



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD
AT ANTRIM CIVIC CENTRE ON MONDAY 05 SEPTEMBER 2022 AT 6.30 PM**

In the Chair : Councillor N Kelly

**Members Present :
(In Person)** Aldermen - F Agnew, T Burns, L Clarke, M Girvan,
J McGrath and J Smyth
Councillors – J Archibald-Brown, J Gilmour, J Montgomery,
and N Ramsay

**Members Present:
(Remote)** Cllrs Bennington and Logue

**Non Committee
Members:
(In person)** Cllr Webb

**Non Committee
Members:
(Remote)** Cllrs McAuley and McWilliam

Officers Present : Director of Operations - G Girvan
Director of Parks and Leisure Operations - M McDowell
Director of Waste Operations – M Laverty
Deputy Director of Operations (Environmental Health,
Building Control and Property) - C Todd
Deputy Director of Performance and Governance (Interim) –
L Johnston
Head of Parks – P Mawhinney
Head of Property Services – S Hipkins
ICT Systems Support Officer – C Bell
ICT Helpdesk Officer – D Mason
Member Services Officer – J Moreland
Mayor and Member Services Officer – S Fisher

CHAIRPERSON'S REMARKS

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

Although the COVID restrictions had been relaxed, to manage numbers and minimise risk, members of the public and press continue to access those parts of the Council meetings which they are entitled to attend through the livestream on the Council's website.

The Chairman welcomed the newly appointed Director of Parks and Leisure Operations and Director of Waste Operations to the meeting and introduced the new Head of Parks Operations to the meeting.

1 APOLOGIES

Councillors Foster and Swann

2 DECLARATIONS OF INTEREST

None

3 ITEMS FOR DECISION

3.1 EH/EHS/FC/011 CONSULTATION ON THE FOOD STANDARDS AGENCY'S FOOD HYGIENE RATING (ONLINE DISPLAY) REGULATIONS (NI) 2023

The Food Standards Agency (FSA) was currently consulting on the Food Hygiene Rating (Online Display) Regulations (NI) 2023. These Regulations related to the need to close a gap in relation to the requirements for businesses to display food hygiene rating stickers.

Members were reminded that the Food Hygiene Rating Scheme, established by the Food Hygiene Rating Act (Northern Ireland) 2016, was a mandatory scheme for businesses serving food whereby a food hygiene rating was given to the premises reflecting the standards of food hygiene found on the date of inspection by Environmental Health Officers. The premises were required to display the Food Hygiene Rating sticker. However, while Secondary legislation had been implemented to require the display at physical establishments, there was currently no requirement for this to be displayed online; this required a separate piece of legislation and this was the focus of the consultation.

The FSA was therefore seeking views and comments from councils on the draft Food Hygiene Rating (Online Display) Regulations (Northern Ireland) 2023 and the potential impact on food businesses and councils. The consultation document could be found at the following link:

<https://www.food.gov.uk/news-alerts/consultations/the-food-hygiene-rating-online-display-regulations-northern-ireland-2023>

Assessment of the impact of the proposed regulations was also provided at Annex B, of the consultation package. This sets out the expected impacts of the proposed regulations and the associated costs and benefits for different stakeholders. The FSA was seeking feedback on this assessment and any

further evidence on the impacts (costs and benefits) that they should take account of.

Food was sold online in many different ways and across different platforms. Currently this meant that the size and format of a rating display is inconsistent and in many cases business do not display their rating online as they were not required to do so. This consultation sought views on the introduction of a mandatory requirement to display the Food Hygiene Rating Score online.

Environmental Health Northern Ireland (EHNI), through its Food Managers Subgroup, had produced a draft response to the consultation on behalf of all Councils in Northern Ireland which was circulated. The Council had officer representation on both groups and had contributed to the consultation response.

The response to the consultation largely agreed with the assessment that there was expected to be potentially minimal impacts and costs on both food businesses and councils. if implemented.

The date of submission for consultation responses is 9 September 2022 and it was proposed that if agreed, a submission was made pending approval by Council at its September meeting.

Proposed by Councillor Montgomery
Seconded by Councillor Logue and agreed that

the draft response to the consultation on the Food Hygiene Rating (Online Display) Regulations 2023 be approved for submission.

