

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 8 March, 2017 at 5:30 pm**

**PRESENT:**

Councillor J Baird (Chairman)

The Right Worshipful the Mayor,  
Councillor RB Bloomfield MBE

Aldermen T Jeffers and J Tinsley

Councillors N Anderson, A Givan, H Legge, A McIntyre, B Mallon, T Morrow and L Poots

**IN ATTENDANCE:**

Director of Environmental Services  
Head of Service (Environmental Health)  
Head of Service (Technical and Estates)  
Head of Service (Operational Services).  
Parks and Amenities Manager  
Member Services Officer

**Commencement of Meeting**

The Chairman, Councillor J Baird, welcomed everyone to the March meeting of the Environmental Services Committee.

1. **Apologies**

It was agreed to accept apologies for non-attendance at the meeting on behalf of Alderman M Henderson MBE, Councillor J Gray MBE and Councillor R Walker.

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. The following Declarations of Interest were received:

- The Chairman, Councillor J Baird, declared an interest in item 4.7.3.1 “Consultation on the Private Rented Sector in Northern Ireland – Proposals for Change” on the basis that he was a private landlord.

2. Declarations of Interest (Contd)

- The Chairman, Councillor J Baird, declared an interest in Item 4.7.6 “Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 – Roads Closure” on the basis of his involvement with Sycamore Hill (Training Provider).

(Alderman J Tinsley and Councillor N Anderson arrived at 5.32 pm)

3. Minutes of the Environmental Services Committee Meeting held on 1 February 2017

It was proposed by Councillor B Mallon, seconded by Councillor A McIntyre, and agreed that the minutes of the meeting of the Environmental Services Committee held on 1 February 2017, as adopted at the meeting of Council held on 28 February 2017, be confirmed and signed.

4. Report from the Director of Environmental Services

Items for Noting

It was proposed by Alderman T Jeffers, seconded by Councillor A Givan, and agreed that the following items (Item 4.1 to 4.4) be noted.

4.1 Environmental Services Trading Accounts – Period 10

Members were provided with and noted the contents of the Environmental Services Trading Accounts for Period 10.

(Councillor L Poots arrived at 5.35 pm)

4.2 Health and Safety Executive Northern Ireland

Members were provided with and noted the contents of a presentation by Council to the Health and Safety Executive (HSENI) whose representatives had attended the February meeting of the Corporate Management Team (CMT). Members were advised that the meeting was part of an ongoing engagement strategy with HSENI to maintain effective channels of communication and promote good practice within the Council area. Members were advised that the Committee would be kept updated regarding future joint initiatives between the Council and HSENI.

4.3 APSE Briefing 17-08

Members were provided with and noted the contents of an APSE Membership Resources Briefing entitled “Why reducing contamination in materials collected for recycling is becoming more critical”.

#### 4.4 Department for Transport – Public Consultations: Reminder to Register

Members were provided with and noted the content of information from the Department of Transport regarding two recently launched consultations, as follows:

- UK Airspace Policy: A framework for balanced decisions on the design and use of airspace
- Draft Airports National Policy Statement: new runway capacity and infrastructure at airports in the South East of England.

#### 4.5 Report from Head of Service (Parks and Amenities)

It was agreed to consider the Report from the Head of Service (Parks and Amenities) at this stage in the meeting in order to allow the presenting officer to attend a later engagement.

Members were advised that, in the absence of the Head of Service (Parks and Amenities), the report would be presented by the Parks and Amenities Manager

It was agreed that the report and recommendations of the Head of Service (Parks and Amenities) be adopted, subject to the decisions recorded below:

#### Items for Decision

##### 4.5.1 Britain in Bloom 2017

The Committee was advised that agreement on carpet bedding schemes was required in order to prepare Hillsborough for the Britain in Bloom, Ulster in Bloom and NI Amenity Council competitions. Following a briefing visit to Nottingham in respect of the Britain in Bloom 2017 process, Officers were proposing the following displays:

- Britain in Bloom crest
- Ulster in Bloom crest
- NI Amenity Council crest
- Oyster Festival
- Hillsborough Scouts – reserve

Alderman J Tinsley suggested that consideration should be given to including Historic Royal Palaces in place of the Oyster Festival display.

The Council had also traditionally placed a carpet bed display at Bradford Court and the following display was suggested:

- Mayor's Charity crest – Outgoing Mayor's charity as planting scheme must be known several months in advance

Councillor T Morrow referred to a recent presentation by NI Forest School Association at the Leisure and Community Services Committee with proposals

4.5.1 Britain in Bloom 2017 (Contd)

being considered for a programme within Hillsborough Park. He suggested that there could be an opportunity to tie the Britain in Bloom displays in with that initiative.

