



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD
AT ANTRIM CIVIC CENTRE ON MONDAY 6 FEBRUARY 2023 AT 6.30 PM**

- In the Chair** : Councillor N Ramsay
- Members Present:
(In Person)** Aldermen - T Burns, L Clarke, M Girvan and J Smyth
Councillors – A Bennington, R Foster, J Gilmour, A Logue and J Montgomery
- Non Committee
Members:
(In person)** Councillor Webb
- Non Committee
Members:
(Remote)** Councillors – P Dunlop, A McAuley, V Mc William and M Stewart
- Officers Present** : Director of Operations - G Girvan
Director of Parks & Leisure - M McDowell
Director of Waste Operations – M Laverty
Deputy Director of Operations (Environmental Health,
Building Control and Property) - C Todd
System Support Officer – C Bell
Member Services Officer – J Moreland
Member Services Manager – A Duffy

CHAIRPERSON'S REMARKS

The Chairperson welcomed everyone to the February Operations Committee meeting and reminded all present of the audio recording procedures. He expressed his congratulations to Mark Allen from Antrim on winning the Snooker World Grand Prix at the end of January 2023.

1 APOLOGIES

Aldermen – F Agnew and J McGrath
Councillors – J Archibald-Brown, N Kelly and R Swann

2 DECLARATIONS OF INTEREST

Item 6.3 – Alderman Burns

3 INTRODUCTION OF NEW STAFF

None

4 ITEMS FOR DECISION

4.1 WM/WM/37/VOL2 REVIEW OF WASTE COLLECTION POLICY

The Waste Collection Policy circulated had been in place since February 2015 and was reviewed on a regular basis and updated as agreed. The Policy provided a framework for the collection of waste in the Borough and was required to ensure the effective and efficient delivery of the service.

Following review, no changes were recommended to the policy. The EQIA screening document had been reviewed and did not require amendment.

Proposed by Alderman Smyth
Seconded by Alderman Girvan and agreed that

the Waste Collection Policy 2023 be approved.

ACTION BY: Lynsey Daly, Head of Waste Strategy and Contracts

4.2 WM/WM/033 REQUEST FOR ECO-SCHOOLS SUPPORT 2023/24

Council had received a funding request, circulated, from Keep Northern Ireland Beautiful (KNIB) for the Eco-Schools Programme for 2023/24. KNIB co-ordinated the Programme, which aimed to combine pupils learning with action on improving the environmental performance of the school.

The Eco-Schools Programme was extremely popular in the Borough with 79 schools now registered and of these 47 schools had achieved the highest level, Green Flag accreditation. In addition, Ballycraigy and Fairview Primary Schools were recognised as Ambassador Schools.

In 2022-2023 £10,942 in financial support was agreed with many schools having engaged with the Council through Eco-school topics such as waste and recycling, biodiversity and climate change. Currently 8 schools across the Borough had participated in the Wheelie Big Challenge workshop to take practical action to improve their school by having actioned the 5 Rs – Refuse, Reduce, Reuse, Repair and Recycle.

A summary of the Eco-Schools engagement in 2021-22 was included, circulated, which showed that three local schools were able to access £7,500 of funding from the Eco-Schools relationship.

The funding request for 2023/24 included two funding options:

Option 1: Support of the Programme at a cost of £10,942 which included Wheelie Big Challenge, Eco Schools and core running cost of the programme included a dedicated Field Officer in our Council

area and allowed schools to access additional funding provided through Eco-Schools for projects such as Wrigley Litter Less campaign.

Option 2: Support for the Eco-Schools Programme at a cost of £2,975 – which included Eco Schools communication, training and development to all schools in the Borough.

In keeping with Council's commitment to Climate Change and the importance of the school setting in influencing young people's behaviours, Officers were proposing that Option 1 offered the most effective proposition. There might be an opportunity to hold an Eco-Schools Awards Ceremony during the year and this would be considered when required.

Members might wish to note that the funding was matched by the Department of Agriculture, Environment and Rural Affairs.

Proposed by Councillor Gilmour
Seconded by Alderman Clarke and agreed that

Council approves funding in the amount of £10,942 for the Keep Northern Ireland Beautiful Eco-Schools Programme including the Wheelie Big Challenge in 2023/2024.

ACTION BY: Leanne Smits, Waste Operations Manager

4.3 PBS/BC/003 VOL 2 STREET NAMING – ANTRIM ROAD, TEMPLEPATRICK

A development naming application was received from Martin Canning on behalf of Brayfield Developments regarding the naming of a residential development off Antrim Road, Templepatrick. The development consisted of 44 dwellings, these were a mixture of detached and semi – detached. The development names and developer's rationale had been submitted as outlined below, with the developer's application, location map and site plan circulated.

