

**LISBURN & CASTLEREAGH CITY COUNCIL**

**Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 6 December, 2017 at 5:30 pm**

**PRESENT:**

Councillor J Gray MBE (Vice-Chairman)

Aldermen SP Porter and J Tinsley

Councillors N. Anderson, O Gawith, A Givan, B Hanvey, A McIntyre, B Mallon, L Poots

**IN ATTENDANCE:**

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)  
Member Services Officer

**Commencement of Meeting**

In the absence of the Chairman, Alderman T Jeffers, the Vice-Chairman, Councillor J Gray, chaired the meeting. Members passed their wishes for a speedy recovery to the Chairman, Alderman T Jeffers, following his recent illness.

The Vice-Chairman welcomed everyone to the December meeting of the Environmental Services Committee and 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; the Deputy Mayor, Councillor H Legge; the Chairman, Alderman T Jeffers; Alderman M Henderson, Councillor J Baird and Councillor T Mitchell.

2. **Declarations of Interest**

The Vice-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 1 November 2017

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

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 Vice-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 relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 4.5: Confidential due to information which is likely to reveal the identity of an individual

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

“In Committee”

It was proposed by Councillor N Anderson, 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.

Items for Decision

(Councillor L Poots arrived at 5.37 pm)

4.1 Off-Street Car Parking – Enforcement Contract Post October 2019

The Committee was provided with copy of the AECOM report and it was proposed by Alderman J Tinsley, seconded by Councillor B Hanvey, and agreed to recommend that Council approve the recommendations as set out in the officer’s report.

4.2 Department for Communities – Future Affordable Warmth Scheme Funding Suggestions

The Committee was provided with copy of an update report on the Affordable Warmth Scheme and it was proposed by Alderman J Tinsley, seconded by Councillor L Poots, and agreed to recommend that Council approve the recommendations as set out in the officer’s report.

Items for Noting

It was proposed by Alderman J Tinsley, seconded by Alderman SP Porter, and agreed that the following items (Items 4.3 to 4.8) be noted.

4.3 Planning Enforcement – Cases with Court Proceedings for December 2017

The Committee was provided with and noted copy of a table on enforcement cases with court proceedings for December 2017.

4.4 arc21 Joint Committee Meeting – Thursday 26 October

The Committee was provided with and noted copy papers for the Joint Committee Meeting held on 26 October 2017 and the associated arc21 Members’ Monthly Bulletin together with copy of correspondence from arc21 providing an update on the application for the judicial review in connection with Residual Waste Treatment Project.

4.5 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.

4.6 Notification of Framework Agreement for Provision of Mechanical Services to Council Facilities and Framework Agreement for Provision of Electrical Services to Council Facilities

The Committee was provided with and noted copy tender reports in respect of the framework agreements for provision of mechanical services and for provision of electrical services.

4.7 Emergency Planning – Southern Emergency Preparedness Group Agreed Arrangements

The Committee noted a report in relation to the agreed arrangements for the Southern Emergency Preparedness Group.

4.8 Tender – Haulage of Residual and Green Waste from Councils Household Recycling Centres

The Committee noted that the tender for the haulage of residual and green waste has been screened under Section 75 of the Northern Ireland Act 1998 and it had not been deemed necessary to carry out an Equality Impact Assessment.

Resumption of Normal Business

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre, 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 B Hanvey, seconded by Councillor N Anderson, and agreed that the following items (Items 5.1 to 5.8) be noted.

5.1 Environmental Services Committee: January 2018 – Change of Date of Meeting

The Committee noted the change of date for its meeting in January 2017, with the meeting being moved to 10 January 2017.

5.2 Environmental Services Trading Accounts – Period 7

The Committee was provided with copy 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 Environmental Services Directorate Risk Register.

In response to Members' queries, officers provided clarification regarding proposed measures to mitigate the risks relating to waste management targets.

