

**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 November 2018 at 5:30 pm**

**PRESENT:**

Councillor J Gray MBE (Chairman)

The Right Worshipful the Mayor, Councillor U Mackin

The Deputy Mayor, Councillor A Grehan

Aldermen T Jeffers and J Tinsley

Councillors J Baird, B Bloomfield MBE, O Gawith, A Givan, H Legge, A McIntyre, B Mallon, T Mitchell and R Walker

**IN ATTENDANCE**

Chief Executive

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 November 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 and Councillor B Hanvey.

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 of the Environmental Services Committee Meeting held on 3 October 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 3 October 2018, as adopted at the meeting of Council held on 23 October 2018, be confirmed and signed.

“In Committee”

It was proposed by Councillor T Mitchell, seconded by Councillor H Legge, 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 which is likely to reveal the identity of an individual

Item 4.3: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

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 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 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

4. Confidential Business (Contd)

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 in which a claim to legal professional privilege could be maintained in legal proceedings

Item 4.11 Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 4.12 Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 4.13 Confidential due to information relating to the financial or business affairs of the organisation concerned [including the Council holding that information

Item 4.14 Confidential for reason of information which is likely to reveal the identity of an individual.

4.1 Dog Control Orders

The Committee was provided with a progress report on the Dog Control Orders and it was proposed by Alderman T Jeffers, seconded by Councillor B Bloomfield, and agreed to recommend that Council approve the ongoing development of three Dog Control Orders with a view to the final Orders being brought back to Committee for approval at a later date.

4.2 Flexible Retirement Request – Waste Management & Operational Services Unit

The Committee was provided with copy information regarding a request for flexible retirement within the Waste Management and Operational Services Unit.

It was proposed by Councillor B Bloomfield, seconded by Councillor H Legge, and agreed to recommend that Council approve the recruitment of a part-time supervisor and approve the request for flexible retirement from a member of staff within the Operational Services Unit subject to filling the remaining working days each week by recruitment.

4.3 Recruitment – Two Assistant Civic Amenity Supervisor Posts, Waste Management & Operational Services Unit

The Committee was provided with copy information regarding recruitment for two Assistant Civic Amenity Supervisor posts, Waste Management & Operational Services Unit.

It was proposed by Councillor T Mitchell, seconded by Councillor O Gawith, and agreed to recommend that Council approve the recruitment of two Assistant Civic Amenity Supervisor posts on a temporary fixed term contract for one year.

(Councillor J Baird and Councillor A McIntyre arrived at 5.40 pm; the Right Worshipful the Mayor, Councillor U Mackin, arrived at 5.41 pm)

4.4 Recruitment – Kerbside Waste and Recycling Service Review

The Committee was provided with copy information regarding the Project Kerbside Waste and Recycling Service Review. It was proposed by Alderman J Tinsley, seconded by the Deputy Mayor, Councillor A Grehan, and agreed to recommend that the Council approve the recruitment of a temporary Project Manager post.

4.5 Tender for the Design, Fabrication, Delivery, Installation & Commissioning of Four Large (Double Door) Compaction Units, four Ramps, Four Handrails and Two 40 Cubic Yard Compactor Containers for the Cutts Household Recycling Centre

The Committee was provided with copy and it was proposed by Councillor J Baird, seconded by Councillor B Bloomfield, and agreed to recommend that Council approve the Preliminary Expenditure Appraisal and the Financial Appraisal for the design, fabrication, delivery, installation and commissioning of four large (double door) compaction units, four ramps, four handrails and two 40 cubic yard compactor containers for The Cutts Household Recycling Centre to proceed to the tender procurement stage.

4.6 Department of Agriculture, Environment and Rural Affairs (DAERA) and Joint Work with Belfast City Council

The Committee was provided with copy of a report outlining the proposal for collaborative working with Belfast City Council on an opportunity with DAERA.

It was proposed by the Deputy Mayor, Councillor A Grehan, seconded by Councillor J Baird, and agreed to recommend that Council approve in principle the continuation and development of collaborative working and the sharing of resources between LCCC and BCC for the purpose of the DAERA funding opportunity to support the pilot for the kerbside model.

