



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

- In the Chair** : Councillor A Logue
- Members Present:** Aldermen - F Agnew, T Burns, L Clarke, M Girvan and J Smyth  
Councillors - A Bennington, R Foster, J Gilmour, L Irwin, N Kelly, J Montgomery, R Swann and R Wilson
- Non Committee Members**: Councillors – A McAuley, N McClelland, V McWilliam, N Ramsay and B Webb
- Officers Present** : Deputy Chief Executive, Operations - G Girvan  
Deputy Director of Operations (Leisure & Parks) (Interim) - M McDowell  
Deputy Director of Operations (Environmental Health, Building Control and Property) (Interim) - C Todd  
Deputy Director of Operations (Waste and Fleet) (Interim) – M Lavery  
ICT System Support Officer – C Bell  
ICT Helpdesk Officer – J Wilson  
Member Services Officer - S Boyd

**CHAIRPERSON'S REMARKS**

The Chairperson welcomed Members to the November 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 physically attend the meeting. The public and the press can access those parts of the meeting which they are entitled to attend via livestream (a link to which is on the Council website). The meeting minutes and audio recording would be published on the Council's website.

**1 APOLOGIES**

Alderman J McGrath

**2 DECLARATIONS OF INTEREST**

Item 3.1 - Councillor R Foster

Having declared an interest in the following Item Councillor Foster left the Chamber.

### 3 ITEMS FOR DECISION

#### 3.1 L/LEI/002 LEISURE GRANT AID PROGRAMME

Members were advised that during the 2<sup>nd</sup> call for the Leisure Grant Aid Programme (August 1 – September 30), a total of 30 applications have been received. All 30 applications have been scored with a table setting out details and recommendations was circulated.

This year's programme has seen a significant increase in applications to the 'Grants to Clubs' category to an extent that if approval is granted for the recommended awards in the 2<sup>nd</sup> call, the category would have an overspend of £11,400. Officers propose that £20,000 is reallocated from the 'Grants to Athletes' category to fulfil the applications for this call and to cover expected demand for the remainder of this year's programme.

Should approval be given for the grants listed and the re-allocation of funds across categories detailed above, the balances remaining in each funding category are set out below:

Category	Approved to date 2021/22			Applications this call (1/08/2021-30/09/21)		Funding Balance
	No.of apps.	Budget	Approved spend to date 21/22	No.of apps.	Requests (£)	Subject to Recommendation
Capital Grants	0	£40,000	£0	1	£20,000	£20,000
Grants to Clubs	5	£40,000	£16,820	5	£14,580	£8600
Grants to Athletes	10	£30,000	£7,500	12	£5,675	£16,825
Grants to Coaches and Officials	2	£15,000	£300	2	£800	£13,900
Sports Event Grant	3	£40,000	£12,575	1	£1,480	£25,945
Defibrillator Grant	1	£5,000	£1,494	3	£3,014.80	£491.20
<b>Totals</b>	<b>0</b>	<b>£170,000</b>	<b>£38,689</b>	<b>24</b>	<b>£45,550</b>	<b>£85,761</b>
Fitness Suite Gold Card	1	20 Applications	1	4	2 proposed	17 remaining
<b>Total spend to date including this call, if approved: £84,238.80</b>						

Proposed by Councillor Wilson  
Seconded by Councillor Foster and agreed

that

- i. the grant awards set out in the enclosure are approved;
- ii. £20,000 is reallocated from "Grants to Athletes" category to "Grants to Clubs" category;
- iii. that delegated authority be granted to the Deputy Chief Executive, Operations to reallocate budget allocations between categories to

**facilitate fluctuating applications with a subsequent report to Committee for noting.**

*ACTION BY: Anna Boyle, Sport & Physical Activity Programmes Manager*

*Councillor Foster returned to the meeting.*

### **3.2 WM/WM/37/VOL2 REVIEW OF CLEANSING CHARGES 2022-2023**

A review of cleansing charges is carried out annually for:

1. Trade Waste Collection Service;
2. Waste Collection Containers;
3. Re-Chargeable Cleansing Work.

The Waste & Contaminated Land (NI) Order 1997 places a duty on each district council to arrange for the collection of commercial waste from premises within its district if requested by the occupier of such premises to do so.

Anyone who requests Council to provide a commercial waste collection service is liable to pay a reasonable charge for the collection and disposal of such waste. Council charges commercial waste customers on a volumetric basis for the collection of their commercial waste (i.e. per bin size).