(Councillor A Givan arrived at 5.46 pm)

5.4 Regional Waste Management Needs – Priorities and Proposals for the Northern Ireland Region

The Committee was provided with and noted the Terms of Reference of the Joint Local and Central Government Waste Working Group – Fly-Tipping Sub Group.

5.5 Letter from NI Environmental Agency (NIEA) to all Councils in Northern Ireland Requesting Information on the Collection of Food Waste

The Committee was provided with copy and noted a letter from NI Environment Agency (NIEA) issued to all Councils regarding the collection of food waste, and also noted that a reply had been issued.

5.6 Letter from NI Amenity Council regarding the Best Kept Awards

The Committee was provided with and noted copy of a letter from NI Amenity Council regarding the Best Kept Awards.

It was agreed that a suggestion by Councillor J Tinsley that the Council consider hosting a future meeting of the NI Amenity Council would be referred to the Head of Service (Parks & Amenities) in the Leisure and Community Services Directorate, who was responsible for this issue.

5.7 Letter from Food Standards Agency regarding EU Exit – Food Standards Agency Engagement with District Councils

The Committee was provided with and noted copy of a letter from the Food Standards Agency regarding EU Exit – Food Standards Agency Engagement with District Councils.

5.8 Email from NI Housing Executive (NIHE) with an Amended Map from the Extinguishment of the Public Rights of Way at Gregg Street Mews

The Committee was provided with and noted copy of an email and amended map from NI Housing Executive regarding the Extinguishment of Public Rights of Way at Gregg Street Mews, Lisburn.

5.9 Report by Head of Service (Environmental Health)

Items for Decision

5.9.1 Consultations for Approval

5.9.1.1 Long-Term Water Strategy – Actions for Local Councils

The Committee was provided with copy of a proposed response to this consultation that had been jointly drawn up by the Environmental Health Service Unit and the Planning Unit.

It was proposed by Councillor A McIntyre, seconded by Councillor O Gawith, and agreed to recommend that Council approve the response in relation to the Long-term Water Strategy – Actions for Local Councils consultation.

5.9.1.2 Consultation in relation to the Fluorinated Greenhouse Gases Amendment Regulations 2017

The Committee was provided with copy response to consultation from the Department of Agriculture, Environment and Rural Affairs relating to the Proposed Fluorinated Greenhouse Gases Amendment Regulations 2017.

It was proposed by Councillor A McIntyre, seconded by Councillor O Gawith, and agreed to recommend that Council approve the response in relation to the Proposed Fluorinated Greenhouse Gases Amendment Regulations 2017 consultation.

5.9.2 Private Rented Sector – Impact of the Private Tenancies (Northern Ireland) Order 2006

It was agreed that this item be deferred for consideration under 'Items for Noting'.

5.9.3 Workplace Charter on Domestic Violence Gold Award

The Committee noted a report on the Workplace Charter on Domestic Violence Gold Award which had been received by the Council at an awards ceremony held in Mossley Mill, Newtownabbey, on 8 November 2017.

It was proposed by Alderman J Tinsley, seconded by Councillor B Mallon, and agreed to recommend that the Council agree to host the 2018 Workplace Charter on Domestic Violence award ceremony.

5.9.4 Animal Welfare Information Sharing Protocol

It was proposed by Councillor N Anderson, seconded by Councillor O Gawith, and agreed to recommend that the Council grant approval for the Chief Executive to sign the Animal Welfare Information Sharing Agreement between the Police Service of Northern Ireland and regional councils, including Lisburn & Castlereagh City Council.

5.9.5 The Dogs (Northern Ireland) Order 1983 – Rehoming of Dogs

The Committee was asked to consider the provision of a health check and first vaccination for dogs transferred from the dog pound to animal sanctuaries in lieu of a donation.

The Vice-Chairman commended the staff working in the Council's dog pound for their efforts in successfully rehoming dogs.

In response to Members' queries, the Head of Service (Environmental Health) undertook to report back to Committee detailing the costs of providing health checks and vaccination in addition to, rather than in lieu of, the current donation to animal sanctuaries and to include in that report information relating to the number of dogs being euthanised by the Council together with comparative figures for neighbouring Councils.