It was proposed by Alderman J Tinsley, seconded by Councillor A McIntyre, and agreed to recommend that Council approve the carpet bedding displays for Hillsborough and Bradford Court as detailed in the report but with a Historic Royal Palaces display in place of the Oyster Festival.

It was further agreed that Officers liaise with the Leisure and Community Services Department regarding possible participation in the NI Forest School Association initiative within Hillsborough Park.

4.5.2 Translink Ulster in Bloom 2017

It was proposed by Councillor H Legge, seconded by Councillor N Anderson, and agreed to recommend that the Council approve the following list of entries into the Translink Ulster in Bloom 2017 competition:

Small City	Lisburn City
Town	Dundonald
Small Town	Carryduff and Moira
Large Village	Hillsborough
Village	Dromara

4.5.3 Balmoral Show 2017

The Committee was advised that Officers had met with representatives of the Balmoral Show and Ulster in Bloom with regard to participation in the 2017 Show. Members noted that a carpet bed display would be located within a new part of the show grounds to be identified as 'Healthy Horticulture' and that there would be minimal cost to the Council as the same material would be employed as in the Hillsborough displays.

4.5.4 Translink Ulster in Bloom Event, Gracehill, 5 April 2017

The Committee was advised that the Right Worshipful the Mayor, Councillor B Bloomfield, together with the Deputy Mayor had been invited to an Ulster in Bloom event taking place in Gracehall on 5 April 2017; however the Mayor was unable to attend. It was suggested that it would be also be appropriate for the Chair of the Environmental Services Committee to attend this event.

It was proposed by Alderman J Tinsley, seconded by Councillor B Mallon, and agreed to recommend that the Chairman, Councillor J Baird, attend the Ulster in Bloom event in Gracehall on 5 April 2017.

(The Parks and Amenities Manager left at 5.45 pm)

#### 4.6 Report from Head of Service (Technical and Estates)

It was agreed that the report and recommendations of the Head of Service (Technical and Estates) be adopted, subject to the decisions recorded below:

##### Items for Decision

#### 4.6.1 Purchase of Land Adjacent to 42 Main Street, Moira

Members were provided with copy map outlining 0.0350 Ha of land at 42 Main Street, Moira, which the Department of Infrastructure intended to dispose of as it was surplus to needs. The Department had asked if the Council would be interested in acquiring the land at a suggested purchase price of £20,000.

The Committee noted that the land was adjacent to the entrance road to the Moira off-street car park and was a derelict vacant plot. Acquisition of the land would allow it to be effectively integrated into the proposed Moira Public Realm Improvement Scheme and would create a more visually pleasing entrance to the off-street car park and streetscape in general.

The Committee was provided with copy of a Financial Appraisal Pro-forma outlining the costs of acquiring the land at £20,000 and remedial landscaping at £10,000. In response to a query by Councillor T Morrow, Members were advised that the land valuation has been carried out by Land and Property Services on behalf of the Department of Infrastructure.

It was proposed by Councillor N Anderson, seconded by Councillor L Poots, and agreed that it be recommended that the Council approve the purchase of land adjacent to 42 Main Street, Moira and carry out appropriate landscaping and ongoing maintenance works.

##### Items for Noting

#### 4.6.2 MRF Contamination

The Committee noted specific incidences of contamination in the recycling material delivered to the Mallusk facility reported by Bryson Recycling together with a request by arc21 for continued vigilance and the need for robust contamination inspection procedures.

Members expressed concerns regarding quality control procedures used by Bryson Recycling and the non-collection of recycling materials left beside kerbie bins. Officers undertook to ask arc21 to follow these issues up.

In response to a query regarding progress on waste collection harmonisation, Members were advised that a recycling gap study had been undertaken by Wrap on behalf of the Department of Agriculture, Environment and Rural Affairs and would form the basis of a Council wide waste collection service review, which would take place over the summer and would include a Members' workshop to review elements such as bin size, frequency of collections, recycling and food waste collections. Members would be kept updated on progress

#### 4.7 Report by Head of Service (Environmental Health)

It was agreed that the report and recommendations of the Head of Service (Environmental Health) be adopted, subject to the decisions recorded below:

##### Items for Decision

#### 4.7.1 Community Resilience Pilot in Dromara Update

The Committee was provided with an update regarding the Dromara Community Resilience Pilot, the aim of which was to help the community deal with severe weather emergencies.