Items for Noting

It was proposed by Councillor A McIntyre, seconded by Councillor O Gawith, and agreed that the following items (Items 4.7 to 4.14) be noted.

4.7 Planning Enforcement – Cases with Court Proceedings for November 2018

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

(Councillor R Walker arrived at 5.47 pm)

4.8 Planning Statistics – Quarter 1, Financial Year 2018-2019

The Committee was provided with copy and noted the Planning Statistics as published by the Department for Infrastructure for period Quarter 1 (April to June), financial year 2018-2019.

4.9 Eunomia April 2018 Report

The Committee was provided with copy and noted the response from Arc21 to the NoArc21 Eunomia report which was issued on 15 October 2018.

4.10 Ongoing Legal Proceedings – Noise Complaint

The Committee noted a verbal update report on the ongoing legal proceedings relating to a noise complaint.

4.11 Future Cemetery Provision – Update

The Committee was provided with copy and noted an update report on future cemetery provision.

4.12 arc21 Joint Committee Meeting – Thursday 25 October 2018

The Committee was provided with copy and noted the papers in relation to the arc21 Joint Committee meeting held on Thursday 25 October 2018 and the associated arc21 Members Bulletin .

4.13 The Safety Advisory Group Minutes

The Committee was provided with copy and noted the Minutes of the Safety Advisory Group meetings held on 19 September 2018

4.14 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.

Additional Confidential Item

4.15 Fatal Refuse Collection Incident in Limavady

In response to a query by Alderman J Tinsley regarding the recent fatality following an accident involving a refuse collection vehicle in Limavady, the Director of Environmental Services advised that the incident would be

4.15 Fatal Refuse Collection Incident in Limavady (Contd)

investigated by the Health and Safety Executive NI and that any findings were likely to be shared across the sector to ensure that lessons were learned and working systems were reviewed and reinforced.

Resumption of Normal Business

It was proposed by Councillor T Mitchell, 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

Item for Decision

5.1 Environmental Services Committee: January 2019 – Change of Date of Meeting

The Committee noted the change of date of the January meeting of the Environmental Services Committee to 9 January 2019 and it was proposed by Councillor J Baird, seconded by Councillor A McIntyre, and agreed that the start time of the meeting should be 5.30 pm.

(Councillor B Mallon arrived at 6.02 pm)

Item for Noting

It was proposed by Councillor A Givan, seconded by the Deputy Mayor, Councillor A Grehan, and agreed that the following item (Item 5.2) be noted.

5.2 Environmental Services Trading Accounts – Period 6

The Committee was provided with copies and noted the Environmental Services Trading Accounts for Period 6.

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

Items for Noting

It was proposed by Councillor O Gawith, seconded by Councillor R Walker, and agreed that the following items (Item 5.3.1 to 5.3.6) be noted.

5.3.1 Consultation for Noting

The Committee was provided with copy and noted the response to DAERA in respect of the consultation on the Draft Fluorinated Greenhouse Gases (Amendment) Regulations (Northern Ireland) 2018.

### 5.3.2 Your Business is Food Pilot Study

The Committee was provided with copy of a Waste and Resources Action Programme (WRAP) report on a Your Business is Food pilot study and noted that the Council's Environmental Health Service Unit intended to partner with WRAP during January and February 2019 to encourage hospitality and food service businesses to try the "Your Business is Food" waste reduction programme.

### 5.3.3 Safeguarding Board for Northern Ireland Multi-Agency Neglect Strategy 2018-2022

The Committee was provided with copy and noted a report by the Safeguarding Board for Northern Ireland entitled Multi-Agency Neglect Strategy 2018-2022.

### 5.3.4 ONUS Workplace Domestic Violence Award Ceremony

The Committee noted a report in relation to the 2018 ONUS Workplace Domestic Violence Award Ceremony which would be held in Lagan Valley Island with the Chairman, Councillor J Gray, receiving the award on behalf of the Council

### 5.3.5 The Litter (Northern Ireland) Order 1994

#### 5.3.5.1 Fixed Penalty Notices

The Committee noted a report in relation to Fixed Penalty Notices for littering and illegal dumping related offences issued during the period 1 July to 30 September 2018.

