

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday, 10 January 2018 at 5:30 pm

PRESENT: Alderman T Jeffers (Chairman)
The Right Worshipful the Mayor, Councillor T Morrow
Aldermen M Henderson MBE, SP Porter and J Tinsley
Councillors J Baird, O Gawith, A Givan, J Gray MBE, B Hanvey, A McIntyre, B Mallon, T Mitchell

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)
Business Support Manager
Member Services Officer

Commencement of Meeting

The Chairman, Alderman T Jeffers, welcomed everyone to the January meeting of the Environmental Services Committee. He offered condolences to the Right Worshipful the Mayor, Councillor T Morrow, on the recent death of his mother and to Councillor T Beckett on the recent death of his father-in-law.

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 Councillor N Anderson, Councillor H Legge and Councillor L Poots.

2. **Declarations of Interest**

The Chairman invited Members to declare any Conflicts of Interest they might have in relation to the business of the meeting and reminded them of the requirement to complete Declaration of Interest forms in this regard, which had been provided at the meeting.

Having declared an interest in Item 5.3.3 of the report, Councillor T Mitchell later clarified that this has been an error and he withdrew the declaration. No other declarations of interest were received.

3. Minutes of the Environmental Services Committee Meeting held on 6 December 2017

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 6 December 2017, as adopted at the meeting of Council held on 19 December 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 Chairman, Alderman T Jeffers, 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

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

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

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 which is likely to reveal the identity of an individual

“In Committee”

It was proposed by Alderman J Tinsley, seconded by Councillor T Mitchell, and agreed that the following matters be considered “in committee”, in the absence of members of the press and public.

Items for Decision

4.1 Estimates

The Committee was provided with a summary report and supporting information for the 2018/19 estimates in respect of the Environmental Services Directorate.

The Committee was referred to the detailed narrative report by way of background for the overall proposed budget for the Directorate together with a report prepared by Corporate Services (Finance) giving an overview of the proposed estimate.

The Director of Environmental Services, the Heads of Service and the Business Support Manager responded to queries from Members regarding various aspects of the estimates.

Alderman P Porter left the meeting at 5.59 pm

It was proposed by Alderman M Henderson, seconded by Councillor O Gawith and agreed to recommend that Council approve the draft estimates for 2018/2019 as presented for the Environmental Services Directorate.

4.2 Charges for 2018/2019

The Committee was provided with copy of details of the proposed charges for the Environmental Services Directorate for 2018/2019 and was advised that the revised charges had been reflected in the draft estimates as presented to the Committee.

It was proposed by Alderman M Henderson, seconded by Councillor A Givan, and agreed to recommend that Council approve the recommendation as set out in the officer's report.

4.3 arc21 Extensions to Contracts Report

The Committee was provided with copy paper on arc21 contracts that were due to expire on 31 March 2018 and which had the provision for the term to be extended beyond 31 March.

It was proposed by Councillor A Givan, seconded by A McIntyre, and agreed to recommend that Council approve the recommendation as set out in the officer's report.

4.4 Natural Gas and Electricity Delegated Authority for Award

It was proposed by Alderman M Henderson, seconded by Councillor O Gawith, and agreed to recommend that Council approve the recommendation as set out in the officer's report.

4.5 Department for Communities (DfC): Capital Funding for a Street Precinct Sweeper

The Committee noted that funding had been made available by the Department for Communities for the purchase of a street precinct sweeper. The Committee was provided with copy of a financial appraisal for the street sweeper.

It was proposed by Councillor J Gray, seconded by Councillor A McIntyre, and agreed to recommend that Council approve the recommendation as set out in the officer's report.

Alderman P Porter returned to the meeting at 6.19 pm

Items for Noting

It was proposed by Councillor A Givan, seconded by Councillor A McIntyre, and agreed that the following items (Items 4.6 to 4.13) be noted.

4.6 Planning Enforcement – Cases with Court Proceedings for January 2018

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

4.7 Lisburn & Castlereagh City Council Planning Statistics Quarter 2 2017-2018

The Committee was provided with copy and noted the Planning Statistics as published by the Department for Infrastructure for the period 1 July 2017 to 30 September 2017.

4.8 arc21 Joint Committee Meeting – Tuesday 5 December

The Committee was provided with copy and noted the papers in relation to the arc21 Joint Committee meeting held on 5 December 2017 and the associated arc21 Members Bulletin together with an update from arc21 regarding the Residual Waste Treatment Project Judicial Review.

4.9 Extreme Weather Arrangements

The Committee was provided with copy of the agreement between the former Department for Regional Development (DRD), now Department for Infrastructure (DfI), and L&CCC entitled 'Ice and snow clearance of footways and pedestrian areas' and noted an update in respect of adverse weather arrangements.

4.10 Dog Control Orders

The Committee was provided with copy and noted a report providing additional information with regard to progressing the implementation of further Dog Control Orders within the City.

4.11 Animal Welfare Service

The Committee was provided with copy and noted a report in relation to the Animal Welfare Service.