A schedule of Proposed Charges was circulated for Members' consideration.

#### **1. Trade Waste Collection Service**

Despite increases in the Landfill Tax Rate and operating costs, it is proposed to maintain waste charges at their current levels as businesses are currently facing many challenges due to increasing material and transport costs.

Under current waste legislation, all movements of waste must be controlled through a Waste Transfer Note (WTN), which is provided by the Council on behalf of the trade customer. As previously, the cost of the WTN will be included in the collection rate. There is no increase in the cost of the WTN.

#### **2. Waste Collection Containers**

Council purchases waste collection containers through an arc21 contract and as there has been no increase in these rates, the current charges for new bins, boxes, and composters, it is proposed that these prices will be maintained at current levels.

#### **3. Re-Chargeable Cleansing Work**

If a request is made to clear waste which is deemed to be outside the normal bulky waste items, that are normally collected free of charge, a Waste Supervisor will visit the customer and assess the collection requirements and

what equipment is required. In line with the other charges it is proposed to maintain re-chargeable fees at 2021-2022 rates.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed

**that Council approves the Review of Cleansing Charges for 2022-2023.**

*ACTION BY: Michael Laverty, Deputy Director of Operations (Waste & Fleet) (Interim)*

### **3.3 PBS/BC/003 VOL 2 STREET NAMING – THE BURN ROAD, PARKGATE**

A development naming application had been received from Patrick Morwood on behalf of Kenny Homes regarding the naming of a residential development at The Burn Road, Parkgate which is accessed through an existing development, namely Parkgate Meadows. The development consists of 10 dwellings, these being 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. The Saddlery – The development is located on the site of the former saddlery in Parkgate.
2. Oakridge – The townland name Drumadarragh means 'ridge of the oak wood'.
3. Fultons Mews – The lands around Parkgate were owned by three or four families in the early 1900s and the areas were known as the landowners names – Fultons Land, Fergusons Land, Durhams Land.

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 Clarke  
Seconded by Councillor Wilson and agreed that

**The Saddlery be approved as the name for the development.**

*ACTION BY: Liam McFadden, Principal Building Control Surveyor*

### **3.4 PK/GEN/003 SUCCESSIONAL PLANTING**

Following the success of the successional planting scheme approved in 2018 at the Prince Charles Way Roundabout, Dublin Road, Antrim and on approach roads to Antrim, similar planting was approved through the Parks and Open Spaces Sub Group (formerly Grass Management Sub Group). An estimated budget of £30,000 was approved for Autumn 2021 planting. The specialist supplier had indicated that due to an increase in costs relating to transportation, staff and machinery, the successional planting plan had

increased to £38,150. Due to the time constraints, as there is a three week lead time and bulbs need to be planted by December, the order was authorised to ensure that planting could progress.

The following locations would be planted:

- Threemilewater Park
- Hazelbank Park
- Antrim Lough Shore Park
- Whiteabbey Village
- Alexander Irvine Park, Antrim
- Doagh Road along the perimeter fence to Threemilewater Park
- Roundabouts at Greystone, Sandyknowes, and O'Neill Road

Proposed by Councillor Foster  
Seconded by Councillor Kelly and agreed

**that retrospective approval be given for successional bulbs to be planted at the locations above at a total cost of £38,150.**

*ACTION BY: Matt McDowell, Deputy Director of Operations (Parks & Leisure) (Interim)*

### **3.5 G/MSMO/067 NEWTOWNABBEY ROTARY CLUB**

A request has been received from the Newtownabbey Rotary Club for permission to have crocuses planted at Hazelbank Park. This would form part of Rotary Club's annual crocus planting across the UK and Ireland. The commemorative bed would be dedicated to organisation's support for polio awareness. The request is for Council staff to prepare the ground and plant, with the crocuses and plaque being supplied by the Rotary Club. The Parks team based at Hazelbank Park could plant the bulbs as part of their winter work.

Recently, the Council's Civic Buildings were lit up purple to mark World Polio Day at the request of the Rotary Club.

Following a question from a Member regarding the timing of the planting of crocuses, the Deputy Chief Executive, Operations to seek clarity and revert to the Member.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed

**that approval be given for the planting, by Council staff, of crocuses supplied by Newtownabbey Rotary Club, in a commemorative bed at Hazelbank Park in support of polio awareness.**

*ACTION BY: Angela Ross, Parks Development Officer*

### 3.6 PBS/PS/001 ELECTRIC VEHICLE CHARGING PROVISION

As Members were aware, as part of its commitment to reducing its carbon footprint, Council had developed a Climate Change Action Plan. In this context Electric Vehicle (EV) charging infrastructure is an important matter both for Council corporately and for the Borough. For this reason, a review of the issues relating to EV charging had been carried out. In addition, correspondence had been received (circulated), from the Infrastructure Minister regarding an On Street Residential Charging Scheme (ORCS).