### 5.3.6 The Dogs (Northern Ireland) Order 1983 – Dog Control

#### 5.3.6.1 Issue of Fixed Penalty Notices

The Committee received a report in relation to the issue of Fixed Penalty Notices for dog related offences during the period 1 July to 30 September 2018 and noted the instigation of legal proceedings in 8 cases where people had failed to pay the fee.

#### 5.3.6.2 Issue of Dog Condition Notices

The Committee was provided with copy and noted a report in relation to the issue of a Dog Control Condition Notice between 1 July 2018 and 30 September 2018.

#### 5.3.6.3 Dog Control – 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.

#### 5.3.6.4 Dog Control Initiatives

The Committee noted a report in relation to the dog control initiatives undertaken by Enforcement Officers from 1 July 2018 to 30 September 2018.

#### Additional Verbal Item

##### 5.3.7 Air Pollution in Dundonald

In response to a query by Alderman T Jeffers regarding the impact of the new Glider transport system on air pollution levels in Dundonald, the Interim Head of Service (Environmental Health) advised that, although early findings indicated a reduction in NO2 levels, monitoring closer to residential properties would continue before any final conclusions could be drawn.

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

#### Item for Decision

##### 5.4.1 Disposable Tea/Coffee Cup Use at LVI

The Head of Service (Waste Management and Operations) responded to Members' queries regarding the introduction of disposable tea/coffee cups at LVI. Alderman T Jeffers thanked officers for progressing this initiative and the Chairman, Councillor J Gray, asked for the issue of a press release to promote the recycling practice and message.

It was proposed by Alderman T Jeffers, seconded by Councillor A McIntyre, and agreed to recommend that Council approve the provision of 144 introductory free reusable cups for use at the Coffee Dock in LVI at a cost of £813.60 which would be met through existing budget provision for communication and education on recycling.

#### Items for Noting

It was proposed by Alderman J Tinsley, seconded by Councillor A Givan, and agreed that the following items (Item 5.4.2 to 5.4.7) be noted.

##### 5.4.2 Receipt of Behavioural Change Fund for Recycling Communications

The Committee was provided with copy and noted the Letter of Offer from the Department of Agriculture, Environment and Rural Affairs (DAERA) in respect of the award of £60,000 of grant funding to the Council to design and implement an assertive 'Recycle Right' Campaign together with copy of a report outlining a variety of communication channels that would be utilised to reach all residents

##### 5.4.3 Eco-Schools Update

The Committee was provided with copy correspondence from Keep Northern Ireland Beautiful regarding the Eco-Schools Programme and noted that schools



#### 5.4.3 Eco-Schools Update (Contd)

in the LCCC area had the highest number of Green Flag awards in Northern Ireland.

The Committee also noted a report detailing the Council's activities to support the Eco-Schools programme.

#### 5.4.4 Recycle Week: 24-30 September 2018

The Committee was provided with copy and noted a report detailing the activities undertaken by the Council for Recycle Week 2018.

#### 5.4.5 Service Update – Refuse Collection

##### 5.4.5.1 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.

#### 5.4.6 Cleansing Services: Illegal Dumping Update

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

#### 5.4.7 NI Local Authority Collected Municipal Waste Management Statistics April – June 2018

The Committee noted the publication of the Northern Ireland Local Authority Collected Municipal Waste Management Statistics Report and was provided with a summary of the report's key points.

The Chairman, Councillor J Gray, welcomed the Council's success in increasing recycling rates and reducing amount of waste sent to landfill.

#### Additional Verbal Items

#### 5.4.8 Camera Surveillance at Fly-Tipping Hot Spots

In response to a query by Councillor A Givan, the Interim Head of Service (Environmental Health) confirmed that overt cameras were still in operation at fly-tipping hotspots and she advised that an additional 4 overt cameras were being procured to extend the coverage.

