



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD
IN ANTRIM CIVIC CENTRE ON MONDAY 2 DECEMBER 2019 AT 6.30 PM**

- In the Chair** : Alderman J McGrath
- Members Present** : Alderman T Burns
Councillors – J Archibald, A Bennington, M Cooper,
R Foster, N Kelly, R Kinnear, A Logue, J Montgomery,
N McClelland, S Ross and R Swann
- Non Committee Members** : Alderman L Clarke
Councillors – V McWilliam and B Webb
- Officers Present** : Director of Operations - G Girvan
Head of Leisure – M McDowell
Head of Waste Management – M Lavery
Head of Environmental Health – C Todd
Head of Parks – I McMullan
ICT Officer – J Higginson
Head of Finance – J Balmer
Management Accountant – R Murray
Media and Marketing Officer – J Heasley
Mayor and Member Services Officer - S Fisher

CHAIRPERSON'S REMARKS

The Chairperson welcomed everyone to the December Operations Committee meeting and reminded all present of recording requirements. He also extended sincere condolences to Councillor Montgomery on his recent loss and welcomed the Finance Team to the meeting.

1 APOLOGIES

Alderman Girvan
Councillor Gilmour

2 DECLARATIONS OF INTEREST

None

3. PRESENTATION

3.1 FI/FIN/11 DRAFT RATES ESTIMATES UPDATE 2020/21

An update on the 2020/21 Estimates for the Operations Department was presented at the meeting.

In response to requests from Members, the Director confirmed that the tabled spreadsheet would be made available to Members electronically. She also undertook to provide golf related income and costs for Allen Park and Ballyearl for Councillor Kelly and Councillor Archibald and, arrange for Councillor Bennington to access further detail for the Operations Department estimates.

ACTION BY: John Balmer, Head of Finance/Matt McDowell, Head of Leisure.

4 ITEMS FOR DECISION

4.1 L/GEN/5 BOOKING PROCEDURE – LEISURE CENTRES

Officers are continually assessing feedback from leisure customers and one area which has recently been reviewed is bookings for exercise classes.

Members were reminded that as part of the More Membership, a whole range of classes and activities are included in the cost of the membership. In some cases, bookings were made and the customers cannot or do not turn up.

In less popular classes this has no impact, however in the popular classes it means that people cannot get booked and are on the waiting list, but the class goes ahead with spaces available thus disappointing some customers.

As a result of feedback from some customers, a trial change to the procedure was piloted, further feedback received and the procedure changed as follows:

Previous Booking Procedure	New Booking Procedure
Booking online opens 12am (midnight), 7 days in advance of class	Booking online opens 6.15am, 4 days in advance of class
Booking via telephone/reception, 7 days in advance from when centre opens	Booking via telephone/reception, 4 days in advance from when centre opens
Manual waiting list	Automated waiting list notifying user of gaining space in class
No penalty for "no-shows" or late cancellations	Introduction of 3 strike rule. Failure to cancel class within 3 hours of it

	commencing results in a strike. 3 strikes remove member booking privilege for a 28 day period
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A Section 75 screening form was circulated and an EQIA was not required.

Proposed by Councillor Montgomery
Seconded by Councillor Logue and agreed

that the report be noted and the Equality Screening form approved.

ACTION BY: Matt McDowell, Head of Leisure

4.2 PK/GEN/057 GREEN FLAG AWARDS

There are currently 19 sites across the Borough which have been recognised for high standards of maintenance, management and community commitment through the internationally recognised Green Flag Scheme.

To achieve Green Flag status there must be a site management plan in place and compliance to a range of criteria including; horticulture standards, cleanliness, environmental management, biodiversity, community involvement and safety standards. The awards are judged annually by a panel of experts, who volunteer their time to assess the management plans and the applicant sites through a rigorous judging process.

Since the Awards programme's inception in Northern Ireland in 2008, participation has grown and a record 76 Green Flag awards were presented in 2019, by Keep Northern Ireland Beautiful which manages the scheme.

An additional site 'Antrim Loughshore and Gateway' will be submitted in the incoming year with, Crumlin Glen being prepared for inclusion in 2021. The existing sites which have retained the Green Flag Awards are listed below. All sites will be submitted again together with Antrim Loughshore and Gateway.