There are a number of key issues to be considered in relation to EV Charging:

- i. Replacement/upgrading of existing chargers installed by Council and what electrical output is appropriate
- ii. Requirement for additional chargers at Council facilities and electrical output required
- iii. Clarity on access to using chargers at some council locations
- iv. Assessment of chargers required for fleet to meet future needs
- v. Capacity for the electricity network to meet any increased demands and identifying the associated costs
- vi. Licensing arrangements with ESB for their network of chargers (some of which are on Council premises)
- vii. Issue of charging for use
- viii. On Street Residential Charging Scheme (ORCS)

Current infrastructure

There were 33 electric vehicle charge points in the Borough and these fall into two categories;

- those installed and funded by Council (7)
- those installed and funded by NIE/ESB (26) as part of an E-Car initiative across Northern Ireland.

In all cases electricity is currently provided free to the customer at the point of use and most were 7.4kW at the point of installation resulting in an average car taking approximately 6-8 hours to charge. New chargers are generally either 22kW or 44kW and charging can complete in around 20 minutes.

The charge points installed and funded by Council were at: Mossley Mill, Antrim Civic Centre, Crumlin Leisure Centre, Antrim Castle Gardens, Environmental Services Depot, Allen Park and Jordanstown Lough Shore Park. There were originally 8 charge points installed but one, at Ballyearl, was damaged by a vehicle and removed. Of the remaining 7, Jordanstown had recently been replaced on a like for like basis and a further 3 at Antrim Castle Gardens, Allen Park and Mossley Mill were in need of replacement as they were no longer operating.

Of the 26 NIE/ESB installed and funded chargers within the Borough, 9 are in Council car parks and the remainder are at a range of retail premises and transport hubs. A full list was circulated for Members' information. These chargers were installed more than 10 years ago and area a mix of 7.4kW and

22kW output, however, ESB E-Car was currently undertaking a phased replacement scheme in each Council area. There are 4 chargers on Council premises are scheduled for replacement, Valley, Ballyearl and Crumlin Leisure Centres, as well as Antrim Forum.

All 26 chargers were originally installed via wayleave agreements with NIE. As NIE has transferred ownership of these charge points to ESB, ESB was now seeking a lease or licence from Council in order to continue to operate and maintain those points on Council car parks. This request was currently with the Council's Legal team for review. It was understood that once the ESB network had all been updated, ESB would review policy on the introduction of charging tariffs. This may be a consideration for Council in the future.

A Plan for addressing EV Charging infrastructure was being developed for Members' consideration taking into account replacement/upgrading of existing council owned chargers, gaps in provision, fleet needs, customer needs, voltage requirements and capacity and costs. In the meantime, the issue of the 3 charge points which are not functioning could be addressed to leave the 7 on council property in working order.

To replace these 3 chargers like for like – i.e. 7.4kW chargers - would cost an estimated £9,000. To increase to 22kW or 44kW would depend on the result of engagement with NIE Networks and as this may take some time and there may be capacity issues, it was proposed that, as an interim measure, the 3 chargers are replaced on a like for like basis.

#### Mayor's Car

The other issue which could usefully be addressed in the meantime was the need for EV charge points in the event that the new Mayor's car is approved as an electric car. This matter was being considered at the November meeting of the Policy and Governance Committee. In the event that the decision is taken to lease an electric car for the Mayor, it was proposed that 3 charge points would be installed, one at Mossley Mill, Antrim Civic Centre, and Ballyearl where the car is garaged overnight.

As set out above, whether these or any new chargers on Council facilities are 7.4kW, 22kW or 44kW will depend on the result of engagement with NIE Network on a site by site basis to determine if supply upgrades are possible and if so, at what cost.

#### On Street Residential Charging Scheme (ORCS).

Correspondence from the Department of Infrastructure sets out funding opportunities available for an on street residential charging scheme (ORCS).

The purpose of the scheme is to increase the availability of on-street charge points in residential streets where off-street parking is not available, thereby ensuring that on-street parking is not a barrier to realising the benefits of owning a plug-in electric vehicle.