5.9.6 The Food Safety (Northern Ireland) Order 1991 – Public Analyst Appointment

It was proposed by Councillor O Gawith, seconded by Councillor A Givan, and agreed to recommend that the Council approve the appointment of the following persons as Public Analysts to the Council under Article 27 (1) of The Food Safety (Northern Ireland) Order 1991:

Ronald Anthony Ennion BSc, MChemA, CChem, FRSC, MIFST  
Watney Elizabeth Moran MSc, MChemA, CChem, FRSC  
Duncan Kenelm Arthur BSc, MChemA, CChem, MRSC  
Nigel Kenneth Payne MSc, MChemA, CChem, MRSC  
Joanne Hubbard BSc, MChemA, CChem, MRSC  
Kevin Wardle MSc, MChemA, CChem, MRSC  
Lilian Emma Jane Downie MChem, MChemA, CChem, MRSC

Items for Noting

It was proposed by Councillor B Hanvey, seconded by Alderman SP Porter, and agreed that the following items (Item 5.9.7 to 5.9.16) be noted.

5.9.7 Private Rented Sector – Impact of the Private Tenancies (Northern Ireland) Order 2006

This item had been deferred for consideration at Item 5.9.2 earlier in the meeting.

The Committee was provided with copy and noted communication from the Department for Communities, Private Rented Sector Branch, highlighting the activity in enforcement within the private rented housing sector by Councils in year 2016-2017 together with specific details of activity within the Council area.

5.9.8 Consultation for Noting

5.9.8.1 Consultation on a Fundamental Review of Social Housing Allocations

The Committee noted a consultation document received from the Department for Communities on a Fundamental Review of Social Housing Allocations and also noted that there was no impact for the Council.

5.9.9 Introduction of the Private Water Supplies Regulations (Northern Ireland) 2017

The Committee noted the introduction of the Private Water Supplies Regulations (Northern Ireland) 2017.

5.9.10 Council Health & Safety Procedures (CHaSPs)

The Committee was provided with an updated list of the suite of CHaSPs and noted the review of the Display Screen Equipment (DSE) CHaSP and the Alcohol and Drugs in the Workplace CHaSP.

5.9.11 Health and Wellbeing

5.9.11.1 Lisburn & Castlereagh Home Accident Prevention (LCHAP)

The Committee noted a report in relation to the Lisburn & Castlereagh Home Accident Prevention Group and the creation of the Lisburn & Castlereagh Home Accident Prevention Information Sharing Group.

Councillor A Givan, who was a Council representative on the Home Accident Prevention Group, explained the reasons for reforming the group and advised that the new group would focus on under 5s and over 65s. He expressed thanks to the staff of the Home Accident Prevent Group for their work over many years and asked that a letter of thanks be issued to the coordinator.

(Councillor N Anderson left the meeting at 6.01 pm)

5.9.11.2 Publicly Accessible Defibrillators

The Committee noted the installation of the 12 publicly accessible defibrillators within the Council area.

Members noted that the defibrillator at Lough Moss Leisure Centre was located indoors and the Head of Service (Environmental Health) undertook to report back to Committee regarding the possibility of providing a defibrillator that would be accessible to those using outdoor leisure facilities when the Centre was closed.

(Councillor N Anderson returned to the meeting at 6.06 pm)



5.9.11.3 Tobacco Control – Test Purchasing

The Committee was provided with copy and noted reports detailing the outcomes following the sale of tobacco products from test purchasing exercises carried out on Thursday 11 May 2017 and Tuesday 11 July 2017.

The Head of Service (Environmental Health) responded to Members' queries regarding enforcement of the regulations including level of fixed penalties, prosecution of repeat offenders and the requirement for shop owners to provide staff training.