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

3.2 EH/EHS/LR/011 SCHEME OF DELEGATION

Members were advised that further to a review of the Scheme of Delegation, it had been necessary to add legislation in order to streamline the processes for dealing with complaints and these were highlighted in yellow in the revised schedules, circulated. Similarly, any pieces of legislation that had been repealed or were no longer required were being removed -and these were also highlighted.

Proposed by Alderman Girvan
Seconded by Councillor Montgomery and agreed that

the Schedule of Delegated Functions for the Director of Operations, Deputy Director of Operations (Environmental Health, Property and Building Services), and the Head of Environmental Health and Wellbeing are adopted.

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

3.3 L/LEI/AP/008 ALLEN PARK - GOLF BUGGIES

Members were advised that following a query from a Member regarding the potential to provide golf buggies at Allen Park at a previous Operations Committee, and subsequent feedback from a customer, Officers had purchased two electric motorised golf buggies for public use on the golf course. This would facilitate access to the course more readily for those with mobility/disability issues.

Following benchmarking on price, it was proposed that a rate for 9-hole and 18-hole was applied at £10 and £20 respectively. Usage of these buggies would be monitored over the coming year.

In response to a question from a Member, the Director of Parks and Leisure Operations advised that pricing for the buggies had been benchmarked and was at the lower end of the comparisons and confirmed that the 9-hole tariff had been reintroduced which was helpful for older customers and those with mobility issues.

Proposed by Councillor Montgomery
Seconded by Alderman Clarke and agreed that

the Leisure Pricing Schedule is amended to include hire of golf buggies at Allen Park at £10 for 9-holes and £20 for 18-holes.

ACTION BY: Conor McCallion, Leisure Development Manager

3.4 L/LEI/002 LEISURE GRANT AID PROGRAMME

Members were advised that during the second call for the Leisure Grant Aid Programme (June - July 2022), a total of 32 applications were submitted. All 32 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	Approved to date 2022/23			Applications this call (1/06/2022-31/07/22)		Funding Balance remaining (subject to approval of applications listed)
	No. of apps	Budget	Approved spend to date 21/22	No. of apps	Grants proposed (£)	
Capital Grants	0	£40,000	£0	1	£20,000	£20,000
Grants to Clubs	2	£50,000	£1,100	3	£5,250	£43,650
Grants to Athletes	17	£30,000	£10,550	15	£11,526	£7,924
Grants to Coaches and Officials	5	£5,000	£237	6	£1,060	£3,703

Sports Event Grant	1	£40,000	£4,351	5	£25,846	£9,803
Defibrillator Grant	1	£5,000	£0	0	£0	£5,000
Allocation total	26	£170,000	£16,238	30	£63,682	£90,080
Fitness Suite Gold Card	2	20 Applications	2 eligible	2	2 eligible	16 applications
Total spend to date including this call, if approved: £79,920						

In response to a question from a Member, the Director of Parks and Leisure Operations confirmed that he would clarify the applicant details relating to the Capital Grant application and revert to the Member.

Proposed by Councillor Logue
Seconded by Alderman McGrath and agreed that

the grant awards set out in the enclosure be approved.

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

3.5 PK/GEN/035/VOL4 PARKS AND OPEN SPACES SUB GROUP

At the most recent Parks and Open Spaces Sub-Group meeting on 20 June 2022, Members considered a detailed report. Arising from the meeting a series of recommendations were made for consideration by the Operations Committee and the minutes of the meeting were circulated.

In response to a question from a Member, the Director of Parks and Leisure Operations confirmed the report related to roundabouts would be tabled at the next Parks and Open Spaces Sub-Group meeting.

Proposed by Alderman Clarke
Seconded by Alderman Smyth and agreed that

the minutes of the Parks and Open Spaces Sub-Group meeting held on 20 June 2022 be approved.

ACTION BY: Paul Mawhinney, Head of Parks Operations

3.6 WM/WM/37/VOL 2 POTENTIAL SITE VISIT

Members were reminded that Council had applied for funding through the Department of Agriculture, Environment and Rural Affairs (DAERA) to harmonise the recycling collections across the Borough and enable glass collection in legacy Antrim. The funding, if secured, would assist with the purchase of new collection vehicles, and following a procurement exercise, approval was already in place for Romoquip as the preferred supplier.

