

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 March 2019 at 5:30 pm

PRESENT: Councillor J Gray MBE (Chairman)
The Right Worshipful the Mayor, Councillor U Mackin
Aldermen T Jeffers, P Porter and J Tinsley
Councillors J Baird, B Bloomfield MBE, A Givan, B Hanvey, H Legge, A McIntyre, B Mallon, T Mitchell and R Walker

OTHER MEMBERS: Alderman D Drysdale

IN ATTENDANCE Director of Environmental Services
Head of Service (Building Control)
Head of Service (Waste Management and Operations)
Interim Head of Service (Environmental Health) (SC)
Estates Manager
Member Services Officer

Commencement of Meeting

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

The Chairman offered condolences to Mr Richard Harvey, the Council's Head of Environmental Health Service, on the recent death of his wife, Julie, who had been a former officer with Castlereagh Borough Council.

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 O Gawith and the Head of Service (Technical and Estates)

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.

2. Declarations of Interest (Contd)

During the course of the meeting, the following Declaration of Interest was made:

- Councillor H Legge declared an interest in Item 4.1.1 Licensing of Houses in Multiple Occupation and in Item 4.1.2 Travellers' Accommodation NI on the basis that she was a Member of the Board of the Northern Ireland Housing Executive

"In Committee"

It was proposed by Councillor T Mitchell, seconded by Councillor A Givan, and agreed that the following matters be considered "in committee", in the absence of members of the press and public.

3. 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 3.1: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 3.2: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 3.3: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 3.4: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 3.5: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 3.6: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information

Item 3.7: Confidential due to information which is likely to reveal the identity of an individual

3. Confidential Business (Contd)

Item 3.8: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Item 3.9: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

Items for Decision

3.1 Kerbside Options Timeline

The Committee was provided with copy a detailed timeline outlining all matters relating to the review of kerbside recycling services since 2016, giving an overview of the levels of detailed discussions and decision-making taken throughout.

The Director of Environmental Services responded to Members' comments and queries regarding the Kerbside Recycling Project. The Chairman commended the Director and her staff for their work in bringing this information to Committee.

It was proposed by Councillor B Hanvey, seconded by Councillor H Legge, and agreed to recommend that Council note the timeline outlining the decision-making process around the Kerbside Recycling Project including the approvals formerly given in respect of the outline business case and implementation plan and approve the continuance of the development of the appropriate scale of trial/pilot in keeping with the grant as offered by the Department of Agriculture, Environment and Rural Affairs.

3.2 Department of Agriculture, Environment and Rural Affairs (DAERA) Recycling Pilot Project 2018-2019

The Committee was provided with copy of a letter of offer from DAERA for the sum of £896,750 from its Recycling Pilot Project 2018-19 fund to finance capital expenditure including bins, containers and vehicles as well as a copy of the funding agreement that had been signed by officers in order to ensure asset delivery by the financial year end.

Samples of the proposed bins and containers were on display at the meeting.

It was proposed by Councillor J Baird, seconded by Councillor A Givan, and agreed to recommend that Council retrospectively approve the signing of the funding agreement by the relevant Council officers to receive £896,750 from Department of Agriculture, Environment and Rural Affairs (DAERA) as detailed in the Letter of Offer for the development and roll out of the trial/pilot.

3.3 Municipal Waste Disposal Contract Extension

It was proposed by Councillor B Bloomfield, seconded by Councillor R Walker, and agreed to recommend that Council endorse the decision of the arc21 Joint Committee to approve that the necessary arrangements be made to extend the current Municipal Waste Disposal Contracts in respect of Lots 1 and 2 until 30 June 2019 on current terms.

3.4 Household Waste Recycling Centre Provision Review

The Committee was provided with copy of a review report, prepared following discussion at the Committee's meeting in January 2019, regarding the potential for Household Waste Recycling Centre facilities to address issues at peak times and to better accommodate residents from the Dundonald area of the Council.

During discussion on this matter, Councillor B Harvey asked that it be placed on record that the staff at Carryduff HRC were to be commended for the high standards of cleanliness maintained at the site.

It was proposed by Councillor H Legge, seconded by Councillor T Mitchell, and agreed to recommend that Council approve that a full and comprehensive feasibility study of the Household Waste Recycling Centre site provision be undertaken to fully inform and develop provision needs as detailed in the review report.

3.5 WRAP Collaborative Partnership

The Committee was provided with copy of a draft Collaboration Agreement between the Council and WRAP and noted that the agreement had been reviewed by the Council's Finance & Procurement sections who had approved the proposed draft.

The Director of Environmental Services responded to queries by Councillor A Givan regarding the terms of the agreement and funding arrangements.

It was proposed by Alderman J Tinsley, seconded by Councillor R Walker, and agreed to recommend to Council that the final version of the Collaboration Agreement with WRAP be approved and presented to a future Council meeting to be signed, under Seal of the Council.