Members noted that, at community meetings in Dromara, arrangements had been agreed regarding the pre-deployment of sandbag containers at 2 locations as follows:

- A small container on Housing Executive land at Dromore Street
- A larger container on Council-owned land at Hillsborough Road (car park at the community centre/football pavilion)

It was proposed by Councillor T Morrow, seconded by Councillor H Legge, and agreed to recommend that the Council approve the placement of a sandbag container in the car-park of Dromara community centre/football pavilion to assist the community in dealing with severe weather emergencies.

#### 4.7.2 Off-Street Car Parking

Following a recent increase in on-street car parking charges in Lisburn City Centre by the Department for Infrastructure, the Committee was provided with a report detailing the number of spaces available at the Council's car parks, the hourly charge and the concessionary charge. Members noted that all of the off-street tariffs were below the level of the newly proposed on-street tariff.

Members were reminded that the off-street car parking function had transferred to Council on a cost neutral basis and the Council had had an under-achievement on income in 2015/2016. To address this operational deficit, the Council had already amended the tariff from £1/5hours to £1/3hours which would address, but not fully remove, the projected underachievement in 2016/2017.

It was proposed by Councillor A McIntyre, seconded by Councillor A Givan, and agreed to recommend that Council approve the existing charging structure in relation to off-street car parking

#### 4.7.3 Consultations Approval

The Chairman, having declared an interest in the following item, stood down and the Vice-Chairman, Alderman J Tinsley, took the chair.

4.7.3.1 Consultation on the Private Rented Sector in Northern Ireland – Proposals for Change

The Committee was provided with copy of response to the Department for Communities' public consultation, 'Private Rented Sector in Northern Ireland – Proposals for Change' and noted that the response had been considered by both the Environmental Health Service Unit and the Building Control Service Unit in conjunction with comments prepared by Environmental Health Northern Ireland.

It was proposed by Councillor A Givan, seconded by Councillor N Anderson, and agreed to recommend that Council approve the comments for submission to the Department for Communities in relation to the consultation on the 'Private Rented Sector in Northern Ireland – Proposals for Change'.

The Vice-Chairman, Alderman J Tinsley, stood down and the Chairman resumed his position in the Chair.

4.7.3.2 Consultation on the Children and Young Peoples Strategy 2017-2027

Members were reminded that, at its last meeting, the Committee had considered a report on consultation by the Department of Education on the Children and Young Peoples Strategy 2017-2027 with a closing response date of 27 February 2017.

The Committee was provided with copy response to the consultation from officers in the Environmental Health Service Unit.

It was proposed by Councillor T Morrow, seconded by Councillor A McIntyre, and agreed to recommend that the Council retrospectively approve the comments submitted to the Department of Education in relation to the Consultation on Children and Young Peoples Strategy 2017-2027.

4.7.3.3 Consultation on the Public Health Agency Draft Corporate Plan 2017-2021

The Committee was provided with a paper outlining comments from Officers within the Environmental Health Service Unit in relation to Department of Health's consultation on the Public Health Agency Draft Corporate Plan 2017-2021 which had a response date of 17 February 2017.

It was proposed by Alderman T Jeffers, seconded by Councillor A Givan, and agreed to recommend that Council retrospectively approve the comments submitted to the Department of Health consultation on the Public Health Agency Draft Corporate Plan 2017-2021

4.7.3.4 Consultation on the Regulations Restricting Smoking in Private Vehicles when Children are Present

Members were reminded that, at its last meeting, the Committee had considered a report on consultation from the Department of Health on Regulations Restricting Smoking in Private Vehicles when Children are Present which had a closing response date of 3 March 2017.

4.7.3.4 Consultation on the Regulations Restricting Smoking in Private Vehicles when Children are Present (Contd)

The Committee was provided with a response to the consultation from Officers in the Environmental Health Service Unit that took into consideration comments from Environmental Health Northern Ireland (EHNI) relating to the Draft Regulations,

It was proposed by Councillor H Legge, seconded by Councillor A McIntyre, and agreed to recommend that Council retrospectively approve the comments submitted to the Department of Health in relation to the Consultation on Draft Regulations Restricting Smoking in Private Vehicles When Children Are Present.

4.7.4 Service Level Agreement between Lisburn & Castlereagh City Council and the Drinking Water Inspectorate

Members were advised of a previous function carried out by the former Eastern Group Environmental Health Committee, which included sampling on behalf of the Drinking Water Inspectorate who now wished to agree a similar Service Level Agreement with the 11 Councils.

Members were advised regarding the 8 private water supply sites within the Council area and the functions carried out by the Environmental Health Service Unit. It was noted that the Drinking Water Inspectorate covered all associated costs and there was no cost to the Council. The Committee was provided with copy of the operational Service Level Agreement between the Council and the Drinking Water Inspectorate.