Romoquip is one of the leading manufacturers of kerbside recycling collection vehicles and their vehicles were currently in operation in the Newtownabbey end of the Borough. Romoquip had made a number of advancements with the latest models of collection vehicles, including electric powered versions. It was possible visit the Romaquip plant in County Offaly,

to see at first-hand how the vehicles were produced and assess the improvements which had been made to the design.

The visit could include a tour of the factory production area and presentation. This would give an opportunity for Officers and Members to see the type of electric vehicles that could be used to carry out the harmonised wheelie box collection in the Borough. This would be in keeping with the Fleet Strategy and Council's aim of reducing its carbon footprint. Should there be any interest, arrangements could be made to visit the manufacturing facility.

In response to questions from Members, the Director of Waste Operations advised that the application for grant funding was made in relation to Council's decision to harmonise waste collections across the Borough through provision of the wheelie box system and 180 litre bin in the Antrim area (including glass collection). He went on to highlight how the application for funding for procurement of collection vehicles would provide best value for Council, as any contractor tendering would incorporate the cost of acquisition of new vehicles into the tender price. Should the application be successful, therefore, the cost of the collection vehicles would be part funded and provided to the successful tender, thereby reducing the revenue cost charged to Council by the successful contractor.

Proposed by Councillor Ramsay

Seconded by Councillor Bennington and agreed that

a further report regarding options to review the equipment/premises be brought to the October meeting.

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

3.7 PBS/BC/003 VOL 2 STREET NAMING - JUNCTION OF SHORE ROAD/RATHCOOLE DRIVE, NEWTOWNABBEY

A development naming application had been received from Una Sweeney on behalf of Apex Housing regarding the naming of a new development at the junction of Shore Road and Rathcoole Drive on the site of the former Hopefield School. The development was for 111 units, a mix of detached, semi-detached, town houses and apartments. The developer's proposed names and rationale had been submitted as outlined below, with the developer's application, location map and site plan circulated

1. Hopefield Avenue – Hopefield was the name of the original site on which the school was situated.
2. Cairn Hill – The site was located in the parish of Carnmoney and Carnmoney is "Cairn of the Hill".
3. Oakleaves or Oakleaf Avenue – Natural Habitat, a lot of oak trees were located on the site.

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

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 Councillor Bennington
Seconded by Alderman Girvan and agreed that

the name Hopefield Avenue for the above development be approved and authority be delegated to Officers to add suffixes to rationalise postal numbering.

ACTION BY: William Richmond, Principal Building Control Surveyor

3.8 PBS/BC/003 VOL 2 STREET NAMING – BELFAST ROAD, ANTRIM

At the Council meeting on 27th June 2022 the development names provided by HERE Architects, circulated, on behalf of Wilson and Mawhinney for the development were rejected. Further names were requested from the architects for consideration.

Subsequently the following names were received by HERE Architects on behalf of Wilson and Mawhinney developers:

1. Reford Grove – Reford was a historic family name associated with surrounding land.
2. Six Mile Grove – The site was historically located along the six mile water prior to the railway line.
3. Muckamore Grove – The site was located within the townland of Muckamore.

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 Smyth
Seconded by Councillor Montgomery and agreed that

the name Reford Grove for the above development be approved.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

3.9 PBS/BC/003 VOL 2 STREET NAMING – OAKFIELD PARK, JORDANSTOWN

The development name 'Oakfield Park' was approved, for a development at Jordanstown, at the Council on 21st March 2016. Planning approval had been granted to Silverwood Properties Ltd. for a further 80 dwellings.

Permission was requested to use the same development name with additional suffixes (such as Oakfield Park Avenue, Oakfield Park Glen, Oakfield Park Way etc.) as determined by Building Control. A site plan was circulated showing the extent of the proposed development.

Proposed by Councillor Gilmour
Seconded by Alderman Girvan and agreed that

Council approves the request to retain the Oakfield Park name with the use of suffixes for the above development.

ACTION BY: Liam McFadden, Principal Building Control Surveyor

3.10 PBS/BC/002 BUILDING CONTROL UPDATE REPORT SEPTEMBER 2022

Members were reminded that the format of the previously circulated performance reports for Building Services had been subject to review by the Head of Property and Building Services.