3.6 Food Safety – A Request for the Council to Support Department of Agriculture, Environment and Rural Affairs (DAERA) in the Provision of Export Certification

The Committee was provided with copy correspondence from DAERA regarding the provision of export certification for products of animal origin being exported to the EU in the event of a No Deal Brexit together with copy of an assessment of resources carried out by the Environmental Health Service and copy of a briefing by DAERA regarding the proposed new role of Certifying Support Officer.

3.6 Food Safety – A Request for the Council to Support Department of Agriculture, Environment and Rural Affairs (DAERA) in the Provision of Export Certification (Contd)

It was proposed by Councillor B Mallon, seconded by Councillor A McIntyre, and agreed to recommend that Council note the correspondence from DAERA and approve the required support from Council in respect of premises that required certification. It was also agreed to recommend that Council note the potential adverse financial impact on the 2019/20 budget and the capacity to deliver routine Environmental Health business, which would be managed in accordance with resources available.

Items for Noting

It was proposed by Alderman J Tinsley, seconded by Councillor J Baird, and agreed that the following items (Items 3.7 to 3.9) be noted.

3.7 Efficiency Review

The Committee was provided with copy and noted an update on the review of staffing for the Building Control Service and the Technical and Estates Department.

3.8 Award of Tenders

The Committee was provided with copy tender reports and noted tender awards for the planned preventative maintenance of Fire Alarms, Inspections CCTV, Intruder Alarms, Emergency Lighting, Air Con & Ventilation and Oil Interceptors within Lisburn & Castlereagh City Council as recommended in the tender reports.

3.9 arc21 Joint Committee Meeting

The Committee noted that the arc21 Joint Committee papers going forward would be on the 'for noting confidential' schedule unless there was a matter that needed decision or was of significance that needed to be discussed within the committee business.

Resumption of Normal Business

It was proposed by Councillor T Mitchell, seconded by Councillor R Walker, and agreed to come out of committee and normal business was resumed.

4. Report from the Director of Environmental Services

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

(Alderman J Tinsley left the meeting at 6.16 pm)

Items for Decision

4.1.1 Licensing of Houses in Multiple Occupation – Transferring Function to Council from the Northern Ireland Housing Executive on 1 April 2019

The Committee was provided with copy documents relating to the new licensing arrangements for houses in multiple occupation including a report on the background and scheme of delegation together with documents for approval relating to the necessary governance arrangements as well as documents provided for information.

It was proposed by Councillor J Baird, seconded by Councillor R Walker, and agreed to recommend that Council approve the report and the progression of the necessary governance arrangements to be put in place for the commencement of The Houses in Multiple Occupation (HMO) Act (Northern Ireland) 2016 on 1 April 2019, namely:

- The review of the Council's Scheme of Delegation as necessary;
- The signing of the Service Level Agreement (SLA) by the appropriate officer which would outline the roles, responsibilities and obligations for Councils to implement, administer and fulfill the HMO licensing requirements as set out in the Act;
- The signing of the Service Level Agreement (SLA) by the appropriate officer for the provision of ICT support for the Signatory Councils to implement, administer and fulfil the HMO Licensing Requirements Set Out in the Act;
- The approval of Fees and Fixed Penalty Notices;
- The approval of the authorisation of HMO Technical Officers and Line Managers
- The Service Level Agreement (SLA) for the provision of legal services.

It was further agreed to recommend that Council adopt the additional documents provided for information namely;

- The MOU between DFC and Lead Councils
- The standard Licence conditions in HMOs
- The Guide to Tackling Anti-Social Behavior in HMOs

4.1.2 Travellers' Accommodation NI – Invitation and Written Submission Request from the Northern Ireland Human Rights Commission

The Committee was provided with copy correspondence from the Northern Ireland Human Rights Commission regarding an event on Wednesday 3 April 2019 to which Council representation was invited.

(Councillor R Walker left the meeting at 6.18 pm)

The Committee noted that the submission to the implementation plan previously made by L&CCC had been updated as requested and therefore no further submission was required at this time

4.1.2 Travellers' Accommodation NI – Invitation and Written Submission Request from the Northern Ireland Human Rights Commission (Contd)

It was proposed by Councillor J Baird, seconded by Councillor B Mallon, and agreed to recommend that Council nominate Councillor J McCarthy to attend the event on 3 April 2019.

5. Any Other Business

5.1 arc21 MRF and Bring Contracts – Director of Environmental Services

The Committee was advised that arc21 had recently made recommendations to the Joint Committee regarding tenders for a Bring Centre Service Contract and a Dry Material Recovery Facility Contract. These reports had not been available in time to be circulated to Members in advance of the meeting.

It was proposed by Councillor A McIntyre, seconded by Councillor A Givan, and agreed to recommend that, given the deadlines for contract award to ensure service continuity, Council grant delegated authority to the Environmental Services Committee at its meeting in April to consider and approve the recommendations to award these contracts.

5.2 Commencement Time of April Committee Meeting – Alderman P Porter

At the suggestion of Alderman P Porter, it was agreed that the meeting of the Committee in April would commence at 5.00 pm in order to accommodate Members' electoral activities.

There being no further business, the meeting was terminated at 6.21 pm.

Mayor/Chairman