It was proposed by Councillor T Morrow, seconded by Councillor H Legge, and agreed to recommend that Council approve the operational Service Level Agreement with the Drinking Water Inspectorate.

Items for Noting

It was proposed by Councillor A Givan, seconded by Councillor H Legge, and agreed that the following items (Items 4.7.2 to 4.7.9) be noted.

4.7.5 Health and Well-Being

4.7.5.1 Test Purchase Exercise for Tobacco Products

The Committee noted that a test purchase exercise for tobacco products had been conducted in November 2016 and, of 21 premises within the Council area tested, 5 premises had failed. In response to a query by Alderman J Tinsley, it was confirmed that there would be an escalation of enforcement policy in cases where there were repeated offences.

4.7.5.2 Tobacco Control Smoking Shelter Survey

The Committee noted that, in January 2017, the Environmental Health Service Unit had carried out a survey of 18 licensed premises within the Council area relating to smoking shelters to ensure compliance with the Smoking (Northern Ireland) Order 2006 and there were no issues arising with any of the premises.

The Chairman, having declared an interest in the following item, stood down and Vice-Chairman, Alderman J Tinsley, took the chair.

4.7.6 Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 – Roads Closure

The Committee was reminded that this matter had been previously considered at its meetings in December 2016 and January 2017.

The Committee noted that additional correspondence had now been received advising that the Order had been made on 25 January 2017 and would be commenced on 4 September 2017. Fees had already been agreed and the Environmental Health Service Unit would now develop guidance and procedures in line with the other 10 Councils through Environmental Health Northern Ireland.

The Vice-Chairman then stood down and the Chairman resumed his position in the Chair.

4.7.7 Unmanned Aerial Vehicle (UAV)/Drones

Members were provided with information regarding Unmanned Aerial Vehicles (UAV), more commonly known as drones. In view of their growing popularity, it was noted that controls on their use in the Council's green spaces/parks would be included in pending Council bye-laws.

4.7.8 Pest Control Service Delivery

Members were reminded that the Committee had previously considered the delivery of pest control service at its meetings in December 2016 and January 2017 and that it had been agreed that Council would continue to provide a free-of-charge service to pensioners but would increase service charges (commensurate with the open market) to members of the public who pay for those services.

The Committee was provided with and noted a procedural document outlining the type and level of service available and the charging structure.

4.7.9 Consultations for Noting

4.7.9.1 Consultation on the Adoption and Children (Northern Ireland) Bill 2017

The Committee noted consultation on the Adoption and Children (Northern Ireland) Bill 2017.

#### 4.8 Report by Head of Service (Operational Services)

##### Items for Noting

It was proposed by Councillor T Morrow, seconded by Councillor A Givan and agreed that the following items (Items 4.7.1 to 4.7.5) be noted.

##### 4.8.1 Service Update: Refuse Collection

The Committee was provided with a detailed update in respect of refuse collection route changes affecting the Carryduff Depot as well as the introduction of other efficiency measures and it was noted that the changes would be in place by the beginning of the new financial year.

It was proposed by Councillor N Anderson, seconded by Councillor B Mallon and agreed to note the service update relating to the refuse collection arrangements at the Carryduff Depot.

##### 4.8.2 Street Cleansing Services: Street Works (NI) Order

The Committee noted an update report on additional training being provided for street cleansing staff in order to ensure compliance with the requirements of the Street Works (NI) Order.

##### 4.8.3 Cleansing Services: Illegal Dumping Update

The Committee was provided with and noted a report outlining the illegal dumping figures for January 2017.

Members expressed concern about particular hotspots for illegal dumping and discussed the possible introduction of overt surveillance measures at these hotspots. Councillor T Morrow referred to the Green Mile Initiative by the Belfast Hills Partnership. Officers were asked to investigate these proposals and report back to the Committee.

##### 4.8.4 NI Water: Roadworks along Ballykeel Road, Moneyreagh

The Committee noted that a rolling roadworks programme was under way along the Ballykeel Road, Moneyreagh, with trenching works due for completion by the end of March 2017 and that alternative cleansing arrangements were in place to facilitate the Council's services.

##### 4.8.5 Department for the Economy: Apprenticeship Levy

The Committee noted information relating to the Department for the Economy's Apprenticeship Levy and were advised that officers were considering the implications of the scheme and would provide a further update when feedback from the employer engagement consultation process had been received and considered.

