

LISBURN & CASTLEREAGH CITY COUNCIL

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

PRESENT:

Councillor J Gray MBE (Chairman)

The Right Worshipful the Mayor, Councillor U Mackin

Aldermen T Jeffers and J Tinsley

Councillors B Bloomfield MBE, O Gawith, A Givan, B Hanvey, A McIntyre, B Mallon and T Mitchell

IN ATTENDANCE

Director of Environmental Services

Head of Service (Building Control)

Head of Service (Technical & Estates)

Head of Service (Waste Management and Operations)

Interim Head of Service (Environmental Health) (SC)

Member Services Officer

Commencement of Meeting

The Chairman, Councillor J Gray, welcomed everyone to the December 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 Alderman SP Porter, Councillor J Baird, Councillor H Legge 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. No Declarations of Interest were received.

3. Minutes

3.1 Minutes of the Environmental Services Committee Meeting held on 7 November 2018

It was proposed by Alderman J Tinsley, seconded by Councillor A Givan, and agreed that the minutes of the meeting of the Environmental Services Committee held on 7 November 2018, as adopted at the meeting of Council held on 27 November 2018, be confirmed and signed.

3.2 Matters Arising from the Minutes

3.2.1 WI Commemoration Plaque at Drumbeg

Councillor B Bloomfield referred to Item 6.3 of the Minutes of 7 November 2018 and advised that, while the plaque to be re-erected commemorated the 50th anniversary of the local WI branch, the group's 60th anniversary was approaching in 2019. At his request, the Director of Environmental Services confirmed that the plaque would either be amended or replaced in order to mark the 60th anniversary before being re-erected in the village.

"In Committee"

It was proposed by Alderman T Jeffers, seconded by Councillor B Mallon, and agreed that the following matters be considered "in committee", in the absence of members of the press and public.

4. 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 Gray, advised that the matters contained in the confidential report would be dealt with "In Committee" for the following reasons:

Item 4.1: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 4.2: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 4.3: 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 4.4: Confidential due to information in which a claim to legal professional privilege could be maintained in legal proceedings

4. Confidential Business (Contd)

Item 4.5: Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 4.6: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 4.7 Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 4.8 Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 4.9 Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 4.10 Confidential due to information which is likely to reveal the identity of an individual

4.1 Drumlough Outstanding Land Lease

It was proposed by Councillor A McIntyre, seconded by Councillor B Bloomfield, and agreed to recommend that Council approve that a second letter be sent to the landowner requesting completion of the lease agreement and, should this fail, that the Council proceed to formally explore options to secure the land.

4.2 Charges for 2019/2020

The Committee was provided with details of the proposed charges for the Environmental Services Directorate for 2019/2020.

It was proposed by Councillor T Mitchell, seconded by Councillor A McIntyre, and agreed to recommend that Council approve the Environmental Services Directorate charges for 2019/2020 and it was also agreed to recommend that the Amenity Collection and Pest Control services should continue free of charge for 2019/2020.

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor A Givan, and agreed that the following items (Items 4.3 to 4.10) be noted.

4.3 Planning Enforcement – Cases with Court Proceedings for December 2018

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

4.4 Ongoing Legal Proceedings – Noise Complaint

The Committee was provided with copy and noted an update report on the ongoing legal proceedings relating to a noise complaint.

4.5 Tender for Planned Preventative Maintenance – Gas Detection Equipment

The Committee was provided with copy of the tender report and noted the award of the tender for Planned Preventative Maintenance - Gas Detection Equipment within Lisburn & Castlereagh City Council buildings as recommended in the tender report.

4.6 Tender for Planned Preventative Maintenance – Passenger Lifts

The Committee was provided with copy of the tender report and noted the award of the tender for Planned Preventative Maintenance - Passenger Lifts within Lisburn & Castlereagh City Council buildings as recommended in the tender report.

4.7 Tender for Planned Preventative Maintenance – Fuel Tanks

The Committee was provided with copy of the tender report and noted the award of the tender for Planned Preventative Maintenance – Fuel Tanks within Lisburn & Castlereagh City Council buildings as recommended in the tender report.

4.8 arc21 Joint Committee Meeting – Tuesday 4 December 2018

The Committee was provided with copy and noted the papers in relation to the arc21 Joint Committee meeting held on Tuesday 4 December 2018 and the associated arc21 Members Bulletin.