Both the content and presentation of the performance reports for Committee had been reviewed in order to give Members a broader appreciation of details of performance within the Service, through a set of Key Performance Indicators.

The newly formatted report, circulated, provided an overview of Building Control applications received, plan assessment and inspection performance levels, Land and Property Services (LPS) partnership working and overall service income levels during the last three years. It was intended that the performance report was presented on a quarterly basis, to provide data throughout the course of the financial year.

In response to a question from a Member, the Deputy Director of Operations (Environmental Health, Building Control and Property), agreed to include an executive summary along with the quarterly report.

Proposed by Alderman Smyth
Seconded by Councillor Montgomery and agreed that

the proposed reporting format, to include an executive summary, and frequency of reporting be approved and the contents of the report be noted.

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

3.11 PBS/PS/001 ELECTRIC VEHICLE CHARGING PROVISION - ON STREET RESIDENTIAL CHARGING SCHEME

Following receipt of correspondence from the Department for Infrastructure relating to funding opportunities available for an On Street Residential Charging Scheme (ORCS) for electric vehicle charge points, 15 locations within the Borough were approved, circulated, for inclusion in a joint

application with other Northern Ireland Councils. Correspondence, circulated had been received confirming that the application had been successful. Further details were set out below.

Members were reminded that through the scheme, coordinated via the Department of Transport in England, 75% funding could be applied for by local authorities for the procurement and installation of on street residential charging facilities. The Department for Infrastructure (DfI) in Northern Ireland had indicated it would provide the remaining 25% funding shortfall. Each location was subject to initial review by the Department for Infrastructure and NIE Networks for suitability, however further detailed review of site suitability was anticipated to be required before locations were finally endorsed. In Great Britain, it was more straightforward as local authorities were responsible for highways.

It was now clear that management and responsibility for both the contractual and financial aspects of the scheme would be a requirement for the participating Councils on an ongoing basis.

Derry City and Strabane District Council had acted as the lead council for the consortium of Councils in their submission of the joint application for funding. They were proposing that a pre-tender exercise was now undertaken in preparation for appointing a third party operator to oversee the installation and management of all the charge points funded through the Scheme in Northern Ireland.

Members were asked to note that once installed, the scheme required that charges would be levied for use and that the operation of the charge points, including tariff setting and maintenance, would be undertaken by the third party contractor for the entire network of chargers.

The following was a summary of the latest position:

- A Letter of Offer was received from OZEV on 11th July for a total of £1,348,370 to fund all 124 charge points detailed in the consortium's ORCS application. This funding would be subject to meeting the timeframe for full operational delivery by June 2023.
- The Department for Infrastructure had formally confirmed that they were in a position to further increase their match funding commitment from £350,000 to £500,000 through the Blue/Green Infrastructure Fund to cover the increased estimated costs of the project and to enable the funding of all 124 charge points.
- Whilst the business model for delivery of the project had yet to be determined, the consortium's conversations with Councils in Great Britain suggested that 4 business models were available for consideration:

- 1) Councils own and operate the charge points.

Councils would be responsible for supplying, installing & maintaining the charge points. However, it was not clear if this would work in Northern Ireland with DfI responsibility for public roads.

2) Concession models

- i. Share of Revenue: This model left it up to the Charge Point Operator to determine the revenue.
- ii. Share of Profit: Unlikely that a profit would be realised within the first 8 years.
- iii. Add price per kWh on top of Charge Point Operators electricity price: Councils would get a fixed price income per kWh (e.g. 3 to 6 pence return on each kWh of use).

3) Landlord model

Council leased its land to the Charge Point Operator who then paid rent for each charging bay.

4) Full Charge Point Operator control

Councils took nothing of revenue or profit for the contract term

Clarity was not yet available in relation to responsibility for other issues such as:

- Maintenance and repair
- Insurance
- Upgrade (hardware and software)

There was similarly no clear position yet on the interface with DfI or NI Network responsibilities nor the extent of full costs in relation to this project.

In Chaire the Northern Ireland Electric Vehicle consortium, Derry City and Strabane District Council wished to commence pre-tender engagement with Charge Point Operators and were recommending a minimum contract period of 8 years. Typically, longer contract periods existed between Charge Point Operators and Councils in Great Britain (10 to 15+ years).