The correspondence does not provide any details but in following up it had been confirmed that the scheme will operate as follows:

- £20million budget coordinated through the Department of Transport in England
- open to all UK local authorities
- available to provide 75% funding to local authorities for the procurement and installation of on street residential charging facilities
- the Department for Infrastructure in Northern Ireland has indicated its intention to provide the remaining 25% funding shortfall
- Applications to the Department of Transport must be made by March 2022, with the deadline for completion of the works by March 2023.

There are challenges with the scheme. Councils in Northern Ireland are disadvantaged as they are not the highway authority. Any proposed schemes would therefore need to be coordinated with Department for Infrastructure, Roads as well as NIE Networks. The timescales for the funding are a challenge as any enabling works required for electricity supply and approvals by DFI Roads would be outside the control of the 11 councils. Suitable locations would need to be identified and agreed, local consultations take place, health and safety issues, for example, with charging infrastructure on public roads/footpaths will need to be addressed to the Department's satisfaction.

All 11 Councils were involved in a Northern Ireland Electric Vehicle Consortium at which the Department was also represented. This group was exploring a possible collaborative application as this seems to be the only feasible way forward in the context of the timeframes and challenges. Discussions were ongoing on this matter and Members would be kept informed.

Following a question from a Member, regarding Electric Vehicle infrastructure being addressed during the resurfacing of Central Car Park, Antrim, The Deputy Chief Executive, Operations advised that she would confirm the details.

Proposed by Councillor Kelly  
Seconded by Councillor Foster and agreed

**that, pending the completion of an Electric Vehicle Charging Provision Plan, replacement of the 3 electric vehicle charging points at Mossley Mill, Antrim Castle Gardens and Allen Park be approved on a like for like basis at an estimated cost of £9,000 and that Officers progress arrangements for the charge points for the Mayor's car subject to leasing of an electric vehicle being agreed by Council. A further report to be brought back to Committee in due course.**

*ACTION BY: Stephen Hipkins, Head of Property and Building Services*

### **3.7 WM/SC/001 LITTER WORKSHOP PROJECT PROPOSALS**

Following the litter workshop on 1 September, there were a number of suggested actions which Members asked to be piloted. As reported to the

September Committee meeting, there was general agreement on the potential to pilot the following:

- Solar powered compacting bins
- Bin sensors
- Specific coloured bags for community litter picks
- Big spring clean volunteer reward scheme
- Dog watch scheme
- Flower bed artwork - disks
- Mobile messaging signs
- Influencer campaign

Officers had developed a plan to pilot these and the table below set out the proposals.

<b>Pilot Project</b>	<b>DEA</b>	<b>Estimated Cost/External funding</b>	<b>Projected Implementation Date</b>
Solar powered compacting bins for areas of high use (14 bins)	Threemilewater/Macedon, Antrim (Lough Shore Park Jordanstown/Hazelbank And Lough Shore Park Antrim)	£80,000. External funding secured from DAERA £36,941* Balance to be met by Council £43,059.	March 2022
Bin sensors in 50 pilot locations <i>Proposed to install sensors in two different types of location – (i) where bins are not heavily used to reduce unnecessary visits and (ii) areas of heavy use to reduce overflowing bins</i>	Pilot in each DEA in both categories	£6,000	January 2022
Litter pickers, boards and bags at Lough Shore Parks/Hazelbank Park	Threemilewater/Macedon Antrim (Lough Shore Park Jordanstown/Hazelbank And Lough Shore Park Antrim)	£1,500 per annum External funding secured from DAERA £750*. Balance to be met by Council this year £750	March 2022
Specific coloured bags for	All	£3,000 per year	January 2022

community litter picks			
Volunteer reward scheme <i>This scheme proposes to offer vouchers for tea/coffee in local independent coffee shops to those who participate in the Big Spring Clean and/or who litter pick throughout the year</i>	All	£1,500	April 2022
Explore the potential for Dog Watch schemes in residential areas in each DEA as well as in Council parks	Schemes to be developed based on levels of complaints and active community/residents groups willing to participate. Each DEA to be assessed.	£250 per area	February 2022
Flower bed disks giving anti littering messages	As agreed by each DEA	Parks budgets (up to 2 locations per DEA)	April 2022
Mobile messaging signs	Potential to be explored in each DEA (approvals from Dfl, suitable location etc)	£2,000	Spring 2022
Influencer campaign	Borough wide	£2,000	April 2022
Dedicated Litter Team in Rathcoole/Mossley for a 5-week trial period.  <i>These urban areas were chosen to assess if a dedicated operative, similar to the arrangement in Randalstown, can improve the levels of cleanliness. To be effective pilot areas need to be of an appropriate scale and have significant levels of complaints</i>	Macedon, Three Mile Water	£2,600	January 2022

\* Confirmation received 26<sup>th</sup> October 2021 of grant – subject to Council approval (must be spent by February 2022)

The cost of the initiatives listed above was estimated to be up to an estimated £95,850 (requiring match funding by Council of £58,909).