1. Upton (Hall / View) – Captain Henry Upton purchased the castle in 1625 which was located opposite the site.
2. Norton Hall – Castle Upton was constructed around 1610 by the Norton family.
3. Adam (Hall / View) – Castle Upton was remodelled in the 1780s by Robert Adam.

Members might wish to note that there was currently a development called 'Upton Court' nearby.

In order to rationalise postal numbering, it was requested that officers were given delegated powers to add suffixes to the overall development name if required.

Should the Council not wish to select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Alderman Girvan
Seconded by Councillor Montgomery and agreed that

that Council approves the name Upton Hall for the above development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

4.4 L/GEN/005, PK/GEN/180 SCHEDULE OF CHARGES AND PRICING POLICIES, PARKS AND LEISURE 2023 - 2024

Members were reminded that a review of pricing was normally carried out annually for the Parks and Leisure services. Having carried out a review it was proposed that prices for 2023/2024 remain unchanged. The Schedule of Charges and Pricing Policies were circulated.

The EQIA screening document had been reviewed and did not require amendment.

Proposed by Councillor Montgomery
Seconded by Alderman Smyth and agreed that

the Schedule of Charges and Pricing Policies for Parks and Leisure for 2023/2024 are approved.

ACTION BY: Vicki Kyles, Personal Assistant to Director of Parks and Leisure Operations

4.5 L/LEI/002 LEISURE GRANT AID PROGRAMME

Members were advised that during the third call for the Leisure Grant Aid Programme (November – December 22), a total of 24 applications were submitted. All 24 applications had been scored with a table setting out details and recommendations (circulated).

Should approval be given for the grants listed, the balances remaining in each funding category were set out below:

Category	No. of apps.	Budget	Approved spend to date 22/23	No. of apps.	Grants proposed	Funding Balance remaining (subject to approval of application)
					(£)	
Capital Grants	1	£20,000	£20,000	0	£0	£0
Grants to Clubs	11	£19,714.28	£10,350	5	£9,308.28	£56
Grants to Athletes	40	£38,993.72	£29,264	8	£8,200	£1,529.72

Grants to Coaches and Officials	16	£1,792	£1,792	2	£0	£0
Sports Event Grant	8	£85,000	£46,326	5	£38,646.68	£27.32
Defibrillator Grant	3	£4,500	£3,000	1	£1,500	£0
Allocation total	79	£170,000	£110,732	21	£57,654.96	£1,613.04
Fitness suite Gold Card	9	20 Applications	4 eligible	3 Applications	3 eligible	11 applications
Total spend to date including this call, if approved £168,386.96						

In response to a Member's query the Director of Parks and Leisure confirmed he would ensure greater awareness that community groups are eligible to apply for defibrillator grants, as well as sporting organisations.

Proposed by Councillor Montgomery
 Seconded by Alderman Smyth and agreed that

the grant awards set out in the enclosure be approved.

ACTION BY: Anna Boyle, Sport and Physical Activity Programmes Manager

4.6 EH/EHS/LR/001 ENTERTAINMENT LICENSING POLICY

Members were reminded that Environmental Health inspects and licences places of Entertainment in the Borough to ensure that required standards of safety were maintained and that there were suitable provisions in place for the effective management of fire, crowd control and other safety risks.

Since the creation of the 11 councils in 2015, the guidance used by the 2 legacy councils had not been reviewed pending the issuing of amended Model Terms, Conditions and Restrictions by the Department for Communities (DfC), which might be specified in Entertainment Licences. In 2022 DfC issued these documents, and as a result, Officers had carried out a review of the Council's policies and procedures for licensing premises in the Borough. Revised Conditions and Management Rules for Places of Indoor and Outdoor Entertainment were circulated.

The draft Entertainments Licensing Policy, also circulated, would streamline the application process for customers and ease the administrative burden for both businesses and the Council.

The draft Policy set out how the Council would regulate and improve the licensing of live entertainment provided in both local venues and outdoor spaces thereby ensuring the safety and wellbeing of local residents and visitors. The Policy had been Equality screened and a Rural Needs Impact assessment completed and these were circulated.

The entertainment licensing regime helped to ensure that undue disturbance to residents in the surrounding areas was prevented. The Policy provided a single set of basic rules to inform the decision making process for entertainment licensing in the Borough to ensure a proportionate and fair approach to processing each entertainment licence application received.