At this stage, there were a number of unknowns in relation to the scheme including details of contractual responsibilities and financial commitment. However, due to the potential benefits of the additional charge points, Officers were of the view that Council should remain involved, up to the point where there was a requirement to enter into a binding agreement on the contract.

Once clarification was received following the pre-tender engagement, Committee would be updated.

Proposed by Alderman Clarke

Seconded by Alderman Girvan and agreed that

participation in the consortium's pre-tender engagement with Charge Point Operators be approved, with further updates to be brought to Committee for consideration.

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

3.12 WM/WM/37/VOL2 HARMONISATION OF WASTE COLLECTION SERVICES

As Members were aware, following approval for the harmonisation of the kerbside collection of all recyclable and residual domestic waste in October 2019, Officers submitted an application for funding in the amount of £4.06M to the Department of Agriculture, Environment and Rural Affairs (DAERA).

Council received notification in September 2020 that the application had been successful under the Household Waste Recycling Collaborative Change Programme and a Letter of Offer for up to a maximum of 50% of the requested funds would be expected to be issued by the end of summer 2021 following a review of the funding programme. The review of the Programme was still ongoing and had been linked to another DAERA work stream developing Common Household Collection Guidance for domestic waste.

It was proposed to write to the DAERA Minister to seek an update on the review and the likely timetable for funding being released.

Proposed by Councillor Bennington
Seconded by Alderman Smyth and agreed that

approval is given to request an update on Council's funding application to Household Waste Recycling Collaborative Change Programme from the Minister for Agriculture, Environment and Rural Affairs.

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

4 ITEMS FOR INFORMATION

4.1 EH/EHS/003 FOOD STANDARDS AGENCY ASSESSMENT OF COUNCIL'S IMPLEMENTATION OF THE COVID 19 RECOVERY PLAN

Members were reminded that the Food Standards Agency (FSA) was authorised to carry out audits or any other type of assessment of Councils under the Food Standards Act 1999 and the Official Feed and Food Controls (Northern Ireland) Regulations 2009.

In June 2021, Councils were provided with details of the FSA's COVID 19 Recovery Plan. This Plan and associated guidance set out the expected standards of delivery for Food Hygiene and Food Standards services and advice by Councils for the period from 1 July 2021 to March 2023.

In June 2022, Council was one of two local authorities chosen to be assessed to establish progress with the Recovery Plan. The scope of the assessment was

for the period June 2020 to June 2022 and its remit was to provide assurance to the FSA that Council implemented the guidance in the Recovery Plan and delivered official controls in accordance with relevant legislation and statutory guidance, including the Food Law Code of Practice (FLCoP).

The assessment included reviewing the inspection of food establishments, complaints from the public, investigation of food safety offences and food incidents in accordance with relevant legislation and codes of practice. The FSA was particularly focused on how the Council had maintained the effective delivery of the Official Controls during the COVID 19 pandemic.

Auditors examined the Council's Food Safety policies and procedures, computer database records, officer training programmes, establishment records and associated files.

The audit report circulated concluded that the Council:

- Was delivering the FSA Recovery Plan in accordance with the guidance and notes
- Had been able to move at a faster speed in all areas of the Recovery Plan – than the targets/timeframes outlined in the Plan
- Was able to demonstrate strong leadership throughout the Recovery Plan period
- Provided extensive information during the assessment on how it was able to translate the Recovery Plan into practicable solutions in terms of planning the service activities for food officers.

The Auditors had no recommendations to make on further improvements.

Councillor Gilmour commended the Environmental Health team on such a strong performance during a particularly challenging time.

Proposed by Councillor Gilmour

Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.2 EH/EHS/FC/009 DRINKING WATER QUALITY REPORT FOR NORTHERN IRELAND

Members were reminded that Northern Ireland Water produced an Annual Report, circulated, to demonstrate water quality for each Council in Northern Ireland based on the level of compliance.

For monitoring purposes, Northern Ireland Water's supply area was divided into Water Supply Zones, each of which supplied a maximum of 100,000 people. There were 7 Supply Zones in the Borough.

Water samples were taken randomly from customer taps in each Supply Zone and planned samples at Supply Points.