It was proposed that, subject to these pilot projects being approved, implemented and evaluated, the remaining suggestions outlined at the litter workshop be considered following assessment of the outcomes of those listed above.

In addition to the funding for the items above, solar powered compacting bins and litter pickers, boards and bags, the Department had confirmed that funding at 50% of costs has also been approved for:

- 4 outdoor bottle filling stations, £4,290 plus installation costs- £550
- Production and installation of litter education boards at water bottle fountains – (£2500)

Proposed locations would be reported to Committee in due course.

Proposed by Alderman Smyth  
Seconded by Alderman Clarke and agreed

**that the pilot projects be approved at a cost of £95,850 and that Council accepts the funding of £36,941 and agrees to match fund the projects as listed.**

*ACTION BY: Clifford Todd, Deputy Director of Operations (Environmental Health, Property and Building Services) (Interim) & Michael Laverty, Deputy Director of Operations (Waste and Fleet) (Interim)*

### **3.8 WM/WG/2 WINTER OPERATIONAL PLAN AND MoU WITH THE DEPARTMENT FOR INFRASTRUCTURE**

From November to April each year, 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 at all Council facilities and designated areas such as town centres and car parks, the delivery of the waste collection services during adverse weather, and snow clearance operations.

The Plan is reviewed every year and reported to Committee. While the ongoing COVID-19 pandemic may affect Council staffing resources, Officers would continue to strive to deliver the Plan, circulated, which includes maps showing agreed town centre streets which are gritted as well as how and when this will occur.

The Plan outlines 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 Randalstown as the temperature is above freezing.

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

### **Community Winter Resilience Kits**

Members were reminded that three Community Winter Resilience Kits are available per DEA for residents/groups of residents including; salt spreader, salt, snow shovels, ice grippers, gloves, and hi vis vests. The contact details of the community groups or individuals are kept on a database in case resources need to be shared across the Borough if ice coverage is patchy.

### **Memorandum of Understanding Clearing Busy Town Centre Footways and Pedestrian Areas of Snow and Ice**

Since the formation of the Council an Agreement has been in place with Department for Infrastructure (DfI) Roads for clearing busy town centre footways and pedestrian areas of snow and ice during periods of heavy snowfall or prolonged adverse weather. This Agreement, in the form of a Memorandum of Understanding, is renewed every three years. The Department had recently requested that Council considers a further three-year commitment. The MoU was circulated.

The MoU provides an agreed framework to formalise the level of service to be provided and defines each organisation's duties and obligations in delivering the service. Points in the MoU to note are:

- DfI Roads provides Council with the salt/grit mix free of charge;
- Council will receive an annual Service Fee of £2,358;
- DfI Roads extends the indemnity offered to Council and its agents.

Following a query from a Member, the Deputy Chief Executive, Operations agreed to clarify arrangements for gritting Whiteabbey Village and in relation to a request that the Manse Road be gritted near the primary school, she indicated that it was unlikely that this could be resourced due to the number of other operational demands and similar requests across the Borough.

Proposed by Councillor Bennington  
Seconded by Councillor Gilmour and agreed that

- (i) the Winter Operations Plan be noted;**
- (ii) Council agrees to renew the partnering arrangements with Department for Infrastructure Roads, for the removal of snow and ice as set out in the Memorandum of Understanding for the next three years.**

*ACTION BY: Michael Laverty, Deputy Director (Waste & Fleet) (Interim) and Matt McDowell, Deputy Director (Leisure & Parks) (Interim)*

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

##### **4.1 EH/PHWB/015 ANTRIM AND NEWTOWNABBEY HOARDING SUPPORT GROUP**

Members were reminded that the Antrim and Newtownabbey Multi-Agency Support Hub is a partnership of statutory services working together to improve the lives of vulnerable individuals, chaired by and administered through the Antrim and Newtownabbey Policing and Community Safety Partnership.