Correspondence was received in December 2022 from DfC as part of its ongoing review of the Entertainments Licensing system. This correspondence, circulated, and the recommendations that it contained had been incorporated into the draft Policy.

Requirements in relation to documentation, consultation with the Police Service of Northern Ireland (PSNI), the Northern Ireland Fire and Rescue Service (NIFRS) and the Council's Planning Service were also outlined in the correspondence. It also indicated when a noise impact assessment might be required and that an application must be accompanied by the appropriate fee.

In order to direct resources to those premises where there was a greater safety risk and where large crowds were more likely and those events that might give risk to disturbance of local residents, premises were categorised into high, medium and low risk. This helped to determine frequency of inspections required by Council officers and provided a method for practical enforcement/intervention specific to each premises.

All applications for a new Entertainments Licence or variation to an existing licence would be brought to Full Council for decision as normal. Applications for the renewal or transfer of a licence would be dealt with by officers under the Council's Scheme of Delegation. However, where there had been a request to make oral representations to Council in relation to an application, or objections had been received, then the application would be brought to Full Council for a decision.

Proposed by Alderman Smyth

Seconded by Councillor Montgomery and agreed that:

- (i) the draft Entertainment Licensing Policy and Conditions and Management Rules for Places of Indoor and Outdoor Entertainment be approved together with the Equality Screening and Rural Needs Impact Assessment.**
- (ii) the correspondence from the Department for Communities on the Entertainment Licensing Review Recommendations be noted.**

ACTION BY: Helen Harper, Deputy Head of Environmental Health (Environment)

4.7 PBS/BC/003 VOL 2 STREET NAMING – RELIEF ROAD PHASE 2 - BALLYCLARE

A road naming application had been received from Shane Cooke of Ballyclare Developments Ltd regarding the naming of phase two of the Ballyclare Relief Road.

The naming of phase one of the road was approved at the Council meeting in August 2022. Phase one linked Templepatrick and Doagh Roads. Phase two, which was a continuation of the road, would link Doagh and Rashee Roads.

The developer had proposed that the approved name for the new section of road space be Jubilee Road, now that the second phase had been completed. The developer's application and site plan were circulated.

Proposed by Alderman Girvan
Seconded by Alderman Clarke and agreed that

that approval be given for the name Jubilee Road for phase two of the Ballyclare Relief Road.

ACTION BY: William Richmond, Principal Building Control Surveyor

4.8 PBS/BC/003 VOL 2 STREET NAMING – RASHEE ROAD, BALLYCLARE

Following consideration of a development naming application at the January meeting of Committee, it was agreed that the application be referred back to the developer.

Members were reminded that a development naming application was received from Justin McClay on behalf of Ballygood Estates Ltd regarding the naming of the residential development off Rashee Road, Ballyclare. The development consisted of 150 dwellings, these were a mixture of detached, semi – detached and townhouses. The developer had submitted a new set of options as set out below. The developer's application, location map and site plan were circulated.

1. Mossfield – The site is located in an area which was traditionally known as Moss Road. Historically, residents travelled the road to gather moss from the fields and hillsides to use in their homes for various purposes.
2. Harriers – East Antrim Harriers is a running club based in Ballyclare which was formed in 1907. They have been recognised and honoured for their significant contribution in promoting sport in Ballyclare.

In order to rationalise postal numbering, it was requested that officers were given delegated powers to add suffixes to the overall development name if required.

Should the Council not wish to select one of the above names; the matter would be referred back to the developer via the Building Control section for further consideration.

Proposed by Alderman Girvan
Seconded by Alderman Clarke and agreed that

Approval be given for the residential development off the Rashee Road to be named Mossfield.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

4.9 EH/EHS/LR/001 ENTERTAINMENT LICENSING FEES 2023-2024

Members were reminded that due to businesses within the Borough having faced an unprecedented period of financial instability as a result of the COVID-19 pandemic, Council approved the exemption of the annual fee for the renewal of an Entertainments Licence.

Council initially waived the annual fee for the renewal of an Entertainments Licence for the financial year 2020/2021, and again in May 2021 for the year 2021/2022. The value of the income to Council from these annual fees was around £23,000 per year.

In November 2022, the Department for Communities stated in correspondence to all councils, circulated, that:

'The reduced licence fees had undoubtedly helped ease some of the financial burden for businesses in the hospitality industry, however, with the removal of all remaining COVID-19 restrictions earlier this year, licence holders would by April 2023 have had a year to get back on a normal trading footing. The Department was of the view that there was no need to continue with this easement beyond the end of the 2022/23 financial year and therefore with effect from 6 April 2023 fees for renewal entertainment licences would revert to pre-April 2021 levels.'