Details of awards below:

	Park / Open Space	Green Flag Awarded by Type	Price for submission in 2020
1	Antrim / Belmont Cemetery	Council - Parks	£550
2	Ballynure Old GraveYard	Council - Parks	£550
3	Jordanstown LSP, Hazelbank Pk & Gideon's Green	Council - Parks	£550
4	Kilbride Cemetery	Council - Parks	£550
5	Lilian Bland Park	Council - Park	£550
6	Mallusk Cemetery	Council - Parks	£550
7	Mill Race Trail	Council - Parks	£550
8	Newtownabbey Way	Council – Parks	£550
9	Randalstown Viaduct and Riverside Walk	Council - Parks	£550
10	Rashee Cemetery	Council – Parks	£550

11	Six Mile Water Park	Council – Parks	£550
12	Valley Park (V36 and Glas-na-Braden Glen)	Council – Parks	£550
13	Wallace Park	Council - Parks	£550
14	Antrim Castle Gardens	Heritage	£670
15	Sentry Hill Historic House	Heritage	£670
	New		
16	Antrim Loughshore & Gateway	Council – Parks	£550
	Community		
17	Ballyeaston Church Ruin	Community	FREE
18	Rathfern Activity Centre	Community	FREE
19	Sentry Hill Community Garden	Community	FREE
20	Toome Linear Park	Community	FREE

Proposed by Councillor Kelly
Seconded by Councillor Bennington and agreed

that 20 sites be submitted for Green Flag Awards in 2020/2021 as set out above at a cost of £9,040.

ACTION BY: Angela Ross, Parks Development Officer

4.3 WM/WM/33 REQUEST FOR LIVE HERE LOVE HERE SUPPORT 2020/2021

Keep Northern Ireland Beautiful (KNIB) has submitted a funding request for the Live Here Love Here (LHLH) Programme for 2020/2021. KNIB is the environmental charity with the stated aim of making Northern Ireland a cleaner and more pleasant place in which to live. The LHLH Programme focuses on improving the local environment and building a sense of pride in local communities.

Council has financially supported the Programme, in the amount of £21,000 per annum, for the last four years, with local groups benefiting from LHLH small grants scheme to improve their local communities to an approximate value of £10,500 per annum. Groups supported include:

- Ballyrobert Village Committee – environmental improvements within the village;
- Monkstown Village Initiatives/Monkstown Community Forum – further development of the community garden;
- Mayfeld Community Association– create a community sensory garden;
- Ballyearl Improvement Group – enhancing the appearance of the area and providing wildlife habitats;
- Straid Village and District Community Group – environmental improvements in the village by re-flowering verges;
- Burnside and District Community Group – enhancing the appearance of the area with environmental improvements;
- Templepatrick Action Community Association – promotion of horticultural events;
- Synergy at JVC –develop a community garden to develop suffers of dementia; and

- Tidy Randalstown – campaign to help pollinators in the local area.

LHLH also runs extensive advertising campaigns in the Borough and across Northern Ireland on issues like littering and dog fouling which raise public awareness and aid Council cleansing operations.

In order to maintain the LHLH programme in the Borough, KNIB has requested continued funding support from Council of £21,000 for 2020/2021, which can be met from the Waste Management budget.

In response to a request from a Member the Head of Parks confirmed that Groups need to apply for grant aid which is widely advertised and undertook to provide information on application process to the participants of the annual Town and Village workshop.

Proposed by Councillor Ross
Seconded by Councillor Bennington and agreed

that Council approves the request for £21,000 in financial support for the Keep Northern Ireland Beautiful Live Here Love Here Programme in 2020/2021.

ACTION BY: Lynsey Daly, Waste Strategy and Contract Manager/Ivor McMullan, Head of Parks

4.4 WM/WM/37 REFUSE & RECYCLING PUBLIC HOLIDAY COLLECTION ARRANGEMENTS 2020

Officers have been assessing refuse and recycling bin collection options for the Public Holidays in 2020 with the aim of ensuring that the service for residents meets their needs. Officers have aligned Public Holiday collection arrangements across the Borough, where possible and alternative collection days have been scheduled after the actual Public Holiday as much as possible. The collection services will be provided by a combination of Council resources and Avenue Recycling through the provision of the residual and organic waste collection contract.

The proposed alternative collection days are:

Public Holiday	Legacy Antrim Households	Legacy Newtownabbey Households
ALREADY APPROVED		
Christmas Day Holiday – Wednesday 25 December	27 December 2019 (Friday)	21 December 2019 (Saturday)
Boxing Day Holiday – Thursday 26 December	28 December 2019 (Saturday)	No Service with collections knocked on to the following day until the end of the week
New Year's Day – Wednesday 1 January	3 January 2020 (Friday)	No Service with collections knocked on to the following