Hoarding cases have been prevalent in the work of the Hub throughout its initial three years. This has resulted in Environmental Health representatives on the Support Hub working collaboratively to create a new Hoarding Protocol and establishing a working partnership with 'Respect my Stuff', a company that supports and improves the safety and quality of life of people who hoard or live in extreme clutter.

A Hoarding Support Group had been established to supplement this work and the inaugural meeting was launched by the Mayor, Councillor Billy Webb in October.

This Group, the first of its kind in Northern Ireland, allows those who hoard and their family and friends to come together in a relaxed atmosphere to share experiences. This can help to improve an individual's mental and emotional wellbeing by making connections, realising they are not alone and by getting further information on help that is available.

It was planned that future Hoarding Support Group meetings would take place on a monthly basis.

Proposed by Councillor Montgomery  
Seconded by Councillor Foster and agreed

**that the report be noted.**

*NO ACTION*

##### **4.2 EH/EHS/FC/011 NATASHA'S LAW**

Members were advised that the United Kingdom Food Information amendment legislation, also known as Natasha's Law, came into effect on

the 1 October 2021. This requires food businesses to provide full ingredient lists and allergen labelling on foods pre-packaged for direct sale (PPDS) on the premises. The legislation was introduced to protect allergy sufferers and give them confidence in the food they buy.

This amendment was brought by the actions of a lobbying group lead by the parents of Natasha Ednan-Laperouse, the teenager who sadly died after suffering an allergic reaction to an undeclared ingredient in a prepacked meal.

The Government confirmed that stronger laws would be implemented to protect those with food allergies and give them greater confidence in the food they buy.

It was currently estimated that almost 1 in 5 people in the United Kingdom suffer from an allergy. These new rules require that food pre-packaged for direct sale must clearly display the following information on the packaging:

- Name of the food.
- Full ingredients list, with allergenic ingredients emphasised (for example, in bold, italics or a different colour).

The Council's Environmental Health section has partnered with Safe Food and the Food Standards Agency Northern Ireland to develop a messaging toolkit for Northern Ireland food businesses.

Through this partnership, a range of tools will be developed that will provide businesses with key information about how the changes in the law affect them and what they need to do order to comply with the new rules.

To start this process, an initial focus group was assembled using 8 businesses from across the Borough. This group helped inform what businesses current understanding of the new rules was and determine the barriers faced to achieving compliance.

The information gathered from the focus group will assist in the development of an information video for businesses that can then be used by the other 10 Councils in Northern Ireland.

It was anticipated that the video would be completed by the end of November 2021, and Environmental Health would continue to support local businesses through a series of food labelling training sessions. The first session would be tailored for Butchery premises and was planned for November 2021.

Proposed by Councillor Montgomery  
Seconded by Councillor Foster and agreed

**that the report be noted.**

*NO ACTION*

#### **4.3 L/LEI/501 QUEST ACCREDITATION**

Members were reminded that Quest is a quality assurance scheme for leisure facilities throughout the UK, supported by Sport England, Sport Wales, Sport Scotland, and Sport Northern Ireland as well as organisations and professional bodies such as CIMPSA, ukactive, Chief Leisure Officer's Association, and SPORTA. It was designed to measure how effective organisations are at providing customer service.

All Council leisure centres achieved Quest accreditation in 2019. Due to the pandemic and subsequent closures relating to public health regulations, no assessments took place in 2020. Throughout September and October 2021, Allen Park, Antrim Forum, Crumlin Leisure Centre, Sixmile Leisure Centre, and Valley Leisure Centre were all assessed and retained their existing accreditation. Ballyearl had been scheduled for early 2022 having just reopened to the public in September.

Prior to the onset of the pandemic, it was intended that all centres progress to 'Quest Plus' which involves a more extensive assessment over a two-year period with an assessment in Year 1 and a review in Year 2. It was proposed that this would progress in 2022.

Proposed by Councillor Montgomery  
Seconded by Councillor Foster and agreed

**that the report be noted.**

*NO ACTION*

#### **4.4 PK/GEN/003 REQUEST TO HOST A BEEHIVE**

Correspondence had been received from local residents requesting Council to consider hosting native black honey bee hives, in the grounds at Mossley Mill or another council facility. Officers explored a range of options and identified an area at Sentry Hill where hives had previously been located.

The residents are qualified and experienced beekeepers, members of The Institute of Northern Irish Beekeepers (INIB), British Beekeepers Association (BBKA) and members of the Mid Antrim Beekeepers Association.