Proposed by Alderman Smyth
Seconded by Councillor Bennington and agreed that

fees for Entertainment Licences are reinstated from 6th April 2023.

ACTION BY: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services)

4.10 L/GEN/077 PITCH STRATEGY

Members were reminded that in June 2021, Council approved the development of a pitch strategy, in line with Council's Recovery Plan. Subsequently Officers appointed Strategic Leisure Limited to complete the Strategy as work had already been undertaken through a Sport Northern Ireland funded initiative for all 11 councils in 2016 relating to playing pitch assessments.

The updated strategy included identification of over/under-supply, gaps in provision, key issues to be addressed, as well as stakeholder consultations, audit, benchmarking and final recommendations. The final version of the Pitch Strategy was circulated for approval.

Alderman Burns' objection to the pitch Strategy was noted.

Proposed by Councillor Gilmour
Seconded by Councillor Bennington and agreed that

approval be given for the Pitch Strategy.

ACTION BY: Vicki Kyles, Personal Assistant to Director of Parks and Leisure Operations

5 ITEMS FOR NOTING

5.1 WM/WM/040 CONSULTATION ON THE DRAFT CIRCULAR ECONOMY STRATEGY FOR NORTHERN IRELAND

The Department for the Economy (DfE) was seeking views on the draft Circular Economy Strategy for Northern Ireland. The draft Strategy set out a vision that by 2050, Northern Ireland would have an innovative, inclusive and competitive economy where business, people and planet flourish, with responsible production and consumption at its core.

The overarching target for the Strategy was to halve Northern Ireland's annual material footprint per person, currently 16.6 tonnes, to 8 tonnes by 2050, which was what the United Nations recommended people need to live sustainably. The draft Strategy set out how this could be achieved through measures like:

- switching to materials that could be reused;
- increasing use of fuels that could be replenished;
- designing things to be kept in use for longer and reducing waste.

The Circular Economy impacted a range of Council sections and Waste Operations Officers would co-ordinate internally and with colleagues from the other councils to draft a response which would be presented to March operations for comment. The consultation document was available on the following link, <https://www.economy-ni.gov.uk/consultations/circular-economy-strategy-northern-ireland> with the closing date for submission 20 March 2023.

Proposed by Councillor Montgomery
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

5.2 WM/WM/037/VOL2 HABITAT FOR HUMANITY CHRISTMAS TOY COLLECTIONS

Members were reminded that in 2022 collection points for the donation of good quality pre-loved toys for families for Christmas operated at each of the five Household Recycling Centres in partnership Habitat for Humanity.

Following from the success of a pilot in 2020 and increased collections in 2021, it was recognised that there was a significant demand and need for the scheme. Collections were brought forward this year and started in November 2022, allowing more time for residents to donate pre-loved toys. As in previous years, the collected toys were repaired, cleaned and sold on at reduced prices in Habitat for Humanity's ReStore shops and in addition, two pop-up shops were

established at Rathcoole and Muckamore in conjunction with the Community Planning team.

Habitat for Humanity were delighted with the quality, range and types of toys that were donated and in total 6,235 toys were donated, providing toys for children in many families across the Borough and diverting over 4.4 tonnes of waste from landfill, doubling from last year's collections and diversion rates.

Any toys remaining after the Christmas period had been donated by Habitat for Humanity to local groups identified by the Community Planning team, including play-groups, nurseries and Women's Aid, to ensure that all toys donated reached children in the Borough.

Due to the demonstrated need for the initiative and the growing success, collections would be arranged again in 2023 in partnership with Community Planning, to commence in November.

Proposed by Councillor Gilmour
Seconded by Alderman Girvan and agreed that

the report be noted.

NO ACTION

5.3 WM/WM/040 GOVERNMENT RESPONSE TO THE DEPOSIT RETURN SCHEME CONSULTATION

In June 2021, the UK Government, the Welsh Government and Department of Agriculture, Environment and Rural Affairs (DAERA) in Northern Ireland consulted on the introduction of a Deposit Return Scheme (DRS) for single use drinks containers. The aim of the DRS would be to assist with the UK's move towards a circular economy with resources protected and kept in use for as long as possible and waste was minimised.