		day until the end of the week
TO BE APPROVED		
St Patrick's Day – Tuesday 17 March	17 March 2020 (Tuesday)	17 March 2020 (Tuesday)
Good Friday – Friday 10 April	No Collection Required	10 April 2020 (Good Friday)
Easter Monday – Monday 13 April	17 April 2020 (Friday)	No Service with collections knocked on to the following day until the end of the week
Easter Tuesday – Tuesday 14 April	14 April 2020 (Tuesday)	15 April 2020 (Wednesday)
May Bank Holiday – Friday 8 May	No Collection Required	8 May 2020 (Friday)
Spring Bank Holiday (Late May) – Monday 25 May	25 May 2020 (Monday)	25 May 2020 (Monday)
12 July – Monday 13 July	17 July 2020 (Friday)	No Service with collections knocked on to the following day until the end of the week
13 July – Tuesday 14 July	14 July 2020 (Tuesday)	15 July 2020 (Wednesday)
Summer Bank Holiday (Late August) – Monday 31 August	31 August 2020 (Monday)	31 August 2020 (Monday)
Christmas Day Holiday – Friday 25 December	No Collection Required	No Service with collections knocked on to the following day until the end of the week 28 December 2020 (Monday)
Boxing Day Holiday – Monday 28 December	28 December 2020 (Monday)	29 December 2020 (Tuesday) with collections knocked on for the rest of the week
Thursday 31 December	Thursday 31 December 2020	2 January 2021 (Saturday)
New Year's Day – Friday 1 January	No Collection Required	4 January 2021 (Monday) with collections knocked on for the rest of the week
Friday 8 January	No Collection Required	9 January 2021 (Saturday)

* Legacy Antrim staff work a four day week – Monday – Thursday, with Avenue Recycling collecting bins Monday – Friday in legacy Newtownabbey,

although it is envisaged that some of the collections will be provided by an external contractor following the award of the bin collection contracts. Residents in the Borough will be advised of their collection arrangements through the usual means of Borough Life, bin stickers, social media, and on the Council website.

Proposed by Councillor McClelland
Seconded by Councillor Archibald and agreed

that the collection arrangements for refuse and recycling bin collections for Public Holidays in 2020 are approved.

ACTION BY: Michael Laverty, Head of Waste Management

4.5 WM/WM/40 CONSULTATION ON THE WASTE MANAGEMENT PLAN FOR NORTHERN IRELAND

Members were advised that as was reported last month, the Department of Agriculture, Environment, and Rural Affairs (DAERA) is consulting on a Waste Management Plan for Northern Ireland. A Plan is required under the European Union revised Waste Framework Directive, which has been transposed into UK legislation.

The proposed Waste Management Plan does not introduce any new policies or to change the landscape of how waste is managed in Northern Ireland. Its core aim is to bring current waste management policies under the umbrella of one national plan and meet the obligations of the European Union revised Waste Framework Directive.

The consultation on the plan seeks views on one single question, as set out below, and all 11 Councils have collaborated to develop the draft response (circulated).

Will the Waste Management Plan for Northern Ireland, including its constituent parts (detailed on page 5 of the Waste Management Plan for Northern Ireland), when combined with the location specific guidance in the waste planning policy - meet the requirements of Article 28 of the revised Waste Framework Directive and the additional requirements as detailed in Schedule 3 to the Waste and Contaminated Land (Northern Ireland) Order 1997 (see Appendix 1)? If not, what else is, in your view, needed?

The circulated response initially set out for contextual purposes that the new Waste Management Plan for Northern Ireland needs to demonstrate compliance with a range of EU and UK legislation. In essence, the response is summarised in the last paragraph which sets out Council's concern that there is no new vision or strategy for waste management in Northern Ireland. In addition, there is no timetable for the delivery of a new strategy and this affects Council's ability to develop their own Waste Management Plan.

Proposed by Councillor Bennington
Seconded by Councillor Montgomery and agreed

that the response to the Consultation on the Waste Management Plan for Northern Ireland is approved and submitted to the Department of Agriculture, Environment, and Rural Affairs.

ACTION BY: Michael Laverty, Head of Waste Management

4.6 PK/CP/013 TRANSFERRED CAR PARKS: CASHLESS PAYMENTS

Customers using Council's charged car parks have the option to pay by cash at Pay and Display machines or through an app available on mobile phones. The app was provided through Department for Infrastructure (DfI) which has recently procured a new app provider for this service, Just Park. DfI had procured this contract in a flexible way to allow councils to opt in or out. The contract is for a 3-year term with the option to review annually for a further 2 years.

The app allows customers to:

- i. pay from the comfort of their car
- ii. be able to pay without needing correct change and
- iii. to avail of the reminder service for time left on ticket purchased

The cost to the customer of using the app offered by Just Park is ■ cheaper per transaction. The percentage transaction payable by Council remains the same at 3%.