The Director of Environmental Service stated that the Council had been the first in Northern Ireland to secure a prosecution using camera evidence and she hoped that further successful prosecutions would ensue. It was noted that the Chairman and Vice-Chairman would be participating in a photo shoot to highlight the use of cameras as a deterrent to fly-tipping within the Council area.

(Councillor O Gawith left the meeting at 6.21 pm)

#### 5.4.9 Household Recycling Centres (HRCs)

In response to a query by Alderman T Jeffers, the Director of Environmental Services outlined the works completed to date to analyse HRC needs within the Council area. She outlined the key findings of the spatial analysis of the HRCs in the Council area and that two preferred locations for HRCs had been identified, one to the east at Carryduff and one to the west at Knockmore. In response to further queries the Head of Service (Technical & Estates) advised that options around land assembly needed to be concluded so as to confirm the preferred site in the west of the Council area. He outlined the issues arising when a HRC was located close to a boundary with another Council and advised that the HRC at the Cutts, Derriaghy, fell within this category.

#### 5.5 Report from Head of Service (Building Control)

##### Items for Noting

It was proposed by Councillor A McIntyre, seconded by Councillor R Walker, and agreed that the following items (Item 5.5.1 to Item 5.5.3) be noted

##### 5.5.1 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 July to September 2018

Month	Full Plan Approvals	Regularisation Certificates
July 2018	95	41
August 2018	113	44
September 2018	76	38

##### 5.5.2 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 July to September 2018 returned to the Department of Finance, Land and Property Services.

Month	Completion Notice Ready Numbers
July 2018	77
August 2018	76
September 2018	45

5.5.3 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 2018	79	27	25	11
May 2018	74	20	25	19
June 2018	59	20	17	11
July 2018	61	28	30	2
August 2018	64	25	30	9
September 2018	64	27	30	5

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

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

It was proposed by Councillor T Mitchell, seconded by Councillor H Legge, and agreed that the following item (Item 5.6.1) be noted

5.6.1 Estate Strategy and Related Works – Update

The Committee was provided with copy and noted an update report on the Estate Strategy and related works programmes. The Head of Service (Technical and Estates) responded to Members' queries regarding works at Bridge Community Centre and capital investment in the energy reduction programme.

6. Any Other Business6.1 Flooding at Drumlough – Councillor A Givan

Councillor A Givan advised that, following heavy rains, there had been a reoccurrence of flooding at the entrance to the Drumlough landfill site and he enquired as to where responsibility for drainage lay. The Head of Service (Technical and Estates) confirmed that drainage was the responsibility of Roads Service and he undertook to refer this issue to that body.

6.2 Clearing Debris following Road Accidents – Councillor J Baird

In response to a query by Councillor J Baird, the Director of Environmental Services advised that the Council was not responsible for removing debris left on the road following car crashes and it was her understanding that it was the vehicle's registered keeper or removal agent's responsibility to remove the vehicle and all its parts following an accident.

6.2 Clearing Debris following Road Accidents – Councillor J Baird (Contd)

The Director of Environmental Services undertook to write to Roads Service asking them to inform breakdown companies acting on behalf of vehicle owners of their responsibility to remove all car parts from the roadside following an accident and to copy the letter to the Right Worshipful the Mayor, Councillor U Mackin, and to Councillor J Baird.

6.3 WI Commemoration Plaque at Drumbeg – Councillor B Bloomfield

Councillor B Bloomfield advised that in 2009 the Council had erected a plaque at the church hall in Drumbeg to commemorate the 50 year anniversary of the local WI branch. He advised that the church hall had now been sold and it was hoped that the plaque could be re-erected at another location in the village.

The Director of Environmental Services advised that, when an agreement had been reached regarding the relocation of the plaque, the Council's staff would assist in re-erection of the plaque.

6.4 New Chief Executive – The Chairman, Councillor J Gray

The Chairman referred to the attendance at the meeting of the new Chief Executive and thanked him for taking the time to attend the meeting so soon after having taken up post.

There being no further business, the meeting was terminated at 6.46 pm.

---

Mayor/Chairman