

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 7 March 2018 at 5:30 pm

PRESENT:

Alderman T Jeffers (Chairman)

Aldermen M Henderson MBE, SP Porter and J Tinsley

Councillors N Anderson, J Baird, O Gawith, A Givan, J Gray MBE, B Hanvey, H Legge, A McIntyre, B Mallon and T Mitchell

IN ATTENDANCE:

Alderman S Martin

The Director of Environmental Services
Head of Service (Environmental Health)
Acting Head of Service (Operational Services).
Head of Service (Building Control)
Head of Service (Technical and Estates)
HR Manager
Environmental Health Manager
Emergency Planning Officer
IT Officer
Member Services Officer

Commencement of Meeting

The Chairman, Alderman T Jeffers, welcomed everyone to the March meeting of the Environmental Services Committee.

The Chairman then proceeded to outline the evacuation procedures in the case of an emergency.

1. **Apologies**

Apologies for non-attendance were received on behalf of the Right Worshipful the Mayor, Councillor T Morrow, and Councillor L Poots.

2. Declarations of Interest

The Chairman invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement to complete Declaration of Interest forms in this regard, which had been provided at the meeting. There were no Declarations of Interest.

3. Minutes of the Environmental Services Committee Meeting held on 7 February 2018

It was proposed by Councillor J Baird, seconded by Councillor T Mitchell, and agreed that the minutes of the meeting of the Environmental Services Committee held on 7 February 2018, as adopted at the meeting of Council held on 27 February 2018, be confirmed and signed.

Alderman J Tinsley arrived at 5.37 pm

4. Presentation

The Committee received a presentation by Ms Joan McCaffrey, Regional Officer, Local Government Civil Contingencies, on Emergency Preparedness Structural Changes. Ms McCaffrey covered the following issues:

- Current Legislative Framework
- Current Structure and Plans
- How Proposed Structure and Plans can help improve Preparation and Response

In her presentation Ms McCaffrey outlined the types of emergency that could occur and the process for dealing with them as well as regional protocols and co-ordination arrangements. She also identified areas where improvements could be achieved which included:

- Consolidation of plans
- Awareness of structures within organisations
- Training/ Familiarisation
- Debriefing
- Incorporating lessons learned
- Relationship building

Councillor J Gray left at 5.50 pm

There was then a question and answer session, after which the Chairman thanked Ms McCaffrey for her presentation.

(Councillor A McIntyre left at 6.05 pm)

5. Confidential Business

It was agreed that the report and recommendations of the Director of Environmental Services be adopted, subject to any decisions recorded below.

The Chairman, Alderman T Jeffers, advised that the matters contained in the confidential report would be dealt with “In Committee” for the following reasons:

Item 5.1: Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

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Item 5.3: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 5.4: Confidential for reason of information relating to any individual; information which is likely to reveal the identity of an individual; and information in relation to which a claim to legal professional privilege could be maintained in legal proceedings

Item 5.5: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 5.6: Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 5.7 Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 5.8 Confidential for reason of information which is likely to reveal the identity of an individual

Item 5.9: Confidential due to information in which a claim to legal professional privilege could be maintained in legal proceedings

“In Committee”

It was proposed by Councillor A Givan, seconded by Councillor N Anderson, and agreed that the following matters be considered “in committee”, in the absence of members of the press and public.

Items for Decision

5.1 Ongoing Legal Proceedings – Noise Complaint

It was agreed to consider Item 5.11 at this stage in the meeting in order to receive a presentation from the Council's legal advisers.

The Committee was provided with a report including a copy of the court judgement in this case and the Council's Barrister updated the Committee on the ongoing proceedings.

During the course of the presentation, Councillor A McIntyre arrived at 6.10 pm; Councillor J Baird left at 6.15 pm; Alderman M Henderson left at 6.17 pm; Councillor J Baird returned at 6.19 pm)

The presentation was followed by a question and answer session.

Councillor A McIntyre left the meeting at 7.04 pm and Alderman S Martin left the meeting at 7.05 pm

The Chairman thanked the Barrister for his attendance.

The Legal Advisers and the Environmental Health Manager then left the meeting at 7.06 pm

Following further discussion on this matter, it was proposed by Alderman J Tinsley, seconded by Councillor O Gawith and agreed to recommend that Council note the court judgement and the continuance of the ongoing legal proceedings.

Officers undertook to clarify a number of queries for Members through an additional report to be tabled at a future meeting of Committee.

5.2 Motion to Adjourn the Meeting

Members expressed concern that the meeting was overrunning its allotted time and Members who wished to attend the Development Committee meeting would have to leave before the main business of the meeting had been considered.