4.9 The Safety Advisory Group Minutes

The Committee was provided with copy and noted the Minutes of the Safety Advisory Group meetings held on 17 October 2018.

4.10 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.

Resumption of Normal Business

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

5. Report from the Director of Environmental Services

Items for Noting

It was proposed by Councillor T Mitchell, seconded by Alderman T Jeffers, and agreed that the following items (Item 5.1 to 5.3) be noted.

5.1 Reminder - Environmental Services Committee: Date and Time of January 2019 Meeting

The Committee noted that the date of the January 2019 Environmental Services Committee meeting was Wednesday 9 January 2019 with a start time of 5.30pm.

5.2 Environmental Services Trading Accounts – Period 7

The Committee was provided with copies and noted the Environmental Services Trading Accounts for Period 7.

5.3 Environmental Services Directorate Risk Register

The Committee was provided with copy and noted the following Departmental and Service Unit Risk Registers: Environmental Services Departmental Risk Register; Building Control Risk Register; Environmental Health Risk Register; Waste Management and Operations Risk Register; and Technical and Estates Risk Register.

5.4 Report by the Head of Service (Waste Management and Operations)

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor B Mallon, and agreed that the following items (Item 5.4.1 to 5.4.4) be noted.

5.4.1 European Week for Waste Reduction (EWWR)

The Committee was provided with and noted details of promotions, events and competitions arranged by Waste Management to mark European Week for Waste Reduction 2018 from 17-25 November 2018.

5.4.2 Behavioural Change Fund for Recycling Communications Update

The Committee was provided with copy and noted a progress update about each of the planned communication methods that would be included in the 'Recycle Right' communication campaign.

5.4.3 Service Update – Refuse Collection

5.4.3.1 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.

5.4.4 Cleansing Services: Illegal Dumping Update

The Committee was provided with copy and noted illegal dumping statistics for October 2018.

5.5 Report from Head of Service (Building Control)

Item for Decision

5.5.1 Street Naming off Plantation Mews, Lisburn

The Committee was advised that WGK Construction had proposed the street name for a development of 13 dwellings off Plantation Mews, Lisburn.

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

It was proposed by Councillor A McIntyre, seconded by the Right Worshipful the Mayor, Councillor U Mackin, and agreed that the street name, Ballymullan Manor, be allocated to this proposed development of 13 dwellings off Plantation Mews, Lisburn.

Items for Noting

It was proposed by Councillor A Givan, seconded by Councilor a McIntyre, and agreed that the following items (Item 5.5.2 to Item 5.5.6) be noted.

5.5.2 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 August to October 2018

Month	Full Plan Approvals	Regularisation Certificates
August 2018	113	44
September 2018	76	38
October 2018	116	45

5.5.3 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 August to October 2018 returned to the Department of Finance, Land and Property Services.

Month	Completion Notice Ready Numbers
August 2018	77
September 2018	46
October 2018	65

5.5.3 Department of Finance – Completion Notice Ready Report to Land & Property Services (Contd)

Arising from a query at the November Committee meeting in relation to trends in CNR properties, the Committee was provided with and noted a graph tracking CNR numbers since the formation of the new Council.

5.5.4 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'
July 2018	61	28	30	2
August 2018	64	25	30	9
Sept 2018	64	27	30	5
October 2018	60	40	30	14

The Head of Service (Building Control) updated the Committee on referral targets and project funding for the current financial year.

5.5.5 Land and Property Services (LPS) New Dwelling Statistical Reports Q3 2018

The Committee was provided with copy and noted information in relation to Land and Property Services New Dwelling Statistical Reports for Q3, 2018.

5.5.6 Annual Building Control Northern Ireland Fire Safety Conference – 7 and 8 February 2019

The Committee was provided with copy and noted information regarding the 23rd Annual Building Control NI Fire Safety Conference to be held in Armagh City Hotel on 7 and 8 February 2019.

It was proposed by Alderman T Jeffers, seconded by Councillor A Givan, and agreed that the Chairman and Vice-Chairman, or their nominees, be nominated to attend the conference.

Additional Report by the Head of Service (Building Control)

5.5.7 Street Naming off Ravernet Road, Lisburn

The Committee was advised that Lanyon Homes NI Ltd had proposed the street name for a development of 9 dwellings off Ravernet Road, Lisburn.