In summary, the findings for the Borough were:

- Compliance rate at the customer tap was 99.9% in 2021;
- Most Supply Zones complied with the physical, chemical and microbiological standards laid out in the Water Supply (Water Quality) Regulations (Northern Ireland 2017). A minor bacteriological exceedance was found at Dunore Point which was subsequently investigated with no cause determined.

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

Proposed by Councillor Gilmour

Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.3 WM/WM/46 WASTE MANAGEMENT STRATEGY FOR NORTHERN IRELAND UPDATE

In June 2022, the Department for Agriculture, Environment and Rural Affairs (DAERA) published a Closure Report for the Northern Ireland Waste Management Strategy 2013. The report stated that the vast majority (82%) of the actions and targets set out in the Strategy had been achieved or significant improvements had occurred over the lifetime of the Strategy. Development of a new waste strategy would begin this year.

Council had received correspondence from Minister Poots, which included a Summary Development Plan, circulated for the new Waste Management Strategy. The Plan indicated that pre-consultation with stakeholders, including Councils, would occur immediately with formal consultation on a draft Strategy scheduled to take place in spring 2023 with the final Strategy due to be published in December 2023.

Proposed by Councillor Gilmour

Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.4 EH/PHWB/012 AGE FRIENDLY – POSITIVE AGEING MONTH

Positive Ageing Month is held in October each year. The month of activities gives older people the opportunity to sample activities, taster sessions and access informative talks that would help develop knowledge, promote a

more active lifestyle, address the cost of living crisis and celebrate the contribution older people make in our communities.

To launch Positive Ageing Month, a flagship event would be held in the Theatre at the Mill on Monday 3rd October 2022 from 10am to 2pm. Invitations were being issued to a range of groups including the Antrim and Newtownabbey Seniors Forum and as well as being promoted through press, social media and contacts. Those attending would have the opportunity to hear about Antrim and Newtownabbey Seniors Forum and attend breakout sessions on topics such as falls prevention, foot health, cost of living advice and practical measures, and tips on budgeting.

Statutory, community and voluntary organisations would also be in attendance and information stands would be available in the foyer of the theatre where attendees could learn more about the range of organisations that could provide help and assistance within the Borough. The event would close with a light lunch alongside some entertainment.

A booklet would be produced highlighting activities in the Borough with a focus on activities available within each DEA which older people could attend. The booklet would also give opportunity to highlight leisure centres, activities, programmes and parks and open spaces.

A Social Media campaign would also run throughout October based on the Take 5 Steps to Wellbeing initiative, with a weekly post highlighting ideas of how older people could remain active and stay connected. In addition, the website, press release and promotions through Groups would ensure the widest possible reach.

Proposed by Councillor Gilmour

Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.5 PK/BIO/016 INVASIVE ALIEN SPECIES ORDER – GREY SQUIRREL

Correspondence had been received from the Northern Ireland Environment Agency (NIEA), circulated, reminding Council of its legal obligation under The Invasive Alien Species (Enforcement and Permitting) Order (NI) 2019, to have management measures in place to reduce as far as possible, grey squirrel numbers from council-owned and managed lands and to prevent their spread. NIEA had designated the invasive non-native grey squirrel as a Widely Spread Species, with the aim of reducing its distribution through Northern Ireland by 50% by 2030. This was due to the considerable economic and environmental damage caused by grey squirrels – i.e. damage to trees and their role in the decline of the native red squirrel.

NIEA required more widespread, proactive control of grey squirrels, and in conjunction with the NI Squirrel Forum had published a standard operating

procedure advising the public how to control them both humanely and legally as well as requesting Councils to raise more awareness of the grey squirrel issue.

To indicate Council's commitment to its obligation on this matter, Officers intended to carry out an awareness campaign later this year, asking the public to report in any sighting of both red and grey squirrels within the Borough. This would help identify the location of grey populations. Alongside this, a specialist consultant would be appointed to undertake an audit of all Council properties, to include recommendations for a grey squirrel control programme.

Proposed by Councillor Gilmour
Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.6 PK/GEN/186 COMMONWEALTH WAR GRAVES COMMISSION – DONATION OF TREES FOR QUEEN'S GREEN CANOPY

Members were aware of Council's participation in the Queen's Green Canopy Project which resulted in over 900 trees being planted in the Borough.