If all 11 councils have the same app provider, as is currently the case, it offers greatest convenience to people parking in charged car parks throughout Northern Ireland. Taking this into account and the fact that the new app will be cheaper for customers to use the other 10 councils have either agreed or are considering the adoption of the Just Park app.

Just Park would be introducing the new app through a promotional plan for customers in liaison with the Communications teams from each council with a view to the app being in place in February or March 2020.

Proposed by Councillor Montgomery
Seconded by Councillor McClelland and agreed

that Council avails of the Department for Infrastructure's contract to appoint Just Park on the terms set out above.

ACTION BY: Ivor McMullan, Head of Parks

5 ITEMS FOR INFORMATION

5.1 EH/GEN/009 CHARTERED INSTITUTE OF ENVIRONMENTAL HEALTH AWARDS - ENVIRONMENTAL HERO CATEGORY

Further to being shortlisted as a finalist in the Chartered Institute of Environmental Health (CIEH) Environmental Hero category, the Food Safety team had won this prestigious award.

The CIEH Excellence Awards is the premier international awards scheme for recognising and celebrating excellence and achievement in environmental health.

The winners were announced at the awards ceremony on Thursday 14 November at the Marriott Hotel, Regents Park, London attended by the Deputy Mayor Councillor Logue, Vice Chair of the Operations Committee, Councillor Cooper and Julie Neil, Principal Environmental Health Officer (Food Safety).

The Award recognised that,

"To increase the knowledge and understanding of the effective management of the 14 food allergens amongst food businesses, the team produced a short informative video as part of an allergen seminar, which was included as a training tool for businesses."

The following is a link showing the presentation at the ceremony:

https://twitter.com/the_cieh/status/1195014053372088321?s=11

The Judges commented that,

"The team's proactive approach to current issues and continued support of local businesses is exceptional. Through effective, hands-on sampling and visits to local businesses, it was apparent that there was a need for intervention."

The success of the Food Safety team is the Council's second consecutive win at the CIEH Awards. Last year the Health and Wellbeing team won the Outstanding Environmental Health Team award.

The Chairperson congratulated the staff involved and advised that having contacted the Mayor he had confirmed that he would host a small reception to recognise the food Team and the Waste Management Team, also award winners as per the report at Item 5.7.

Proposed by Alderman McGrath
Seconded by Councillor Kelly and agreed

that the report be noted.

NO ACTION

5.2 EH/EHS/FC/011 LAUNCH OF FOOD SAFETY NEWSLETTER – 'LETS TALK FOOD SAFETY'

The Food Team in Environmental Health had produced its first bi-annual newsletter for food businesses to be distributed electronically via email. The publication brings local businesses the latest information about Food Safety and Health and Safety issues.

The newsletters main aims are to:

- **Boost awareness:** in food handling practices, details of changes in legislation and advice on good food safety practices.
- **Educate businesses:** about training courses the Council offers, newly published guidance and signposting to relevant on line information and training.
- **Promote use of the Council website:** send out links to articles or announcements via the newsletter to get businesses to use the Council website as a resource for their business.
- **Highlight our services:** the newsletter will be a great way of highlighting the role of Environmental Health and how food businesses can avail of the services.

Feedback on the newsletter would be obtained from businesses in order that it may be used to influence the content of future editions of the newsletter (circulated).

Proposed by Councillor Bennington
Seconded by Councillor McClelland and agreed

that the report be noted.

NO ACTION

5.3 EH/PHWB/12 AGE FRIENDLY MONTH REPORT

Members were reminded that Council promoted Positive Ageing Month in October. The aim was to celebrate the contribution older people make to our local community and Borough, and to highlight services provided by Council for older people.

Positive Ageing Month Booklet

A booklet was produced during the month to highlight the range of Council age friendly events and activities taking place. Many of these activities / services are available and run throughout the year but some, for example, films being shown at Ballyearl and the Old Courthouse were provided specially for Positive Ageing Month. Booklets were available at Council premises, libraries and various retail premises throughout the Borough. The booklet was also shared with members of the Northern Ireland Age Friendly Network and was available at: -

www.antrimandnewtownabbey.gov.uk/positiveageing

Feedback about the booklet and the range of activities has been very positive.

“A lovely booklet that is really informative and details lots about what is going on”.

"The Fit and Active exercise classes not only help you keep fit and healthy they are great at helping make and keep social connections". Many attendees said the classes were a "lifeline", that they "really looked forward to them" and that they "wouldn't miss a class". Others said that they have made great friends at the classes and appreciated the tea and coffee supplied afterwards. They commented that this gave attendees a great chance to chat and arrange to meet up outside of the classes.