It was proposed by Councillor J Baird and seconded by Councillor T Mitchell that the remainder of the business on the agenda be postponed to another meeting.

On the proposal being put to the meeting, 3 Members voted in favour and 7 Members voted against. The proposal was declared not carried.

Councillor J Baird, Councillor H Legge and Councillor T Mitchell left the meeting at 7.16 pm

Items for Decision

The HR Manager arrived at 7.22 pm

5.3 Temporary Contracts within Environmental Services

The Committee was provided with copy report detailing proposals for the current temporary working arrangements within Environmental Services. It was noted that the proposals in principle, along with those from other Committees, would be considered at a forthcoming meeting of the Efficiency Steering Group and that a recommendation on the matter would be taken to the Corporate Services Committee.

It was proposed by Councillor A Givan, seconded by Councillor O Gawith, and agreed to recommend that Council approve in principle the proposed permanent posts within the Directorate.

5.4 Financial Appraisal for Planned Preventative Maintenance – Asbestos Management

It was proposed by Councillor B Hanvey, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the Financial Appraisal for the Planned Preventative Maintenance - Management of Asbestos within Lisburn & Castlereagh City Council buildings, copy of which had been provided to the Committee, and proceed to procure the service.

5.5 Financial Appraisal for Planned Preventative Maintenance – Legionella Risk Assessments

It was proposed by Councillor B Hanvey, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the Financial Appraisal for the Planned Preventative Maintenance – Legionella Risk Assessments at Lisburn & Castlereagh City Council buildings, copy of which had been provided to the Committee, and proceed to procure the service.

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor A Givan, and agreed that the following items (Items 5.6 to 5.11) be noted.

5.6 Planning Enforcement – Cases with Court Proceedings for March 2018

The Committee was provided with and noted copy of a table on enforcement cases with court proceedings for March 2018.

5.7 Crematorium Update and Future Cemetery Provision

The Committee noted an update in respect of the correspondence to Antrim and Newtownabbey Council's regarding the crematorium update.

5.8 Department for Communities (DfC) – Affordable Warmth Scheme (AWS) Funding for 2018/19

The Committee was provided with copies of correspondence between the Council and the Department for Communities in respect of funding of the Affordable Warmth Scheme (AWS) and noted an update in this regard.

The Head of Service (Building Control) responded to a query on continuing funding for the scheme.

5.9 arc21 Joint Committee Meeting – Friday 23 February 2018

The Committee was provided with copy and noted papers from the Joint Committee Meeting Friday 23 February 2018 and associated arc21 Members' Monthly Bulletin.

5.10 Rolling Year Absence Figures for Environmental Services Directorate

The Committee was provided with copy and noted information in relation to the absence figures for the Environmental Services Directorate

5.11 Ongoing Legal Proceedings – Noise Complaint

The Committee noted that this item had been considered earlier in the meeting at Item 5.1 above.

Resumption of Normal Business

It was proposed by Councillor N Anderson, seconded by Councillor A Givan, and agreed to come out of committee and normal business was resumed.

6. Report from the Director of Environmental Services

Item for Decision

6.1 Motion on Gambling

The Committee was provided with copy of correspondence from Fermanagh and Omagh District Council in relation to supporting a Notice of Motion on gambling. It was agreed to note the correspondence.

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor A Givan, and agreed that the following items (Item 6.2 to Item 6.) be noted

6.2 Environmental Services Trading Accounts – Period 10

The Committee was provided with copy and noted the Environmental Services Trading Accounts for Period 10.

6.3 Emergency Preparedness Structural Changes

The Committee noted that this item had been dealt with earlier in the meeting at Item 4.

6.4 Adverse Weather

The Committee was provided with copy and noted a letter to the Department for Infrastructure regarding the gritting agreement.

In response to a query by Alderman SP Porter, the Director of Environmental Services advised that she was liaising with the Director of Leisure and Community Wellbeing to consider options to address needs as outlined by the Member. She indicated that a report on this matter would be brought through Corporate Management Team and to a future meeting of the Committee.

6.5 Route Planning and Fleet In-Cab Intelligence Devices

The Committee noted an update in respect of the site visit to Bradford undertaken by the Chair, Vice-Chair and officers in respect of the route optimisation project.

6.6 Report by Acting Head of Service (Operational Services)

Items for Decision

6.6.1 Refuse Collection Arrangements during the Christmas and New Year Period

The Committee was provided with a report outlining options for refuse collection arrangements during the Christmas and the New Year period. It was proposed by Councillor A Givan, seconded by Councillor N Anderson, and agreed to recommend that Council approve Option 1 which maintained the status quo Christmas and New Year refuse collection service.

