of the COVID-19 lockdown the Parks team for the Whiteabbey area were approached by some local residents who were keen to volunteer their spare time to do a clean-up of the Glen over the coming weeks and months. Litter pickers and bags were supplied to the volunteers and waste removed.

The volunteers had carried on working in the Glen clearing paths, planting flowers - supplied by Council - and arranging storytelling sessions by local historians on past events and a history of Whiteabbey Village.

The group has been very creative using materials and items found in the Glen and re-using them to provide a colourful display which has improved the area and made it more colourful and welcoming.

Proposed by Alderman Clarke

Seconded by Councillor McGrann and agreed that

the report be noted and that the Whiteabbey Residents be invited to make a presentation to the Operations Committee.

ACTION BY: Ivor McMullan, Head of Parks/Member Services

5.6 WM/WG/2 WINTER OPERATIONS PLAN

From November to April, the Council maintains a Winter Operations Plan to assist staff in delivering Council services as safely and efficiently as possible during the winter months. The Plan also includes provision for gritting services for all Council facilities and designated areas like town centres and car parks as well as the delivery of the waste collection services during adverse weather, and snow clearance operations.

The Plan is reviewed every year and this has been done this year and the potential impact of COVID-19 may need to be taken into account. The Plan, which was circulated for Members' information outlined the notification procedure for gritting operations which will be activated if the designated officer believes there is a strong possibility of ice occurring based on Met Office warnings and media weather reports.

The procedure takes into account micro climatic differences across the Borough, for example, areas may be gritted in Glengormley due to sub-zero temperatures but there will be no requirement to do so in Crumlin as the temperature is above freezing.

The Plan aimed to have Council facilities gritted before staff arrive at work and the main town centres to be serviced before shops and businesses open at 9am, although Members should be aware that gritting operations cannot take place during periods of heavy rain or snow.

The Plan also addressed the possible impact of adverse weather on the waste collection services. In the event of severe weather, road conditions would be assessed and operations revised to reflect the increased risks to staff and public safety.

During periods of heavy snow fall, clearance operations would be directed by a dedicated management team chaired by the Director of Operations. The removal of snow is dependant of the availability of resources although during

heavy snow events, the street cleansing services may be suspended and staff re-allocated to clearance operations if deemed safe to do so.

All actions resulting from the Plan would be passed to the Communications and Customers Services section to ensure that Elected Members and the public are kept fully informed of Council operations.

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

5.7 WM/WM/40 CIRCULAR ECONOMY PACKAGE POLICY STATEMENT

A UK wide Circular Economy Package (CEP) Policy Statement had recently been jointly published by the relevant UK Government Departments setting out the approach to transposing the 2020 CEP waste measures.

The statement and supporting documents can be found at the following link

<https://www.gov.uk/government/publications/circular-economy-package-policy-statement/circular-economy-package-policy-statement>

which sets out some background on the key aspects of the CEP and the changes which will be made to implement it across the UK.

In Northern Ireland, DAERA will be taking forward and introducing the relevant amendments to legislation in 2020.

The UK, Welsh, Scottish and Northern Ireland governments have decided to take the approach of issuing this public statement and not to run a formal consultation. The bulk of the 2020 CEP measures are relatively small technical changes and, where appropriate, the implementing legislation will simply adopt the same wording as that of the Directive.

As Strategies such as "Environment Strategy for Northern Ireland", Economy 2030 and Delivering Resource Efficiency are all currently being reviewed there will be opportunity to include CEP measures and provide further guidance going forward.

A key aspect and aim of the CEP is to increase recycling of waste of a household nature from households and other sources and DAERA has confirmed that they will be undertaking further policy work. The changes to this Policy Statement have no operational impact on Council services.

Proposed by Councillor Bennington
Seconded by Councillor Kelly and agreed that

the report be noted.

NO ACTION

5.8 PK/GEN/001/VOL3 COMMEMORATIVE PROGRAMME

An update on Commemorative Programme for 2019 and the year to date was circulated.

During Quarters 1 and 2 of this year, whilst the commemorative programme was suspended due to the impact of the COVID-19 pandemic, staff recorded requests made and these requests will be actioned in chronological order. Work on the commemorative programme had just recommenced and staff would continue to advise customers that their details will be recorded until implementation has caught up.

Carnmoney Cemetery was currently near capacity for the installation of benches and a survey of remaining sites was being mapped so that alternatives can be offered when space runs out in the near future.

Proposed by Alderman Girvan
Seconded by Alderman Smyth 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 a Member regarding staffing at Antrim Castle Gardens, the Director of Operations undertook to notify the Director of Community Planning.

ACTION BY: Geraldine Girvan, Director of Operations

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Bennington
Seconded by Alderman Smyth and agreed that

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

Councillor Irwin joined the meeting.

6 ITEMS IN CONFIDENCE

3. IN CONFIDENCE WM/WM/047 NO-ARC21 ORGANISATION

In February 2020, following a request from No-arc21, the Council agreed that the group could make a presentation on their views regarding the proposed Energy from Waste Plant at Boghill Road.

The 10 minute presentation was given via Zoom to ensure compliance with social distancing. The No-arc21 team then answered Members' questions and the Chair thanked them for the presentation, following which they left the meeting.

Proposed by Alderman McGrath
Seconded by Alderman Smyth and agreed that

the presentation be noted.

NO ACTION

Councillors Dunlop, McGrann and McWilliam left the meeting at this point.

6.1 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:

- September 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 Alderman Girvan and agreed that

the papers be noted.

NO ACTION

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

There were two opportunities for traders at Hazelbank Park for provision of foodstuffs and drinks as follows:

Type of Trader	Contract Expiry Date (as extended by Council in June)
Ice Cream Van	End of April 2021
Coffee and Hot Food	End of February 2020

The ice cream van continues to trade on site, [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Proposed by Alderman Girvan
Seconded by Councillor Bennington and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Alderman Girvan
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 the meeting concluded at 7.48 pm.

MAYOR

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