Council responded at the time of the consultation and our views had been considered, along with others, and the Government's response had been published (circulated). The main points of the Governments response were:

The key highlights from the response were:

- The Deposit Return Scheme would be introduced from October 2025;
- Single-use drinks containers from 50ml to 3 litre containers (All-in) would be in scope of the Deposit Return Scheme;
- Polyethylene terephthalate (PET) bottles, steel cans and aluminium cans would be included for England, Northern Ireland, and Wales;
- Glass bottles would be included for Wales only;
- Retailers selling in scope containers in store would be required to host a return point, where consumers could return the empty container and be given their deposit refund, subject to some specific exemptions that retailers could apply for. Where containers were sold online, we

intended to require large grocery retailers to offer consumers a takeback service for those containers;

- Containers sold in a closed loop environment, such as in pubs, hotels, restaurants and cafes, then the retailer would not be obligated to pass on the deposit to the consumer where the drink in the container was consumed on site.
- A Deposit Management Organisation (DMO) would be appointed to manage overall operation of the Deposit Return Scheme;
- The DMO would be responsible for setting the deposit level;
- Local authorities could collect the drinks containers that end up under their management and would receive the full unredeemed deposit;
- Collection (not recycling) targets set at 70% in year 1, 80% in year 2 and 90% in year 3, for each nation. DMO would be fined if it didn't meet collection targets. Materials targets from year 3 minimum of 85% collection rate.

As waste was a devolved issue in the UK, the separate Governments had introduced differing regulations in relation to DRS. In addition, Republic of Ireland was also introducing a similar scheme and main points of all the schemes were set out in the table below:

	Northern Ireland	England	Wales	Scotland	Republic of Ireland
Start Date	October 2025	October 2025	October 2025	August 2023	February 2024
Materials in Scope	Drinks Containers made of Plastic (PET), Steel, & Aluminium	Drinks Containers made of Plastic (PET), Steel, & Aluminium	Drinks Containers made of Plastic (PET), Steel, Aluminium, & Glass	Drinks Containers made of Plastic (PET), Steel, Aluminium, & Glass	Drinks Containers made of Plastic (PET), Steel, & Aluminium
Size of In Scope Containers	50ml to 3L Plastic & Metal Drinking Containers	50ml to 3L Plastic & Metal Drinking Containers	50ml to 3L Plastic, Metal, & Glass Drinking Containers	50ml to 3L Plastic, Metal, & Glass Drinking Containers	150ml to 3L Plastic & Metal Drinking Containers
Deposit Management Organisation	DMO for England & NI	DMO for England & NI	DMO for Wales	DMO for Scotland	DMO for Ireland
Deposit Rate	TBC	TBC	TBC	£0.20	15c - 150ml to 500ml inclusive; 25c - 500mls to 3 litres

The areas highlighted were the elements of other schemes that weren't the same as those planned for Northern Ireland.

DRS had an implication for Council recycling services as it might result in residents removing DRS applicable drinking containers from kerbside recycling schemes. Digital reclaim systems were being considered to allow the

householder to obtain their deposit from their household while still using the Council kerbside services, although an agreed mechanism had not been identified.

The legislation to introduce DRS was being developed and a further update would be provided to Members as required.

Proposed by Alderman Girvan
Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

5.4 EH/PHWB/005/VOL 2 COST OF LIVING OIL CLUBS AND OIL STAMPS UPDATE

Following discussion regarding oil stamps and oil clubs at the Corporate workshop, an update on both was set out below.

The Council's Oil Stamp Scheme continued to be a popular way for residents to budget for their heating oil. In the period April to December 2021, a total of £82,000 worth of stamps were sold in the Borough. This rose to £132,500 for the same period in 2022, an increase of 62%.

The Council currently had 37 oil stamp retailers signed up to the scheme in the Borough and within the last six months, 4 new retailers had signed up. These included Boyd's Mace, Roguery Road and Main Street, Toomebridge; Centra, Islandbawn and Muckamore Credit Union.

Northern Ireland households were receiving £600 to help with their energy bills with distribution between 16 January and 28 February 2023. Residents could use this to purchase oil stamps at any of the participating oil stamp retailers.

A current list of oil stamp retailers across the Borough could be accessed at:

<https://antrimandnewtownabbey.gov.uk/residents/community-initiatives/oil-stamps/oil-stamp-retailers/>

Members were also reminded that there were a number of oil clubs operating across the Borough. These clubs, which were established by local community groups, co-ordinate orders for domestic heating oil in the local area and were able to negotiate discounts with the oil suppliers by buying in bulk. The clubs were an effective way of helping communities to purchase heating oil at a reduced cost and the Council's oil stamps could be used as payment. The clubs currently operated were Burnside (Burnside and Doagh), Duneane (Toome), Monkstown (operating in a 1.5 mile radius of Monkstown) and Ollardale, Ballyclare.