6.6.2 Proposed Abandonment at Ballybeen Park, Dundonald (Dfl)

The Committee was provided with copy correspondence and a plan from the Department for Infrastructure (Eastern Division) in relation to a proposed abandonment at Ballybeen Park, Dundonald.

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson, and agreed to recommend that Council offer no objection to the proposed abandonment at Ballybeen Park, Dundonald.

Items for Noting

It was proposed by Alderman SP Porter, seconded by Councillor B Mallon, and agreed that the following items (Item 6.6.3 to 6.6 4) be noted.

6.6.3 Service Update – Refuse Collection

6.6.3.1 Adverse Weather Update

The Committee noted an update report on the impact of the adverse weather that had occurred in January 2018 on cleansing services. The Chair expressed his thanks to staff for their continuing efforts to maintain service delivery during the adverse weather conditions.

6.6.3.2 Refuse Collection Data

The Committee was provided with copy and noted refuse collection data together with graphs depicting the current trends in relation to residual, compost and mixed dry refuse collections.

6.6.4 Cleansing Services: Illegal Dumping Update

The Committee was provided with copy and noted illegal dumping statistics for January 2017.

In response to a query by Alderman J Tinsley, the Head of Service (Environmental Health) advised that an update report on overt surveillance of fly-tipping would be brought to the next meeting of the Committee.

6.7 Report from Head of Service (Building Control)

Item for Decision

6.7.1 Street Naming off Main Street, Glenavy Street

The Committee was advised that Choice Housing Ireland Limited had proposed the street name for a development of 16 no dwellings off Main Street, Glenavy.

The Committee had been provided with a copy of the development layout.

It was proposed BY Alderman J Tinsley, seconded by Councillor A Givan, and agreed that the street name, Glenavy Parade, be allocated to this proposed development of 16 no dwellings off Main Street, Glenavy.

Items for Noting

It was proposed by Alderman SP Porter, seconded by Councillor A Givan, and agreed that the following items (Item 6.7.2 to Item 6.7.5) be noted

6.7.2 Building Control Applications – Full Plan Applications and Regularisation Certificates

The Committee noted the undernoted information in regard to the Full Plan Applications 'Approved' and Regularisation Certificates issued in the months of November and December 2017 and January 2018..

Month	Full Plan Approvals	Regularisation Certificates
November 2017	114	26
December 2017	75	23
January 2018	94	46

6.7.3 Department of Finance – Completion Notice Ready Report to Land & Property Services

The Committee noted the undernoted information in regard to Completion Notice Ready Reports for the months of November 2017 to January 2018 returned to the Department of Finance, Land and Property Services.

Month	Completion Notice Ready Numbers
November 2017	127
December 2017	49
January 2018	42

6.7.4 Department for Communities (DfC) – Affordable Warmth Project

The Committee noted the undernoted information in relation to visits and referrals made in respect of the Affordable Warmth Project.

Month	Home Visits Carried Out	Completed and Eligible Referrals to NIHE (after financial checks)	DfC requested Target	'Make the Call'
May 2017	202	25	25	19
June 2017	117	25	25	22
July 2017	87	40	40	21
August 2017	52	32	40	8
September 2017	58	13	40	13
October 2017	24	27	40	19
November 2017	35	20	40	11
December 2017	55	14	40	6
January 2018	113	31	30	13

The Committee was provided with copy and noted correspondence forwarded to the Department for Communities in relation to ongoing issues restricting the Council's ability in meeting the requested DfC referral numbers.

6.7.4 Department for Communities (DfC) – Affordable Warmth Project (Contd)

The Head of Service (Building Control) advised that during the period April 2017 to January 2018 a total value of £1.116 million of thermal improvement works had been approved in the Council area, under the scheme with 310 homes benefitting from the work.

Alderman Tinsley left at 7.37 pm and returned at 7.38 pm

6.7.5 Review and Equality Screening of Council's Street Naming and Postal Numbering Policy

The Committee noted the review and equality screening of the Council's existing Street Naming & Postal Numbering Policy, copy of which had been provided for Members.

The Head of Service (Building Control) responded to Members' queries on various aspects of the policy.

6.8 Report from Head of Service (Technical and Estates)

Item for Decision

6.8.1 WRAP Collaborative Partnership and Collections Options Modelling

It was proposed by Councillor A Givan, seconded by Councillor B Hanvey, and agreed to recommend that Council approve an extension to the current WRAP Collaboration Agreement for an additional period until end of July 2018.

Item for Noting

It was proposed by Councillor O Gawith, seconded by B Hanvey, and agreed that the following item (Item 6.8.2) be noted.