In response to a query by Alderman J Tinsley, the Head of Service (Environmental Health) outlined the resource allocation for the service across the province and he undertook to keep the Committee updated on the issue.

4.12 Screening Form – Section 75 Northern Ireland Act 1998

The Committee was provided with copy and noted completed screening forms for Council tenders under Section 75 of the Northern Ireland Act 1998 for the following:

- (a) the haulage of leachate from Moss Road Landfill Site and Cesspool Tank at Carryduff Household Recycling Centre
- (b) reception and treatment of leachate from Moss Road Landfill Site and Cesspool Tank at Carryduff Household Recycling Centre, in accordance with the Councils accounting manual and has concluded that an Equality Impact Assessment is not required

4.13 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.

In response to Members' queries, the Director of Environmental Services provided additional information on procedures that were in place to manage absence.

Councillor T Mitchell left the meeting at 6.36 pm

Resumption of Normal Business

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

5. Report from the Director of Environmental Services

5.1 Environmental Services Trading Accounts – Period 8

The Committee was provided with copy and noted the Environmental Services Trading Accounts for Period 8.

Councillor J Baird left the meeting at 6.39 pm

5.2 Invitation from Keep NI Beautiful: Live Here, Love Here Community Awards – 20 February 2018

The Committee was provided with copy invitation from Keep NI Beautiful for two officers to attend the Live Here Love Here Community Awards on 20 February 2018 in Belfast Harbour Commissioners Office, Belfast, and it was noted that the Director of Environmental Services would attend with an accompanying officer/Member.

It was proposed by Alderman J Tinsley, seconded by Councillor A McIntyre, and agreed to recommend that the Chairman be nominated to attend the event along with the Director of Environmental Services

5.3 Report from Head of Service (Technical and Estates)

Item for Decision

5.3.1 WEEE Consultation arc21 Consultation Response for Endorsing

The Committee was provided with copy of responses recently produced by arc21 to consultations in relation to WEEE.

It was proposed by Alderman M Henderson, seconded by Councillor O Gawith, and agreed to recommend that Council retrospectively endorse the responses produced by arc21 to the following consultations:

5.3.1 WEEE Consultation arc21 Consultation Response for Endorsing (Contd)

- WEEE Compliance Fee Methodology - Evaluation of Proposals and;
- Proposed Amendments to the WEEE Regulations 2013

Items for Noting

It was proposed by Alderman M Henderson, seconded by A McIntyre, and agreed that the following items (Item 5.3.2 to 5.3.6) be noted.

5.3.2 Lisburn & Castlereagh City Council Final NILAS Reconciliation

The Committee was provided with copy and noted correspondence from the Northern Ireland Environment Agency providing details on the final Northern Ireland Landfill Allowances Scheme Reconciliation for Lisburn & Castlereagh City Council for 2016/17.

5.3.3 arc21 Conference 2018

The Committee was provided with copy leaflet on the arc21 Conference 2018 in Belfast on 2 March 2018 and noted that all Elected Members were invited to attend.

5.3.4 European Week for Waste Reduction (EWWR) Events 2017

The Committee was provided with and noted details of activities that had taken place during European Week for Waste Reduction from 18 to 26 November 2017

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

The Committee noted that a special meeting would be held on 17 January 2018 at 5.30pm to receive a presentation by Resource Futures on the Options Appraisal and that all Members of the Council were invited to attend.

5.3.6 Northern Ireland Local Authority Collected Municipal Waste Management Statistics – Annual Report 2016/17

The Committee noted the 2016/17 publication of the Northern Ireland Local Authority Collected Municipal Waste Management Statistics Report.

5.4 Report by Head of Service (Environmental Health)

Item for Decision

5.4.1 Information Sharing Protocol between the Landlord Registrar and Lisburn & Castlereagh City Council

The Committee was provided with copy of a revised Information Sharing Protocol between the Landlord Registrar and Lisburn & Castlereagh City Council which had been received from the Department for Communities.

It was proposed by Councillor O Gawith, seconded by Alderman M Henderson, and agreed to recommend that Council approve the signing of the Information Sharing Protocol between the Landlord Registrar and Lisburn & Castlereagh City Council.

Items for Noting

It was proposed by Councillor J Gray, seconded by Councillor A McIntyre, and agreed that the following items (Item 5.4.2 to 5.4.9) be noted.

5.4.2 Consultation for Noting

5.4.2.1 Consultation on the Department's Response to the TB Strategic Partnership Group's Recommendations to Eradicate Bovine Tuberculosis (BTB) IN Northern Ireland

The Committee noted the consultation document received from the Department of Agriculture, Environment and Rural Affairs and that there was no impact on Lisburn & Castlereagh City Council.

5.4.3 Lisburn & Castlereagh City Council – Emergency Planning Role

The Committee was provided with and noted a summary of the Council's role in both emergency response and recovery. The Committee also noted that Emergency Planning Training - Civil Contingencies for Elected Members would be held in January 2018.

5.4.4 Health and Wellbeing

The Committee was provided with and noted copy of a breakdown of recent events held to promote overall awareness on a number of health and wellbeing initiatives carried out in November and December 2017.