Proposed by Councillor Montgomery  
Seconded by Councillor Foster and agreed

**that the report be noted.**

*NO ACTION*

#### 4.5 PK/GEN/051 BALLYDUFF QUARRY

Members were reminded that in May 2016, Council agreed in principle to accept the offer of land at Ballyduff Quarry from Anderson Haulage Limited for the purpose of provision of open space/recreation. It was subsequently agreed in November 2019 that the land be leased to the Woodland Trust for a duration of 25 years. Officers had recently received correspondence from the Woodland Trust (circulated) indicating that final site works had been completed by Anderson Haulage ensuring compliance with planning requirements and that the land is now ready to be transferred.

Following meetings with Woodland Trust and Anderson Haulage, Committee would be updated. In the meantime, leasing arrangements were being progressed by the legal team.

Proposed by Councillor Montgomery  
Seconded by Councillor Foster and agreed

**that the report be noted.**

*NO ACTION*

#### 4.6 PK/GEN/057 GREEN FLAG 2021 AWARDS

Members were reminded that the Green Flag Award is an internationally recognised award which demonstrates an agreed standard of management, maintenance and community involvement in parks and open spaces. The scheme in Northern Ireland is overseen by Keep Northern Ireland Beautiful. To achieve Green Flag status, a site management plan must be developed which demonstrates compliance with a range of strict criteria, including; horticultural standards, cleanliness, environmental management, biodiversity, community involvement, and safety standards.

In 2021, a total of 18 parks and open spaces which are directly managed by Council were nominated for Green Flag Awards. This was an increase from 16 in 2020, with successful nominations for Threemilewater Park and Crumlin Glen. In addition to the sites directly managed by Council, a further 4 nominations were made for sites managed by community groups. All 22 nominations were successful in achieving The Green Flag Award and are detailed as follows:

<b>Park / Open Space</b>	<b>Green Flag Awarded by Type</b>
Antrim Castle Gardens	Heritage
Antrim / Belmont Cemetery	Council - Parks
Ballynure Old Graveyard	Council - Parks
Ballyeaston Church Ruin	Community
Jordanstown LSP, Hazelbank Pk & Gideon's Green	Council - Parks
Kilbride Cemetery	Council - Parks
Lilian Bland Park	Council - Park
Mallusk Cemetery	Council - Parks
Mill Race Trail	Council - Parks

Newtownabbey Way	Council – Parks
Randalstown Viaduct and Riverside Walk	Council - Parks
Rashee Cemetery	Council – Parks
Rathfern Activity Centre	Community
Sentry Hill Community Garden	Community
Sentry Hill Historic House	Heritage
Six Mile Water Park	Council – Parks
Toome Linear Park	Community
Valley Park (V36 and Glas-na-Braden Glen)	Council – Parks
Wallace Park	Council - Parks
Antrim Loughshore & Gateway	Council – Parks
Crumlin Glen	Council – Parks
Threemilewater Park	Council – Parks

Proposed by Councillor Montgomery  
 Seconded by Councillor Foster and agreed

**that the report be noted.**

*NO ACTION*

#### **4.7 PK/GEN/021 TRANSLINK ULSTER IN BLOOM BOROUGH WINNERS 2021**

Members were reminded that the Ulster in Bloom competition is coordinated by the Northern Ireland Local Government Association (NILGA) and aims to showcase partnership working between local community groups and Councils in relation to horticulture and 'in bloom' displays. As well as horticulture, the other two competition criteria - environment and community - aim to instil local pride, create awareness of the environment and biodiversity and attract involvement from a range of ages and abilities.

In 2021, Council submitted nominations for 16 towns and villages from across the Borough circulated, and in what was an extremely successful year, the results for those placed were as follows:

- Ballynure: Winner of Small Village category
- Randalstown: Winner of Small Town category
- Antrim: Winner – 2<sup>nd</sup> place in Town category
- Randalstown: Winner of Translink 25<sup>th</sup> Anniversary Floral Display

In addition to the success of Council nominations, other groups and individuals from the Borough also received recognition with McConnell's Bar of Doagh winning the Floral Presentation Award, Colin Bailie from Whiteabbey Environmental & Wellbeing Group a special recognition award for community involvement, and Helen Boyd from Tidy Randalstown winning the Community Champion Award.

Proposed by Councillor Montgomery  
Seconded by Councillor Foster and agreed

**that the report be noted.**

NO ACTION

#### **4.8 PK/GEN/103 TARDREE FOREST – WALKING TRAILS**

An approach had been made by a number of residents regarding the potential to improve the paths and wayfinding in Tardree Forest. As this is a Forest Service asset it was proposed that contact is made with Forest Service in relation to this matter.