5.8.2 Plastic Waste and Recycling Strategy

The Committee was provided with copy and noted correspondence received from WRAP detailing a national work stream which was intended to address plastic waste and its recycling.

6.9 Report by Head of Service (Environmental Health)

Items for Decision

6.9.1 Consultation for Approval

The Committee was provided with copy of the following consultation

6.9.1 Consultation for Approval (Contd)

- Consultation – Changes to the Department for Communities Exhumation Application Form and Guidance, response date 2 March 2018.

It was proposed by Councillor B Hanvey, seconded by Councillor N Anderson, and agreed to recommend that Council retrospectively approve submission of comments on behalf of the Council by the Environmental Health Unit prior to the response date and that these comments be brought to the Committee's meeting in April for noting.

6.9.2 Welfare Burials Guidance and Procedure

It was proposed by Councillor A Givan, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the report in relation to the Guidance and Procedures for Welfare (Paupers) Funerals, copy of which had been provided to the Committee.

The Head of Service (Environmental Health) responded to Members' queries regarding various aspects of the welfare burial arrangements.

6.9.3 Northern Ireland Water Maintenance Works in Antrim Street Car Park Spring 2018

The Committee was provided with copy report outlining works to be carried out by Northern Ireland Water to the sewer and storm underground infrastructure and the installation of a kiosk at the Council's car park in Antrim Street, Lisburn.

It was proposed by Alderman J Tinsley, seconded by Alderman SP Porter, and agreed to recommend that Council approve the licence in relation to the underground works to be carried out in Antrim Street Car Park together with the lease in relation to the kiosk to be situated in Antrim Street Car Park.

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor B Mallon, and agreed that the following items (Item 6.9.4 to 6.9.5) be noted.

6.9.4 Health and Wellbeing

6.9.4.1 Tobacco Control – Test Purchasing Exercise

The Committee was provided with copy and noted a report in relation to a Tobacco Control Test Purchasing Exercise carried out on Tuesday 13 February 2018.

In response to a query by Alderman SP Porter, the Head of Service (Environmental Health) outlined the various ways in which the Council publicised the Tobacco Control exercises and indicated that he would liaise with MCU unit to take account of Members' comments.

6.9.4.2 Smoke Free Homes Launch

The Committee was provided with copy and noted a report in relation to the launch of the Smoke Free Homes project which had taken place in Lagan Valley Island on Friday 2 February 2018.

6.9.5 Health and Wellbeing

6.9.5.1 The Safety Advisory Group Minutes

The Committee was provided with copy and noted note the minutes of the Safety Advisory Group meeting held on Wednesday 22 November 2017

7. Any Other Business

7.1 Draft Dogs Orders – Request to Address Committee – Head of Service (Environmental Health)

The Head of Service (Environmental Health) advised that a request had been received from a rate-payer to address the Committee in respect of the draft Dogs Orders that were currently out for consultation.

After discussion, it was proposed by Councillor O Gawith, seconded by Councillor A Givan, and agreed to recommend that Council do not agree to the request by the ratepayer to address the Committee on the draft regulations as public consultation was still in progress.

7.2 Animal Welfare – Head of Service (Environmental Health)

The Committee was provided with and noted an update by the Head of Service (Environmental Health) in relation to an animal welfare issue that had appeared in the local press.

7.3 Adverse Weather Conditions and Homeless People – Head of Service (Environmental Health)

The Committee received clarification by the Head of Service (Environmental Health) in respect of responsibility for homeless people during periods of adverse weather. It was noted that primary responsibility lay with NIHE and Social Services but that the Council would respond appropriately to requests for assistance from other statutory agencies.

7.4 Litter on the Clontonacally Road – Councillor N Anderson

In response to a query by Councillor N Anderson, the Acting Head of Service (Operational Services) updated the Committee on the issues arising due to the constraints on works on the Clontonacally Road and the efforts being undertaken to maintain service delivery.

7.5 Scheduling of Committee Meetings – Alderman J Tinsley

Alderman J Tinsley referred to the Committee overrunning its allotted time. He asked that it be recorded that the Chairmen of Committees that meet on the same evening should liaise in advance regarding appropriate scheduling so that similar difficulties do not arise again.

7.6 Crematorium Costs – Councillor A Givan

Councillor A Givan referred to the disparity between the lower crematorium costs payable by Belfast residents and the higher level of costs payable by non-residents. The Director of Environmental Services advised that, although the crematorium was perceived as a regional facility, it was in fact a facility provided by Belfast City Council and therefore subsidised rates were offered to Belfast City Council residents only.

There being no further business, the meeting was terminated at 8.09 pm.

Mayor/Chairman