5.9.12 The Dogs (Northern Ireland) Order 1983 – Dog Control

5.9.12.1 Issue of Fixed Penalty Notices

The Committee noted a report in relation to the instigation of legal proceedings for failure to pay Fixed Penalty Notices for dog related offences.

5.9.12.2 Issue of Dog Control Condition Notices

The Committee was provided with copy and noted a report in relation to the issue of Dog Control Condition Notices between July 2017 and September 2017.

5.9.12.3 Prosecution Outcomes

The Committee was provided with copy and noted a report in relation to the outcomes of recent prosecutions progressed by the Environmental Health Service Unit in relation to dog related offences.

5.9.13 The Betting, Gaming, Lotteries and Amusements (Northern Ireland) Order 1985 (as amended by the Betting and Gaming (Northern Ireland) Order 2004)

The Committee was provided with copy and noted a report in relation to the limited powers of Council in relation to the control of gambling.

5.9.14 Street Trading Act (Northern Ireland) 2001 – Street Trading Designation – Stationary Street Trading Pitches

The Committee was provided with copy of a list of existing stationary street trading pitches within the city and noted a report in relation to proposed stationary street trading pitches and the progression of designation applications for currently non-designated streets.

In response to a query, the Head of Service (Environmental Health) clarified that a trading pitch located on privately owned land did not require a designation application to the Council.

5.9.15 The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 – Roads Closure

The Committee noted a report in relation to the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 and the requirement to publish advertisements in the local paper.

5.9.16 The Safety Advisory Group Minutes

The Committee was provided with copy and noted minutes of the Safety Advisory Group meeting held on Wednesday, 20 September 2017.

5.10 Report by Acting Head of Service (Operational Services)

Items for Noting

It was proposed by Councillor A Givan, seconded by Councillor N Anderson, and agreed that the following items (Item 5.10.1 to 5.10.3) be noted.

5.10.1 Letter from Department for Infrastructure regarding Proposed Abandonment at Carnreagh Road, Hillsborough, Proposed Abandonment/Stopping up Hillsborough Road, Moneyreagh.

The Committee was provided with and noted copy of correspondence from the Department for Infrastructure in relation to Abandonment/Stopping Up Orders.

5.10.2 Service Update: Refuse Collection

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.

5.10.3 Cleansing Services: Illegal Dumping Update

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

In response to Members' queries regarding illegal dumping and fly-tipping, the Head of Service (Environmental Health) confirmed that overt cameras were in use at fly-tipping hotspots and had been successful in identifying fly-tippers who had then been issued with fixed penalty notices.

The Head of Service (Environmental Health) also advised that officers took statements from those reporting instances of illegal dumping, littering or dog fouling which could then be used in evidence in the event of a prosecution following non-payment of the fixed penalty.

(Councillor B Mallon left at 6.18 pm and returned at 6.20 pm)

5.11 Report from Head of Service (Building Control)

Items for Decision

5.11.1 Street Naming Off Magheralave Road, Lisburn

The Committee was advised that Gregory Architects had proposed the street name for a development of 7 apartments off the Magheralave Road in Lisburn.

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

It was proposed by Councillor A Givan, seconded by Councillor O Gawith, and agreed that the street name, Hawthorne Court, be allocated to this proposed development of 7 apartments off the Magheralave Road, Lisburn.

5.11.2 Street Naming Off Breton Hall, Lisburn

The Committee was advised that JW & J Porter had proposed the street name for a development of 31 dwellings within the current Breton Hall development.

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

It was proposed by Councillor A McIntyre, seconded by Councillor O Gawith, and agreed that the street name, Breton Park, be allocated to this proposed development of 31 dwellings off Breton Hall, Lisburn.

5.11.3 Consultation on Department for Communities Proposals for Changes to the Affordable Warmth Scheme

The Committee was provided with copy consultation documents on the Department for Communities' proposals for changes to the Affordable Warmth Scheme together with copy of a draft officers' response,

It was proposed by Councillor B Hanvey, seconded by Councillor O Gawith, and agreed to recommend that Council approve the response, subject to and to include any additional Members' comments, for submission to the Department for Communities on behalf of the Council.