Details of all established oil clubs could be found at:

<https://antrimandnewtownabbey.gov.uk/oilstamps/>

In addition to community groups or groups of residents setting up their own groups, the Northern Ireland Housing Executive ran a regional Oil Buying Network about which residents could find more information at:

<https://www.nihe.gov.uk/community/ni-energy-advice/oil-buying-network>

Members were also reminded that the Environmental Health team was supporting residents through the recently launched booklet 'Warm and Well' which could be accessed via the Council's website at:

<https://antrimandnewtownabbey.gov.uk/residents/residents-community-information/cost-of-living/>. Hard copies of the booklet were also available from Civic Centres and Leisure Centres.

Proposed by Alderman Girvan

Seconded by Alderman Clarke and agreed that

the report be noted.

NO ACTION

5.5 L/LEI/SD/012 PHYSICAL ACTIVITY REFERRAL SCHEME (PARS)

Members were reminded that Council had a contract with the Public Health Agency (PHA) for the provision of a Physical Activity Referral Scheme (PARS).

Correspondence had been received (circulated) to advise that the contract would not cease on 31st March 2023 as previously notified, and would continue into 2023/24, recognising the challenging environment that providers were currently having to operate in and operational costs. This would allow Council to plan services for 2023/2024.

Proposed by Alderman Smyth

Seconded by Councillor Montgomery and agreed that

the report be noted.

NO ACTION

5.6 PK/BIO/046 TREE PLANTING GRANTS 2022

Members were reminded that in 2021, as part of the "One Million Trees" programme, funding was secured from the Department of Agriculture, Environment & Rural Affairs (DAERA) Small Woodland Grants programme, with a total of 6,185 native tree species planted on various Council-owned lands throughout the Borough.

Funding (at 75%) was also secured at that time from the Woodland Trust's More Hedges and More Wood Grants Schemes. The letter of offer was then withdrawn due to tree supply shortages.

These applications were resubmitted to the Woodland Trust in December 2022, and funding had now been secured for 300m of new native hedgerow to be created at the Threemilewater Park (3,000 whips and 50 large trees), and for 0.2 hectares (800 trees) of new woodland to be created at the Valley Park on lands adjacent to Longlands.

DAERA also made a call for applications, under its "Small Woodland Grants Scheme" for tree planting works in 2022. Officers reviewed the list of possible sites that were identified in liaison with DEA members, however, none of the remaining locations fulfil the criteria for this grants programme of being at least 0.2 hectares in size. A further review of Council land would be carried out by Officers for future consideration.

Proposed by Alderman Smyth
Seconded by Alderman Clarke and agreed that

the report be noted.

NO ACTION

5.7 EH/EHS/CP/003 OFFICE FOR PRODUCT SAFETY & STANDARDS GRANT FUNDING FOR THE CAPACITY & CAPABILITY BUILDING PROGRAMME IN NORTHERN IRELAND: NON-FOOD PRODUCTS 2022/23

Members were reminded that since 2018, The Office for Product Safety & Standards (OPSS), the national regulator for product safety based at Westminster, had worked with councils in Northern Ireland to enable them to undertake market surveillance and provide advice and support to local businesses regarding their product safety responsibilities as part of the UK's exit from the European Union. This had included a grant funding arrangement either made directly to individual Councils or through a Service Level Agreement with a lead Council.

Whilst there had been a delay in awarding grants for the period 1 July 2022 to 31 March 2023, an offer of grant funding of a maximum amount of £55,000 had been received for eligible expenditure in undertaking funded activities. This would be paid in financial year ending on 31 March 2023 directly to the Council.

The funded activities were listed in Annex 2 of the Agreement circulated and were for targeted and prioritised regulatory activity on non-food consumer goods to ensure robust market surveillance across the UK.

The funding was used by Council to undertake a range of activities on non-food consumer products which included to:

- build on previous product safety capacity and capability building work,
- ensure access to enforcement equipment and facilities;

- provide advice and support to local businesses to meet their obligations under product safety legislation for importing and appropriate labelling/marketing of goods;
- define work processes;
- develop officers' understanding of local supply chains and their associated risks;
- ensure adequate prioritisation of effort and resource against OPSS policy and national regulatory interests
- ad hoc requests for case studies or other additional information.

The funding would be drawn down based on spend on the resource allocated to complete the specified activities. Most of the work had already been completed in the 2022/2023 work-plan by allocating an existing full time equivalent Environmental Health Officer.