Correspondence had recently been received from the Commonwealth Graves War Commission detailing their participation in the project and offering a donation of native trees to be planted in Council's cemeteries that had war graves – at Carnmoney, Ballyclare, and Belmont cemeteries.

It was planned to plant the trees during the scheduled tree planting during the planting season.

Proposed by Councillor Gilmour
Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.7 PK/GEN/057 GREEN FLAG 2022 AWARDS

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

In 2022, a total of 19 parks and open spaces which were directly managed by Council were nominated for Green Flag Awards, an increase of 1 on the previous year. From the 19 nominations, 18 were successful with Whiteabbey Glen, which was a new nomination for 2022, required additional measures to be implemented in order for it to be able to achieve success. The detailed feedback provided by the judges would ensure improvement for the site at next year's awards.

In addition to the sites directly managed by Council, a further 4 nominations were made for sites managed by community groups. All 22 sites that were successful in achieving The Green Flag Award were detailed as follows:

Park / Open Space	Green Flag Awarded by Type
Antrim Castle Gardens	Heritage
Antrim / Belmont Cemetery	Council - Parks
Ballynure Old Graveyard	Council - Parks
Ballyeaston Church Ruin	Community
Jordanstown LSP, Hazelbank Park & 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 Lough Shore Park & Gateway	Council - Parks
Crumlin Glen	Council - Parks
Threemilewater Park	Council - Parks

Apart from Belfast, the largest number of green flags awarded was to the Borough.

Proposed by Councillor Gilmour
 Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

4.8 PBS/PS/001 PROPERTY SERVICES - PERFORMANCE

The performance of the Property Services section was being currently reviewed by the Head of Property and Building Services to enable progress to be tracked and measured and ensure the successful performance of

property assets. Key performance criteria were being developed for the service and would largely relate to the cost, space and condition/use of the estate, but wider factors associated with energy efficiency and environmental effectiveness would also be included. This quantitative information could be used to improve the efficiency of the property asset base and to benchmark with others, the aim was to improve the performance of the property portfolio.

The development of this information would be critical the Council's climate change commitment, given the importance that the built estate had in the compilation of the Council's emissions data.

There were no set performance criteria for Councils in Northern Ireland in relation to property asset management. However, a recent publication by the Northern Ireland Audit Office, promoted a range of performance criteria that offered a framework for future use. Property Services intended to develop performance criteria that were reflective of those suggested by the Northern Ireland Audit Office and were best suited to our organisational need.

At present, Property Services workloads could be subdivided into the following categories:

- Reactive maintenance
- Planned preventative maintenance
- Minor works Projects
- Major works e.g. CCTV programme roll-out
- Contract management of supplies, services and construction works
- Energy monitoring and auditing
- Decarbonisation of the Council estate

Key performance criteria would be developed for each of these work streams to ensure that resources were used effectively.

Proposed by Councillor Gilmour

Seconded by Councillor Archibald-Brown and agreed that

the report be noted.

NO ACTION

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

6. ANY OTHER RELEVANT BUSINESS

In response to a question from a Member, the Deputy Director of Operations (Environmental Health, Building Control and Property Services) confirmed that social media would be used to highlight the activities during Positive Ageing Month (item 4.4) to individuals as well as through local groups.

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

In response to a question from a Member, the Director of Parks and Leisure Operations undertook to consider options to extend car parking at Antrim Forum in view of the significant investment in the gym and expected increase in customers.

ACTION BY: Matt McDowell, Director of Parks and Leisure Operations

A Member asked that thanks be passed to the Waste Management staff for excellent work in keeping Antrim tidy during the 12th of July celebrations.

ACTION BY: Michael Laverty, Director of Waste Operations

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Montgomery
Seconded by Alderman Girvan 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/arc21/4/VOL9 arc21 JOINT COMMITTEE PAPERS

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

- 30 June 2022
- 25 August 2022

Members were reminded that these documents were 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 Girvan
Seconded by Alderman Smyth and agreed that

the papers be noted.