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, Councillor J Baird, 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 financial or business affairs of the organisation concerned (including the Council holding that information);

Item 5.2: Confidential due to information relating to financial or business affairs of the organisation concerned (including the Council holding that information);

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

Item 5.4: Confidential due to information relating to financial or business affairs of the organisation concerned (including the Council holding that information);

Item 5.5: Confidential due to information which is likely to reveal the identity of an individual;

Item 5.6: Confidential due to information which is likely to reveal the identity of an individual;

Item 5.7: Confidential due to information relating to financial or business affairs of the organisation concerned (including the Council holding that information);

Item 5.8: Confidential due to information relating to financial or business affairs of the organisation concerned (including the Council holding that information);

"In Committee"

It was proposed by Councillor A McIntyre, 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 being present.

Items for Decision

5.1 Tender Report for the Supply and Delivery of Personal Protection Equipment (PPE)

It was proposed by Councillor H Legge, seconded by Councillor L Poots, and agreed to recommend that Council approve the tender for supply and delivery of PPE as set out in the Officer's report.

5.2 Financial Appraisal for the Provision of a Kerbside Sort Service for the Collection and Recycling of Dry Recyclables from Households within the Lisburn & Castlereagh City Council Area

It was proposed by Councillor B Mallon, seconded by Councillor A McIntyre, and agreed to recommend that Council approve the financial appraisal for the provision of a kerbside sort service for the collection and recycling of dry recyclables from households within the Lisburn & Castlereagh City Council area.

5.3 Financial Appraisal – Water Treatment, Monitoring and Maintenance of Water Feature at Market Square, Lisburn

In response to concern expressed by Councillor A Givan about the level of maintenance costs for the water feature at Market Square, Lisburn, Officers provided further detail on the various elements of the costs and the health and safety needs that were involved.

It was proposed by Councillor A Givan, seconded by Alderman J Tinsley, and agreed to recommend that Council approve the financial appraisal for the purpose of procuring the services of a contractor to carry out water treatment, monitoring and maintenance of water feature at Market Square and commencement of the procurement process in accordance with Council procedures.

5.4 Preliminary Expenditure Application for the Provision of a Haulage Service for Leachate and the Reception and Treatment of Leachate

It was proposed by Councillor T Morrow, seconded by Councillor A Givan, and agreed to recommend that Council approve the preliminary expenditure application for the provision of a haulage service for leachate and the reception and treatment of leachate and that a financial appraisal be carried out.

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor B Mallon and agreed that the following items (Items 5.5 to 5.8) be noted

5.5 Agency Staff

The Committee was provided with and noted content of information relating to the use of agency staff within the Environmental Services Directorate.

5.6 Rolling Year Absence Figures for Environmental Services

The Committee was provided with and noted details of the rolling year absence figures for the period April 2015 to January 2017 together with the monthly absence figures for the period April 2016 to January 2017.

5.7 Full Circle Generation Presentation

The Committee was provided with and noted copy of a presentation given by Full Circle Generation during the tour of site on Thursday, 2 February 2017.

Additional Confidential Report

5.8 arc21 Residual Project Action from JC Meeting 26 January 2017

The Committee was provided with and noted a report from arc21 outlining a range of possibilities for the management of the determination process regarding arc21's planning application for developing waste treatment facilities at Hightown Quarry following the Northern Ireland Assembly Elections on 2 March 2017.

Resumption of Normal Business

It was proposed by Councillor H Legge, seconded by Councillor A McIntyre, and agreed to come out of committee and normal business was resumed.

6. Any Other Business

6.1 Chewing Gum Action Group

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson and agreed that officers be asked to participate in the Chewing Gum Action Group, an initiative sponsored by Wrigleys, with a pilot project.

6.2 CIWM Spring Conference & Exhibition, 29 March 2017

Members were provided with and noted information on the CIWM Spring Conference and Exhibition taking place at the EIKON Exhibition Centre on 29 March 2017. Any Member wishing to attend the conference was asked to notify Member Services.

6.3 Derriaghy Allotments – Councillor A McIntyre

In response to a query by Councillor A McIntyre regarding untended allotment plots, the Director of Environmental Services advised that allotments were managed by the Council's Corporate Services Unit rather than Environmental Services and that she would pass the query to the relevant officer.

6.4 Dog Fouling – Councillor N Anderson

Councillor N Anderson referred to an initiative introduced by Councils in England whereby dog owners were fined if they were found not to have a bag or other receptacle with which to collect their dog's faeces. The Head of Service (Environmental Health) indicated that this and other initiatives were being considered to address dog fouling.

There being no further business, the meeting was terminated at 6.54 pm.

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Mayor/Chairman