Proposed by Councillor Bennington
 Seconded by Councillor Foster that the offer of funding be rejected

On the proposal being put to the meeting, and a recorded vote having been requested by Councillor Logue, Members voted as follows:

In favour of the Proposal Members viz 7	Against the Proposal Members viz 3	Abstentions Members viz 0
Aldermen – Clarke, Girvan and Smyth	Alderman – Burns	
Councillors – Bennington, Foster, Montgomery, and Ramsay	Councillors – Gilmour and Logue	

The proposal was declared carried and it was agreed that

the offer of funding be rejected.

ACTION BY: Colin Kelly, Head of Environmental Health and Wellbeing

5.8 EH/PHWB/013 COMMUNITY RESUSCITATION – AUTOMATED EXTERNAL DEFIBRILLATORS

Members were reminded that since 2019 the Health and Wellbeing team had continued to work with the Northern Ireland Ambulance Service (NIAS) and other stakeholders to raise awareness of community resuscitation and access to Automated External Defibrillators (AEDs).

Across the United Kingdom every year, there were approximately 30,000 out of hospital cardiac arrests. According to the British Heart Foundation, less than 1 in 10 people survive a cardiac arrest if it happened outside hospital. Performing cardiopulmonary resuscitation (CPR) could double or triple the chance of someone surviving an out of hospital cardiac arrest.

Northern Ireland had a Community Resuscitation Strategy, aimed at increasing the survival rate of those who suffered an out of hospital cardiac arrest. The objectives included raising public awareness, CPR training and improving the availability of and access to AEDs across Northern Ireland. The Strategy further promoted awareness of the *Survival Chain* as a series of necessary immediate steps to save the life of someone who had a cardiac arrest:

1. Call 999 for assistance
2. Commence CPR
3. Access the nearest AED

The Circuit was the United Kingdom's new national defibrillator network, which pinpointed the location of defibrillators. This network was key in making sure that, should a cardiac arrest occur, the nearest working defibrillator could be accessed quickly. As defibrillators were registered, their location and status was instantly synchronised with the emergency services' systems. If AEDs were not registered with the network, then the emergency services would not be aware of where they were or how to access them. The Circuit was therefore vital in ensuring that people on the scene of a cardiac arrest could get to the nearest working AED quickly, as the 999 operator could identify where the nearest device was situated.

The Council had 26 AEDs in the Borough and these were currently being registered with the new network. It was planned that Health and Wellbeing staff would support community groups and sports organisations that had received funding from Council to purchase a defibrillator, to register their device on The Circuit which could be accessed via the following link - <https://www.thecircuit.uk/>.

An Action Plan for increasing awareness, access to defibrillators and to improve community resuscitation skills was also being prepared and would be brought to a future meeting of the Operations Committee.

Proposed by Councillor Logue

Seconded by Alderman Smyth and agreed that

the report be noted and Officers to explore the potential of the Heart Start Programme, promote the need to register AEDs through Borough Life and social media and that the location of AEDs at Council facilities be sign posted at the entrances.

ACTION BY: Alison Briggs, Deputy Head of Environmental Health (Health and Wellbeing); all relevant Heads of Service

5.9 PBS/PS/001 SHORT TERM ENERGY ACTION PLAN – MORE SUSTAINABLE ACTION UPDATE

Following the short term Energy Action Plan - More Sustainable Action, which was considered at the December meeting of Council following discussions at the Corporate Workshops, an update was circulated for Members' information.

In summary, the Energy Champions had been appointed and baseline electricity usage had been provided with a target to reduce consumption by up to 5%, in line with the Corporate Improvement Plan, circulated. We were exploring providing similar baseline information for gas and electricity. Usage would be monitored and reported quarterly. In addition, pop up stands had been put in place in key reception areas, posters were also in place in the top 5 energy using sites and were being rolled out across the remainder. Individual building action plans were also underway.

Proposed by Alderman Smyth
Seconded by Councillor Montgomery and agreed that

the report be noted.

NO ACTION

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Foster
Seconded by Councillor Logue and agreed

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

6 ITEMS IN CONFIDENCE

6.1 IN CONFIDENCE WM/arc21/4/VOL10 arc21 JOINT COMMITTEE PAPERS

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

- 26 January 2023

Members were reminded that these documents were confidential and might be legally privileged or otherwise protected from disclosure so therefore Members should not disclose this information to any third party and the information must be kept secure.

Proposed by Councillor Bennington
Seconded by Councillor Foster and agreed that

the papers be noted.

NO ACTION

6.2 IN CONFIDENCE PK/CEM/CR/006 CREMATORIUM UPDATE

Members were reminded that the cremation fees for Residents and Non-Residents were approved in August 2022. The pricing information, circulated, set out in detail proposed additional ancillary and memorial fees.