(Councillor A McIntyre left the meeting at 6.22 pm)

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor A Givan, and agreed that the following items (Item 5.11.4 to Item 5.11.7) be noted

5.11.4 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, September and October 2017/.

5.11.4 Building Control Applications – Full Plan Applications and Regularisation Certificates (Contd)

Month	Full Plan Approvals	Regularisation Certificates
August 2017	88	53
September 2017	146	42
October 2017	110	35

5.11.5 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 2017 returned to the Department of Finance, Land and Property Services.

Month	Completion Notice Ready
August 2017	61
September 2017	58
October 2017	134

5.11.6 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'
April 2017	108	25	25	19
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			40	
December 2017			40	
January 2018			30	
February 2018			30	
March 2018			30	

The Committee also noted the following update recently provided by NIHE in relation to the scheme outcomes April to October 2017.

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

- 187 referrals made to NIHE in this period
- 255 approvals for works to proceed given by NIHE in this period with value of £855,000 (includes 'slippage' from last year)
- 484 measures included in those approvals
- A total of 232 homes helped through the Scheme in this period.

5.11.7 Annual BCNI Fire Safety Conference – 8 and 9 February 2018

The Committee was provided with copy programme and noted the Annual BCNI Fire Safety Conference taking place in Armagh City Hotel on 8 and 9 February 2018.

It was proposed by Alderman J Tinsley, seconded by Councillor N Anderson and agreed to recommend that the Chair and Vice-Chair, or their nominees, be appointed to attend the BCNI Fire Safety Conference.

5.12 Report from Head of Service (Technical and Estates)

Items for Noting

It was proposed by Councillor N Anderson, seconded by Councillor B Hanvey, and agreed that the following items (Item 5.12.1 to 5.12.4) be noted.

5.12.1 LCCC Waste Education Activities April to September 2017

The Committee noted waste education activities of the Waste Management team during the period April to September 2017.

5.12.2 The Provisional Northern Ireland Local Authority Collected Municipal Waste Management Statistics Report

The Committee noted the publication of the provisional Northern Ireland Local Authority Collected Municipal Waste Management Statistics Report for April to June 2017.

(Councillor A McIntyre returned to the meeting at 6.25 pm)

5.12.3 Waste and Recycling Service Options Appraisal for Lisburn & Castlereagh City Council

The Committee noted an update on the Waste and Recycling Service Options Appraisal for Lisburn & Castlereagh City Council and noted also that the presentation to the Special Environmental Services Committee meeting in January 2018 would focus on the output from the Options Appraisal with a view to the Committee considering the preferred option going forward to Outline Business Case.

5.12.4 Budget Announcement: Illegal Waste Sites

The Committee was provided with copy and noted a briefing on the extension of landfill tax to illegal waste sites.

6. Any Other Business

6.1 Visit to Plant Staff at Council Leisure Facilities – Councillor J Gray

The Vice-Chairman, Councillor J Gray, reported that, together with the Chairman, Alderman T Jeffers, and the Director of Environmental Services, she had recently visited plant staff working at Council leisure facilities including Dundonald International Ice Bowl and the Leisureplex. She recognised the support offered to these facilities through the plant staff and, on behalf of the Committee, she wished to recognise and commend their work.

6.2 Congratulations to Vice-Chairman – Councillor L Poots

On behalf of the Committee, Councillor L Poots congratulated the Vice-Chairman on her very efficient chairmanship of the meeting in the absence of the Chairman.

6.3 Food Waste Bags – Councillor B Hanvey

Councillor B Hanvey referred to the poor quality of food waste bags currently being supplied by Bryson House. The Head of Service (Technical and Estates) advised that the bags were procured through arc21 who were aware of the problem and had issued a Notice for Rectification to the supplier.

There being no further business, the meeting was terminated at 6.31 pm.

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Mayor/Chairman