Social media posts

Throughout the month daily Age Friendly messages were posted on Council Facebook and Twitter accounts. The posts gave information on Council and partner services and advice and had 208,868 views. Examples of posts are as follows:

- How to apply for assisted bin lifts.
- Libraries NI Homecall service for those who have difficulty visiting the library.
- Information on Health Literacy focuses on the knowledge, skills, understanding and confidence to be able to use health and care information and services to make good health decisions.
- Photos of Council physical activity and art classes.

Dementia NI Real Lives Event

As part of the Positive Ageing celebrations, Council hosted a Dementia Northern Ireland (NI) Real Lives Event on Tuesday 22 October from 12pm – 2 pm in Mossley Mill.

The aim of the event was to challenge negative assumptions around dementia in the hope that people will be more accepting, tolerant of the symptoms, and helpful towards those living with the condition.

There were approximately 90 attendees at the event and speakers included:

- Members of Dementia NI which was first set up in Antrim in January 2015. Members spoke about setting up the organisation, their personal experiences of living with dementia, dementia inclusive communities and how to support people with the condition.
- Dr Frances Duffy, Consultant Lead Psychologist for Older People NHSCT. Dr Duffy gave the medical definition of dementia, described symptoms, discussed its prevalence and stressed the importance of understanding this condition to help support those living with it.

Delegates also had the opportunity to pose questions to the panel of speakers and a range of organisations provided information stands:

- Dementia NI
- Alzheimer's Society
- Council Health & Wellbeing
- Police and Community Safety Partnership

- Age NI
- Northern Ireland Fire and Rescue Service
- Community Advice NI
- Action on Hearing Loss
- TIDE (Support group for Carers of those living with Dementia)

Very positive comments were made about the event including:
 “Such an inspiring experience for us this afternoon at the Dementia NI 'Real Lives' event in Mossley Mill. So many wonderful stories of hope and encouragement shared by amazing people living with dementia. It was a genuine privilege to be there to hear them and also to learn about the fabulous work being done by Dementia NI across Northern Ireland”.

Proposed by Councillor Kelly
 Seconded by Councillor McClelland and agreed

that the report be noted.

NO ACTION

5.4 L/SAP/008 SPORTS AWARDS 2019

Members were reminded that the Sports Awards event took place on Thursday 14 November 2019 at Theatre at the Mill. Once again, the interest in the awards was significant with 90 nominations shortlisted by the Sports Awards Working Group across 8 categories.

The winners of the 2019 Antrim and Newtownabbey Sports Awards are as follows:

Club of the Year: Mallusk Harriers

Junior Team of the Year: Antrim Phoenix Trampoline Club

Senior Team of the Year: Old Bleach Veterans Bowling Team

Coach of the Year: Ashleigh Berry (Trampoline)

Sports Person of the Year with a Disability: Gareth McNeilly (Golf)

Services to Sport: Michael Maguire (Table tennis)

Janet Parkinson Award: Michaela Walsh (boxing)

Junior Sports Person of the Year Dr Jonathan Rea MBE Award: Tom McKibbin (Golf)

Adult Sports Person of the Year: Dr Jonathan Rea MBE (Super bikes)

This year also saw the introduction of a Roll Of Honour, established to recognise individuals who have made a significant impact in the

development of sport during their lifetime. This was posthumously awarded to the late, George Glasgow in recognition of his significant contribution to several sports, as well as his role as an administrator as Director at Sport Northern Ireland.

Feedback on the event has been extremely positive.

Video and photographs from the event are on the website at <https://antrimandnewtownabbey.gov.uk/sportsawards/>

A number of Members commented on the success of the event, congratulated all recipients and thanked the team responsible for its delivery. Councillor Webb added thanks to the independent members of the Sports Awards sub group.

Proposed by Councillor Foster
Seconded by Councillor Kelly and agreed

that the report be noted.

NO ACTION

5.5 L/LEI/VCL/015 V36 PROGRAMMING

Members were reminded that the V36 Park which was funded through Peace III opened in 2015. The scheme, enhanced the excellent facilities at the Valley Leisure Centre through the development of a play park, large events space and 3G pitch suitable for multi-sport. This is in addition to the grass pitches and the 3G soccer cages. Further funding from Peace IV will see the creation of an Urban Sports Park in 2020 at V36 which will again enhance the area and add to its significance locally and sub regionally.

One aim of the V36 project was to create a shared space complemented by a tailored programme of events. Currently the new 3G pitch is used throughout the week for a range of sporting activities. A very successful Parkrun takes place every Saturday morning with around 150 participants. The new play park is extremely well used. Since its opening a new wheelchair swing has been added to the play park and the recently completed Changing Places facility in the Valley will mean that the play park is even more accessible to children and young people with disabilities.