The Final Business Case for the development of the Crematorium facility to include memorial offerings was approved in July 2021. A memorial garden approach had been developed within the capital project. The memorial garden had been designed to give three options to families.

(i) A SCATTERING LAWN

One of the founding concepts of modern cremation was sustainability through surface scattering for laying to rest cremated remains. The scattering lawn was an area with the express purpose of having cremated remains scattered upon it, that provided a tranquil but unmarked final resting place.

(ii) PANORAMA FAMILY VAULT

A stunning 32 vault circular memorial, image circulated. Each individual niche was available on a 25 year renewable lease, could accommodate three sets of cremated remains and was fronted with a memorial plaque which could be engraved with a personalised inscription, photo plaques or artwork designs.

(iii) SANCTUM FAMILY VAULT

An attractive above-ground vault, image circulated. Each individual vault was available on a 25 year renewable lease, could accommodate four sets of cremated remains and was fronted with a memorial plaque which could be engraved with a personalised inscription, photo plaques or artwork designs

COMMUNAL MEMORIAL AREAS

The memorial garden would offer a high quality tranquil and landscaped location for visitors who came to pay their respects to their deceased loved ones. In order to maintain the long-term simple beauty and tranquillity of the communal memorial areas, a robust grounds clearance protocol would be implemented whereby unauthorised personal items and memorial tributes would be removed. There was no provision for memorial trees or benches, which might detract from the overall appearance of the site.

Acknowledging the continuing needs of the bereaved, alternative memorial options might be considered. In recent years, Crematoria such as Cavan and Wealden had introduced sculptured memorial trees, images circulated, that allowed families to memorialise the names of their loved ones on individual memory leaves. Further after cremation memorials such as the Butterfly Seat, image circulated, would enhance the memorial offerings to bereaved families. These memorial options could easily be integrated to be a focal point within the memorial garden and would mean that families that chose to have their loved ones cremated remains scattered may also have the opportunity to commemorate their loved ones.

Proposed by Alderman Smyth

Seconded by Councillor Montgomery and agreed that

approval be granted for incorporating the pricing structure for crematorium ancillary and memorial fees into the Schedule of Charges and Pricing Policies for Parks and Leisure for 2023/2024 with the exception of the matter of fees for cremating those under 17 years of age, this matter to be reported in more detail at February Council.

ACTION BY: Jim Parker, Crematorium Manager

Having declared and interest in Item 6.3 Alderman Burns left the Chamber.

6.3 IN CONFIDENCE L/LEI/OO/008 IRISH FA/ DCMS MULTI-SPORT GRASSROOTS FACILITIES INVESTMENT FUND - EXPRESSIONS OF INTEREST FOR 2023-25

Members were advised that correspondence has been received, circulated, from the Irish Football Association (IFA), that advised of a capital funding opportunity focused on the installation and improvement of natural grass or certified 3G pitches. The Multi-Sport Grassroots Facilities Investment Fund was funded through the Department for Digital, Culture, Media & Sport (DCMS) with a total £5.59 million committed for Northern Ireland and administered by the IFA between 2023-25. The fund allowed for a maximum of 40% match funding to any suitable Council projects.

The recently completed draft Council Pitch Strategy which was listed as a separate item on the Operations Committee agenda had highlighted a number of recommendations for additional 3G pitch provision with Mossley Park and Randalstown potentially fitting the funding criteria. As there had not yet been a suitable site located/approved for Randalstown, the only site for development of a 3G pitch and overall improvement of ancillary facilities was at Mossley Park.

As there was a short turnaround for an Expression of Interest (EoI) to be submitted to the IFA (3 February) Officers submitted the EoI speculatively, circulated, subject to consideration and were requesting Committee's consideration of retrospective approval. The project detailed within the EoI was estimated to cost in the region of £[REDACTED]. It was not clear at this early stage if there was a maximum award.

It was anticipated that the full application process to the fund would commence in Spring 2023. Should retrospective approval be granted for the EoI, Officers would bring forward a full business case for approval.

Officers also continued to identify suitable locations for the development of a 3G facility in Randalstown.

Proposed by Councillor Bennington
Seconded by Councillor Foster and agreed that

retrospective approval is granted for the submission of an Expression of Interest to Multi-Sport Grassroots Facilities Investment Fund that relates to the

development of a 3G pitch and improvements to ancillary facilities at Mossley Park.

ACTION BY: Deaglan O'Hagan, Head of Leisure Operations

Alderman Burns returned to the Chamber.

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Foster

Seconded by Alderman Smyth and agreed

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

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

There being no further Committee business, the Chairperson thanked everyone for their attendance and the meeting concluded at 7.22 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.