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

5.5.7 Street Naming off Ravernet Road, Lisburn (Contd)

It was proposed by Councillor A Givan, seconded by the Right Worshipful the Mayor, Councillor U Mackin, and agreed that the street name, Postmasters Walk, be allocated to this proposed development of 9 dwellings off Ravernet Road, Lisburn.

5.6 Report by the Head of Service (Technical and Estates)

Item for Noting

It was proposed by Councillor A Givan, seconded by Councillor T Mitchell, and agreed that the following items (Items 5.6.1 to 5.6.3) be noted

5.6.1 Moss Road Landfill Site Closure Plan

The Committee was provided with copy and noted a letter dated 12 November 2018 from Northern Ireland Environment Agency confirming approval of the Moss Road Landfill Site Closure Plan. The Committee also noted that the Implementation Plan would now be progressed.

5.6.2 Garden of Reflection

The Committee noted that the Garden of Reflection had been completed and that arrangements for an appropriate opening event were being progressed.

5.6.3 Space Planning Project

The Committee noted that the works required to relocate staff from Bradford Court to the Lagan Valley Island had been completed and staff had now transferred.

The Chairman stated that the relocation exercise had been a great upheaval and she thanked all the staff involved.

5.7 Report from the Interim Head of Service (Environmental Health)

Item for Decision

5.7.1 Consultation for Retrospective Approval

The Committee was provided with copy of comments on the Consultation on Equine Identification in Northern Ireland - Horse Passport Regulations (Northern Ireland) 2018 which had been forwarded to DAERA on behalf of Lisburn & Castlereagh City Council.

It was proposed by Alderman J Tinsley, seconded by Councillor O Gawith, and agreed to recommend that Council grant retrospective approval in relation to the submission of the response to the consultation.

Items for Noting

It was proposed by Councillor B Mallon, seconded by Councillor A McIntyre, and agreed that the following items (Item 5.7.2 to 5.7.7) be noted.

5.7.2 Council Health & Safety Procedures (CHASPs)

The Committee was provided with copy and noted a report in relation to the update and review of the Council's Health and Safety Procedures.

5.7.3 ONUS Workplace Domestic Violence Awards Ceremony
- 14 November 2018

The Committee was provided with copy and noted a report in relation to the ONUS Awards which had been hosted by the Council on Wednesday 14 November 2018 and the issue of the Platinum Award which was received by the Council in recognition of the work carried out on domestic violence in the workplace.

The Chairman, Councillor J Gray, noted that the Council had progressed from a Gold award in 2017 to a Platinum award in 2018 and she stated that this achievement was down to the hard work of the staff involved and she thanked them for their efforts.

5.7.4 Carbon Monoxide Awareness Month – November 2018

The Committee was provided with copy and noted a report in relation to Carbon Monoxide Awareness Month together with correspondence received from the Department of Health.

5.7.5 European Week for Waste Reduction – Cell Batteries Safety

The Committee noted a report in relation to the Environmental Health Service Unit's collaboration with the Waste Management and Operations Unit to promote the dangers of cell batteries during European Week for Waste Reduction.

5.7.6 Extension of Public Health Agency (PHA) Tobacco Control Contract

The Committee was provided with and noted copy correspondence from the Public Health Agency indicating that they would be extending the shared Tobacco Control Contract beyond 31 March 2019 for a period of 12 months.

5.7.7 Lisburn & Castlereagh Safety Advisory Group

The Committee was provided with copy and noted the updated Terms of Reference for the Safety Advisory Group and the appointment of the Director of Environmental Services as Chair of the Group.

6. Any Other Business

6.1 Nitrogen Dioxide Air Quality Initiative – Councillor J Gray

The Chairman, Councillor J Gray, advised regarding an initiative taking place in Scotland whereby people were requested not to leave engines idling while waiting outside primary or secondary schools to collect children.

It was proposed by Councillor O Gawith, seconded by Alderman J Tinsley, and agreed to recommend to Council that officers be asked to investigate liaison by the Council with local schools to discourage people leaving engines idling while waiting to pick up children.

6.2 Air Pollution in Dundonald – Alderman T Jeffers

In response to a request by Alderman T Jeffers, the Interim Head of Environmental Health Services provided an update on arrangements for air monitoring in Dundonald. It was noted that the proposed relocation of the monitoring station would proceed in the new financial year in April 2019.

There being no further business, the meeting was terminated at 6.01 pm.

Mayor/Chairman