The park is also the base for one of Council's signature events, Spooked Out, as well as the recently established Schools Out event. It is also booked by third party organisations for tournaments, fun fairs, etc.

Programming for the space is being progressed by a cross departmental working group of Officers, with suggestions made by DEA members now being fed into this group. Two key areas are the focus of the group; increasing the number of Council-led events and, improving the marketing and promotion of the space in order to attract large external events. Contact has already been made with a number of key influencers to

showcase the space and to promote it as a venue for large scale regional events.

In addition, the Head of Arts and Culture is at the final stages of a procuring a Fairy Tale Woodlands Trail – Gulliver’s Trail which will see the installation of attractive wooden features in the Park.

A calendar of current activities and events together with proposed new council run events was circulated for Members' information and a regular update on progress with additional programming will be brought to Committee as appropriate.

Proposed by Councillor Foster
Seconded by Councillor Montgomery and agreed

that the report be noted.

ACTION BY: Matt McDowell, Head of Leisure

5.6 PK/GEN/129 SIX MILE WATER TRUST

Members were reminded that following the presentation to Committee by the Six Mile Water Trust in September, Officers were to liaise with the Trust and relevant statutory organisations to form a multi-agency group.

A meeting with the representatives of the Trust took place in November, at which the Trust representatives indicated that their preference going forward was that Council support them with localised litter picks and that other agencies are brought in as and when required.

A number of areas have been identified by the Trust at both sides of the Borough for pilot initiatives. The Trust is keen to establish local groups who would ‘adopt’ an area and become champions for it as well as undertaking litter picks, possibly working with the Woodland Trust to plant trees and to generally enhance the street, road or park. The Trust's vision is that these groups would provide opportunities for people to get out, be active and engage with their neighbours. This fits well with the Keep Northern Ireland Beautiful (KNIB) Adopt a Spot initiative. Free kits are provided by KNIB for groups of volunteers.

Officers from Cleansing and Enforcement teams would work with the Trust on identifying pilot areas and seeking volunteers. Statutory agencies would be engaged with as appropriate.

Committee would be kept updated.

Proposed by Councillor Kelly
Seconded by Councillor McClelland and agreed

that the report be noted.

NO ACTION

5.7 WM/WM/37 PLANT & CIVIL ENGINEER CONSTRUCTION, QUARRY & RECYCLING AWARDS 2019 – HOUSEHOLD WASTE RECYCLING CENTRE OF THE YEAR

The Plant and Civil Engineer Construction, Quarry and Recycling Awards are held annually, and recognise excellence in the construction and recycling sectors.

For the 2019 awards, the judging panel shortlisted both Newpark and O'Neill Road Recycling Centres for Household Waste Recycling Centre of the Year. They were shortlisted for their service excellence, effective day-to-day operations, adherence to health and safety and their significant increase in recycling streams providing an enhanced service to customers.

Both centres currently recycle over 80% of the waste that is brought to the site, making them among the highest recycling sites in Northern Ireland. An important element of the assessment was the level of customer care shown by our staff and this helps contribute to our overall recycling rate 54.6%.

Despite stiff competition at the Awards this year and the high quality of the submissions Newpark Recycling Centre was successful in winning Household Waste Recycling Centre of the Year 2019.

The Chairperson congratulated the Recycling Centre team and referred to the Mayor's agreement to host a reception to recognise the achievement. The Deputy Mayor highlighted the prestige of the event and the breadth of applicants.

Proposed by Councillor Kelly
Seconded by Councillor Logue and agreed

that the report be noted.

NO ACTION

5.8 WM/SC/01 LITTER BIN SENSOR TRIAL

Officers have been considering ways to improve the efficiency of the street litter bin operations in order to reduce the carbon impact of the collections, reduce fuel costs, reduce the potential for overflowing bins, and ensure the most appropriate levels of litter bin coverage.

Following research and discussions with waste management software providers, Officers are currently trialing sensors in 20 bins in the Borough. The sensor calculates how much capacity is left in the bin as a percentage and this data is transmitted back to a central office as a 'bin full notification'.

The system also provides a daily optimised route to be issued so only bins filled over a pre-set limit are emptied. This means that a vehicle is not travelling to a bin that does not need to be serviced.

The bin full notifications were designed to prevent overloaded bins as the collection crew is warned that a bin is reaching capacity and needs to be emptied. The collection of this data then allows the implementation of standard collection routes.

On the completion of this free of charge trial, Officers will present the information to Committee and in the event that findings are positive, will consider the viability of sensors being added to all 1,500 litter bins in the Borough.

In response to a query, the Head of Service confirmed that the sensors can be used on any bin and the devices should withstand most types of vandalism. The current trial is focussed on ground mounted bins in laybys.