Following a request from a Member regarding a provision of report to Committee recommending that a Memorandum of Understanding (MoU) with Forest Service, the Deputy Chief Executive, Operations indicated that a Council decision would be required on a specific proposal which would then lead to an MoU.

Proposed by Councillor Wilson  
Seconded by Alderman Smyth and agreed

**that approval be given to initiate correspondence with Forest Service in relation to improvements to the paths and wayfinding in Tardree forest.**

*ACTION BY: Matt McDowell, Deputy Director of Operations (Parks & Leisure) (Interim)*

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

Proposed by Alderman Smyth  
Seconded by Foster and agreed

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

### **5. ITEMS IN CONFIDENCE**

#### **5.1 IN CONFIDENCE WM/ARC21/5 EXTENSION OF ARC21 MUNICIPAL WASTE DISPOSAL CONTRACT**

In June 2020 Council approved the award of the arc21 contract for Municipal Waste Disposal, to Biffa Waste Services Ltd at a rate of £[REDACTED] per tonne for the disposal of Municipal Waste at the Cottonmount Landfill Site (Lot 2), for a period of 18 months with optional extensions of up to a further 18 months. This contract is required for the disposal of the black bin waste collected by Council.

Council also approved the participation in an arc21 interim residual waste treatment contract that would reduce the need for the landfill contract.

Progress on the development of the arc21 interim residual waste treatment contract has been delayed with contract award unlikely until August 2022, and therefore alternative disposal routes are required for the residual waste.

The contract with Biffa is due to expire on 31 January 2022 but does allow for an extension period of up to 18 months. It is proposed that arc21 extend the contract by a period of eighteen months from 1 February 2022, with no change in disposal rate (£■■■■ per tonne) or minimum guaranteed tonnages which will allow Council to use the interim residual waste treatment contract if it is awarded within the extension period.

As with previous contracts of this nature, the original contract was divided into two geographical lots as follows:

Lot 1: Ards and North Down Borough Council, Belfast City Council, and Lisburn & Castlereagh City Borough Council.

Lot 2: **Antrim and Newtownabbey Borough Council**, and Mid and East Antrim Borough Council.

Down District Council abstained from the procurement exercise as they use their own landfill site.

Lot 1 was originally awarded to Alpha Resource Management using the Mullaghglass landfill site and arc21 also approached Alpha regarding an extension for residual waste in this lot. Alpha are unable to provide sufficient capacity at Mullaghglass to meet the contractual requirements and therefore the councils in lot 1 will be using a combination of the Cottonmount and Mullaghglass landfill sites.

Proposed by Councillor Bennington  
Seconded by Alderman Smyth and agreed

**that Council approves the extension of the arc21 Municipal Waste Disposal Contract for eighteen months from 1 February 2022 to Biffa Waste Services Ltd at a rate of £■■■■ per tonne.**

*ACTION BY: Michael Laverty, Deputy Director of Operations (Waste & Fleet) (Interim)*

## **5.2 IN CONFIDENCE WM/arc21/4/VOL8 arc21 JOINT COMMITTEE PAPERS**

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

- October 2021

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

Proposed by Councillor Foster  
Seconded by Councillor Montgomery and agreed

**that the papers be noted.**

NO ACTION

### **5.3 IN CONFIDENCE L/LEI/001 WALLBALL COURT PROPOSAL**

Following a request from a Member for the development of a Wallball court in the Borough, Officers had identified the dimensions and layout of a court, circulated, and an estimated cost.

Wallball is a sport in which players compete by hitting a ball against a wall with their hands. As a sport there are aims for it to be included in the Olympic Games. A 1-wall court can be marked out on any flat wall and it can also provide a practice wall for other sports such as tennis allowing players the opportunity to practice on their own, using the wall to return the ball, similar to a court scenario.

It was estimated that the development of a Wallball court would cost £ [REDACTED].

Proposed by Councillor Montgomery  
Seconded by Alderman Smyth and agreed

**that a business case for a multi-use court be brought back to Committee for consideration including demonstration of need. Officers were also requested to consider provision for Pickleball.**

*ACTION BY: Anna Boyle, Sports & Physical Activity Programmes Manager and Deaglan O'Hagan, Commercial & Programming Manager*

### **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 patience and attendance, and the meeting concluded at 7.25 pm.

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**MAYOR**

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