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

The Committee was provided with and noted a report in relation to the application process for a road closure under the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010.

5.4.6 Evaluation of the Licensing of Pavement Cafes Act (Northern Ireland) 2014

The Committee was provided with copy and noted an Evaluation Questionnaire from the Department for Communities regarding the implementation of the Licensing of Pavement Cafes Act (Northern Ireland) 2014.

5.4.7 Reports Available from DAERA

The Committee was provided with copy and noted information relating to reports received from the Department of Agriculture, Environment and Rural Affairs (DAERA): the Air Pollution Report 2016 and the Drinking Water Quality in Northern Ireland 2016 Report.

5.4.8 Dog Control

5.4.8.1 Transfer of Dogs from the Council Dog Pound

The Committee noted a report in relation to the change in the procedure for transferring dogs to sanctuaries from the Council Dog Pound.

5.4.8.2 Dog Control Statistics Published by the Department of Agriculture, Environment and Rural Affairs

The Committee was provided with copy and noted recent dog control statistics published by the Department of Agriculture, Environment and Rural Affairs (DAERA) showing figures for each of the 11 councils for the period from April to September 2017.

5.4.9 Health and Safety

5.4.9.1 Health and Safety Joint Pre-Christmas Visits with the Northern Ireland Fire and Rescue Service

The Committee was provided with copy and noted a report in relation to joint Health and Safety pre-Christmas visits with the Northern Ireland Fire and Rescue Service.

5.4.9.2 The Safety Advisory Group Minutes

The Committee was provided with copy and noted minutes of the Safety Advisory Group meeting held on Wednesday, 18 October 2017.

5.5 Report by Acting Head of Service (Operational Services)

Items for Noting

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

5.5.1 Service Update – Refuse Collection

5.5.1.1 Adverse Weather Update

The Committee noted an update report on the impact of the adverse weather that had occurred in December 2017 on cleansing services.

5.5.1.2 Refuse Collection Data

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

5.5.2 Cleansing Services: Illegal Dumping Update

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

In response to comments by Members, the Head of Service (Environmental Health) advised that he would be bringing an update report on the ongoing measures to detect illegal dumping to a future meeting of the Committee.

5.6 Report from Head of Service (Building Control)

Items for Decision

5.6.1 Street Naming off Millmount Village Park, Dundonald

The Committee was advised that the Building Control Service of LCCC had proposed the street name for a development 6 no dwellings off Millmount Village Park, Dundonald.

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

It was proposed by Alderman P Porter, seconded by Alderman M Henderson, and agreed that the street name, Millmount Village Lane, be allocated to this proposed development of 6 no dwellings off Millmount Village Park, Dundonald.

Items for Noting

It was proposed by Councillor O Gawith, seconded by Alderman M Henderson, and agreed that the following items (Item 5.6.2 to Item 5.6.6) be noted

5.6.2 Land & Property Services (LPS), New Dwelling Statistical Reports for Q3, 2017/18

The Committee was provided with copy extract and noted information in relation to Land & Property New Dwelling Statistical Reports

5.6.3 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 September, October and November 2017.

Month	Full Plan Approvals	Regularisation Certificates
September 2017	146	42
October 2017	110	35
November 2017	114	26

5.6.4 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 September to November 2017 returned to the Department of Finance, Land and Property Services.

Month	Completion Notice Ready
September 2017	58
October 2017	134
November 2017	101

5.6.5 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	35	20	40	11

5.6.6 Tender for the Provision of IT Software for the Council's Building Control Service

The Committee was provided with and noted copy minute approving the procurement of a new IT Software system for the Building Control Service together with copy of additional information by way of the supplier's technical submission.

6. Any Other Business

6.1 AECOM Presentation on Draft Car Parking Strategy – Director of Environmental Services

The Director of Environmental Services reminded Members that they were invited to attend the Development Committee meeting commencing at 7.00 pm after this meeting when there would be a presentation by AECOM outlining the findings to date in relation to the Council's draft Car Parking Strategy.

6.2 Holiday Scheduling of Bin Collections – Councillor A McIntyre

Councillor A McIntyre stated that, while he appreciated the difficulty of rescheduling bin collections over the holiday period, he had received complaints from residents in the Ravarnet area regarding the delay in the collection of recycling bins.

The Acting Head of Service (Operational Services) advised that the calendar for 2018/19 was being considered with a view to minimising disruption to service at holiday periods. The Director of Environmental Services also reported that a meeting had been arranged with the Council's MCU to review the communications strategy. She advised that, in the event of unavoidable delay in collection of recyclables, residents would be encouraged to make use of the Council's HRCs.

6.3 Closure of Facilities during Adverse Weather Conditions – Councillor O Gawith

Councillor O Gawith suggested that there had been inconsistency in the Council's decisions to close parks during Storm Ophelia but not to close in the later Storm Dylan. The Head of Service (Environmental Health) advised that the Council's approach was based on advice issued by the Met Office. He acknowledged that there were issues in trying to get the balance right when deciding whether or not to close facilities.

There being no further business, the meeting was terminated at 6.55 pm.

Mayor/Chairman