Proposed by Councillor Kelly
Seconded by Councillor Montgomery and agreed

that the report be noted.

NO ACTION

5.9 PK/GEN/148 ALL OUT TREKKING WALKING TRAILS

In October, Members were appraised of a potential source of funding through the Department of Communities (DfC): Access and Inclusion Fund available for walking trails accessible for people with disabilities and mobility issues. An application was submitted in early November, and a confirmation has been received of £30,000 funding. This funding will be used to improve disability access within the Valley Park. Works will involve the upgrading and widening of approximately 1.5Km of existing trails (map circulated), making them more accessible for wheelchair users and those with mobility issues. These widened trail paths will be of great value for those using the inclusive sports equipment (i.e. hand cycles, trikes and tandems).

There is potential for DSNi to secure funding for the provision of more specialised all-terrain motorised wheelchairs, through a programme which is part of an "All Out Trekking" project. This was initially piloted in Gosford Forest Park. This equipment is designed to be used on more challenging terrain such as mountain bike trails, and to offer people with disabilities a challenging and exhilarating experience. The northern wooded areas of the Valley Park offer a possible location for such a project (areas marked in blue on circulated map). The areas in blue will be surveyed in preparation for this potential funding opportunity, with the intention that both routes would connect. The funding would be expected to cover the costs of both the trail and equipment provision.

DSNi's project would build upon the proposed path upgrade works delivered with DfC funding, while the improved accessible routes would connect directly with their new challenging trails.

Officers would work closely with DSNi in the design of the trails.

Proposed by Councillor McClelland
Seconded by Councillor Montgomery and agreed

that the report be noted.

NO ACTION

The Chairperson advised that Any Other Business would be taken at this point of the meeting.

7. ANY OTHER BUSINESS

Councillor Webb requested that the Council review its involvement in the Ypres Park Remembrance ceremony with consideration given to providing a sound system and gazebo. Arrangements for the wreath and repainting the memorial stone names to also be considered.

Proposed by Councillor Kelly
Seconded by Councillor Foster and agreed

that a review be carried out.

ACTION BY: Ivor McMullan, Head of Parks

Councillor Ross requested that use of Household Recycling Centres by commercial businesses be reviewed.

ACTION BY: Michael Laverty, Head of Waste Management

Councillor Foster commented on the excellent new play park recently opened in Rathcoole and congratulated the team on an excellent launch event.

He went on to request that Chief Executive and Club Licensing Manager from the IFA be invited to a future Committee meeting to discuss the new criteria for intermediate pitches.

ACTION BY: Matt McDowell, Head of Leisure

Councillor Archibald referred to the impact of poor weather on the Park Runs and asked Officers to consider how this could be mitigated.

ACTION BY: Ivor McMullan, Head of Parks

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Foster
Seconded by Councillor Bennington and agreed that

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

6 ITEMS IN CONFIDENCE

6.1 **IN CONFIDENCE** PK/GEN/144 NEW MOSSLEY ACTIVE TRAVEL ROUTE

Following the offer of £[REDACTED] in funding for the New Mossley Active Travel Route through DAERA's Environmental Challenge Competition, as reported to Committee in November, Officers had been progressing both the land issues and the appraisal of options for the type of path to be developed.

Funding is subject to the land issues being resolved and must be spent before the end of March 2020. Legal services are currently working with NIHE and DfI to secure the necessary licences for land as well as following up on small areas of land which are in private ownership.

An Economic Appraisal has been completed and was circulated. A number of options for the surface of the new path were appraised ranging from a basic blinding finish through to a concrete finish.

The preferred option, Option 3 is a bitmac finish, which offers durability, lower annual maintenance costs and lower whole life costs. The estimated cost of the preferred option is £[REDACTED]. This surface also provides good accessibility for people with disabilities and those with prams thus having optimum wellbeing and health benefits. Option 3 includes signage, way-markers and people counters. The project will be funded through the capital programme and the external funding as above.

An Equality screening has been completed and was circulated and an EQIA is not required.

Proposed by Councillor Bennington
Seconded by Councillor Ross and agreed

that Council approves the development of the New Mossley Active Travel Route (Option 3); bitmac surfaces, signage, way-markers and people counters at an estimated cost of £[REDACTED], the associated Economic Appraisal and Equality screening form, subject to all legal matters being resolved.

ACTION BY: Elaine Upton, Countryside Officer

6.2 **IN CONFIDENCE** PK/GEN/157 REQUEST - BALLYNURE AND DISTRICT COMMUNITY ASSOCIATION

A request has been received from Ballynure and District Community Association for a letter of support from Council and for some practical assistance in relation to an off-road circular walking trail project which they are seeking funding for.