ACTION BY: Michael Laverty, Director of Waste Operations

5.2 IN CONFIDENCE CCS/CEA/013, PK/GEN/197 CEMETERY BURIAL CAPACITY UPDATE

The burial capacity as at 31 July 2022 across all cemeteries was set out in the table below:

Cemetery	No. of plots remaining	Current Average no. of plots sold PER YEAR (based on 3yr average)	Estimated remaining burial capacity (years)
Carnmoney	0	156	0
Ballyclare	722	67	10.8
Rashee	396	9	44.0
Sixmile	2221	60	37.0
Crumlin	447	10	44.7
TOTAL	3,786	302	12.5

The estimated burial capacity for the Borough was currently just under 13 years.

Garden of Remembrance Plots/ Columbarium (for burial of ashes only)	No. of plots remaining	Average no. of plots sold (based on 3 year average)	Estimated remaining burial capacity (years)
Ballyclare	128	5	25
Mallusk	15	1	15
Carnmoney - GoR	54	40	1
Carnmoney - New Columbarium/Family caskets	39 plots/124 urns	N/A	Unknown

Members were reminded that both a Garden of Remembrance and a Columbarium would form part of the Crematorium scheme and a proposal to develop a Garden of Remembrance in Sixmile/Belmont Cemetery, Antrim was currently being finalised for consideration.

Officers remained in correspondence with colleagues in Mid and East Antrim Borough Council, Belfast City Council and Lisburn and Castlereagh City Council as these authorities were also seeking potential sites for cemetery provision and therefore the potential to work in partnership was being explored. Members would be kept updated on any progress.

Proposed by Alderman Smyth
Seconded by Alderman Clarke and agreed that

the report be noted.

NO ACTION

5.3 IN CONFIDENCE PK/PG/005 PLAY PARKS

Members were reminded that in 2015, an audit was carried out of Play Park provision in the Borough to assist with convergence following Review of Public Administration. The report produced, as a result of the audit, provided a register of play parks, approximate size, date constructed, assessment of condition, age range of children catered for, the number of pieces of equipment, condition of surfaces and estimated cost of any remedial works identified. As a result of the report having been considered by Members, a priority list of play parks to be refurbished was agreed and a number of gaps identified.

In the meantime, there had been significant investment in play parks at Rathcoole – the Sir James Craig Play Park had been replaced, Lilian Bland had been extended and new equipment installed and a new play park had been opened at Antrim Lough Shore Park. In addition, a review of play parks to assess range and number of pieces of inclusive equipment was completed following which investment of £435,000 was approved and implemented to ensure improved access and provision of adequate and appropriate equipment. A number of areas had also been identified as in need of play park provision including Mallusk, Parkgate and Hightown and these were listed on the capital programme which Members consider each year at the Corporate Workshop. To date some progress had been made with the Mallusk site and the Economic Appraisal had been approved and concept plans recently drawn up – both to be sent to senior Officers in Belfast City Council.

In order to fully assess the current condition of the play parks and establish the future investment required, it was proposed that an updated audit was commissioned. It was estimated that this work could cost £ [REDACTED]

In response to questions from Members, the Director of Parks and Leisure Operations confirmed that as part of the audit specification, security measures would be included. The Director of Operations advised that she would review the programme for replacing CCTV cameras.

Proposed by Councillor Logue
Seconded by Councillor Gilmour and agreed that

approval is granted to commission an audit of the Council's Play Park facilities as outlined above.

ACTION BY: Matt McDowell, Director of Parks and Leisure Operations

5.4 IN CONFIDENCE PK/GEN/117 PLAY PARK – CITY OF BELFAST PLAYING FIELDS, MALLUSK

Members were reminded that the Business Case for the development of a play park at the City of Belfast Playing Fields, Mallusk was approved in February 2022. In order to progress with the project, approval by Belfast City Council (BCC) for the proposed location of the play park was required. BCC had requested design concepts and a Business Case to be submitted prior to final agreement to progress the scheme.

Design concepts had now been completed, circulated, and Officers propose to forward these and the approved Business Case to BCC for relevant approvals.

In response to a question from a Member, the Director of Parks and Leisure Operations advised that the height of the fence could be considered.

Proposed by Councillor Logue
Seconded by Alderman Smyth and agreed that

the Business Case and design concepts for the proposed Mallusk Play Park are submitted to Belfast City Council to progress the land transfer to Council.

ACTION BY: Matt McDowell, Director of Parks and Leisure Operations

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Montgomery
Seconded by Councillor Logue 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 7:25 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.