The Association is considering an application to Heritage Lottery Fund (HLF) to develop the route which would form a circular trail around McCreary's Wood between Lismenary and Church Roads as set out on the map circulated. The

privately owned wood is to be gifted to the Association, as a benefit in perpetuity.

Following meetings with representatives from the Department for infrastructure (DfI), Roads the Association has secured agreement in principle for a licence to undertake path works along a section of the Department's land adjacent to the A8 carriageway. DfI cooperation is essential as the path will cross the A8, using an underpass and peripheral land owned by DfI, as detailed in the circulated map.

Similar negotiations will take place with remaining landowner(s).

The Association has confirmed that the total estimated cost of the project is £[REDACTED], to include the delivery of a training and events programmes relating to local heritage, as well as the capital project works.

HLF has indicated that evidence of partnership working and commitment and buy-in from stakeholders is essential. Therefore, the Association is requesting Council support in the form of a letter of support initially.

The Association is also requesting that should the application for funding be successful that Council provides further support through administering the grant on the Association's behalf. This would involve Council holding the funds if secured and issuing payments to contractors on issue of completion certificates by their consultant when works have been completed. The Group will procure the scheme.

In the future if this scheme is successfully delivered the Association could potentially source further funding, to link the trail into the heart of the village, including to Translink's planned Park and Ride facility, providing a much longer, off-road trail option in the long-term.

Proposed by Councillor Archibald
Seconded by Councillor Foster and agreed

that Council agrees to provide a letter of support to Ballynure and District Community Association, for the proposed scheme at McCreary's Wood and, in the event of the application being successful, to administer the grant funding on the Association's behalf.

ACTION BY: Elaine Upton, Countryside Officer

6.3 IN CONFIDENCE WM/WM/37 HARMONISATION OF WASTE COLLECTION SERVICES IN THE BOROUGH – CAPITAL PURCHASES

Following approval of the harmonisation of the kerbside collection of all recyclable and residual domestic waste, service and delivery, from households across the Borough at the October meeting of Council, Officers have submitted a funding application to DAERA to fund the new scheme.

The application is at the assessment stage with DAERA and the Department of Finance and it is envisaged that Council will receive notification on whether the application has been successful over the next four – eight weeks. In the meantime Officers had been working on a timeline for the various elements of the harmonisation process including; the procurement process for the various vehicles and equipment, voluntary severance leaving dates, managing the duration of the contract variation to the existing Avenue contract and other logistical issues.

The procurement process for the high value items required:

- 15 bespoke kerbside sort vehicles (estimated cost £[REDACTED])
- 22,000 wheelie boxes & 180L black bins (estimated cost £[REDACTED])

Kerbside sort vehicles

Officers had carried out market engagement and research during the development of the economic appraisal to inform estimated costs, consider and compare the suitability of vehicle designs available and lead times for delivery. This had highlighted that suppliers have limited manufacturing slots for new vehicle orders.

The vehicles can be purchased either through the European Journal or directly through an appropriate Framework. Both are in line with Council's procurement guidelines. Having considered both approaches, the proceeding to procure through a suitable framework is the preferred way forward as it significantly reduces the procurement timeline. The ESPO Framework 215 Specialist Vehicles framework has been developed using the European Journal to market test vehicles.

Vehicles currently available on the market and on the framework were manufactured by two companies, Romaquip and Terberg. When Officers compared the latest models from both Romaquip and Terberg and while the capacities and efficiencies were similar, the Romaquip costs less.

Wheelie Boxes and 180L Black Bins

The funding application included the purchase of 22,000 wheelie boxes and 22,000 180L black bins. As above, the containers could be purchased, in line with the Council's procurement guidelines, directly through a framework, in this case, ESPO Framework 860 Refuse and Recycling Products.

MGB Straight was currently the sole supplier of wheelie boxes and therefore containers could be purchased directly from them through the framework. A number of suppliers could provide 180L containers through the framework, therefore officers would carry out a mini competition through the framework.

Proposed by Councillor Bennington
Seconded by Councillor Ross and agreed

that, subject to confirmation of funding, approval be given for:

- a) The purchase of 15 Romoquip Bespoke Kerbside Sort Vehicles through ESPO Framework 215 (Specialist Vehicles) and,
- b) The purchase of 22,000 wheelie boxes supplied by MGB Straight and 22,000 180L containers through ESPO Framework 860 (Refuse and Recycling Products).

ACTION BY: Lynsey Daly, Waste Strategy and Contracts Manager

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor Foster
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 wished everyone a Happy Christmas and a Peaceful New Year. The meeting concluded at 7.35pm.

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.