

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the Meeting of the Environmental Services Committee held in the Island Civic Centre, The Island, Lisburn, on Wednesday 4 December 2019 at 5:30 pm

PRESENT

Alderman J Baird (Chairman)

Aldermen T Morrow, SP Porter and J Tinsley

Councillors J Craig, AP Ewing, O Gawith, S Lee, C McCready, R McLernon, T Mitchell and S Skillen

OTHER MEMBERS:

IN ATTENDANCE

Director of Environmental Services

Head of Service (Building Control)

Head of Service (Environmental Health)

Head of Service (Waste Management and Operational Services)

Member Services Officer

Commencement of Meeting

The Chairman, Alderman J Baird, welcomed Members 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 the Right Worshipful the Mayor, Councillor A Givan, Alderman M Henderson MBE, Councillor S Eastwood and Councillor M Gregg.

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. There were no Declarations of Interest.

3. **Report by the Director of Environmental Services**

3.1 Performance Reports 2019/2020 – Quarter 2 (July, August and September 2019)

The Committee was provided with copy and noted the following Quarter 2 Performance Reports for the Environmental Services Directorate:

- Affordable Warmth Scheme (1 July – 30 September 2019)
- Building Control applications – full plan applications and regularisation certificates (1 July – 30 September 2019)
- Department of Finance (DoF) – Completion Notice Ready report to Land & Property Services - (1 July – 30 September 2019)
- Departmental Risk Register - quarterly review up until 30 September 2019
- Building Control Service Unit Risk Register
- Environmental Health Service Unit Risk Register
- Waste Management and Operations Service Unit Risk Register
- Dog Control Statistics – 1 July 2019 to 30 September 2019
- Illegal Dumping Outcomes – 1 July 2019 to 30 September 2019
- ES KPI Performance Summary (1 July 2019 – 30 September 2019)
- Licensing Statistics – 1 July 2019 to 30 September 2019
- Planning Enforcement Statistics – 1 July 2019 – 30 September 2019
- Refuse Collection & Illegal Dumping Data – 1 July 2019 to 30 September 2019
- Trading Accounts: (Period 4 – July) (Period 5 – August) and (Period 6 – September)

4. Report by the Head of Service (Building Control)

4.1 Environmental and Sustainability Policy

(Councillor S Skillen arrived at 5.42 pm)

The Committee was provided with copy documents as follows: Notices of Motion carried by Council relating to greenhouse gas emissions and single use plastics; copy report considered by the Corporate Management Team at its meeting in November; a baseline report of existing Council projects and mitigation measures; and draft terms of reference for the establishment of a working group on these issues.

With regard to the proposed Working Group's terms of reference, it was proposed by Councillor J Craig, seconded by Councillor O Gawith and agreed that the paragraph relating to Accountability and Governance be amended to reinforce the primary position of the overarching policy within the remit of the Environmental Services Committee, and respective workstreams being progressed through the other standing and appropriate Committees.

It was then proposed by Alderman T Morrow, seconded by Alderman SP Porter and agreed that the paragraph on Working Group Membership be amended to include one Member and substitute nominee from each party group or individual, for those without a party grouping, within the Council.

4.1 Environmental and Sustainability Policy (Contd)

It was proposed by Councillor S Lee, seconded by Alderman T Morrow, and agreed to recommend that Council:

- note the content of the report and attached appendices
- approve the Terms of Reference for the Working Group subject to the amendments agreed above
- ask each Party Group Leader provide a nomination for membership of the Working Group
- note that a developed Council Environmental & Sustainability Policy would be brought back to Council for consideration and adoption.

4.2 Annual Building Control Northern Ireland Fire Safety Conference – 6th and 7th February 2020

The Committee was provided with information and copy programme of the 24th Annual Building Control NI Fire Safety Conference to be held in the Armagh City Hotel on 6-7 February 2020.

It was proposed by Councillor S Lee, seconded by Councillor AP Ewing, and agreed to recommend that Council approve attendance by any interested Member at the 24th Annual Building Control NI Fire Safety Conference.

5. Report by the Head of Service (Environmental Health)

5.1 Agency Agreement for Off Street Car Parking Enforcement and Penalty Charge Notice Processing Service

The Committee was provided with copy of a new Draft Agency Agreement which has been received from Department for Infrastructure (DfI) in relation to the provision of Off Street Car Parking Enforcement and Penalty Charge Notice Processing Service post 2019.

The Committee was also provided with copy report, appendix and associated minute tabled at its meeting in December 2017 when AECOM consultants had outlined options available for future service delivery and it had been agreed in principle to proceed with Option 1 being renewal of the contract with the Department for Infrastructure when that became due in October 2019.

The Committee received a detailed report on the terms of the agreement, service delivery arrangements by other Councils and financial issues relating to provision of free of charge car parking. In response to queries by Alderman SP Porter, the Head of Service (Environmental Health) and the Director of Environmental Services provided further clarification on these matters.

It was proposed by Councillor T Mitchell, seconded by Alderman T Morrow, and agreed to recommend that Council note the officer's report and consent to the Agreement being signed on behalf of the Council by the Chair of the Environmental Services Committee and the Chief Executive.

5.2 Food Control Service Plan 2019/2020

The Committee was provided with copy of the Food Control Service Plan 2019/2020. It was proposed by Councillor S Lee, seconded by Councillor T Mitchell, and agreed to recommend that Council approve the content of the Food Control Service Plan for 2019/2020 in terms of the service to be provided.

5.3 Keeping Northern Ireland Beautiful – Live Here Love Here Initiative

The Committee was provided with copy correspondence from the Chief Executive of KNIB, detailing some of the outcomes of the Live Here Love Here initiative and seeking the Council's continuing support.

The Chair referred to a small grant scheme being provided by KNIB and asked Members to bring this to the attention of local community groups. Councillor AP Ewing referred to a potential new initiative by fast food outlets that could identify litter offenders to which the Director of Environmental Services clarified.

It was proposed by Councillor AP Ewing, seconded by Councillor R McLernon, and agreed to recommend that Council approve continuation of its commitment to the Keep Northern Ireland Beautiful Live Here Love Here initiative for 2020/2021.

(Alderman J Tinsley left the meeting at 6.15 pm)

6. Report by the Head of Service (Waste Management and Operational Services)

6.1 Internal Waste Management Policy

The Committee was provided with copy draft Internal Waste Management Policy, Implementation Procedures and EQIA Screening Form documents. The Director of Environmental Services responded to Members queries clarifying issues regarding operational adjustments and the incremental roll-out of the policy

It was proposed by Councillor S Lee, seconded by Alderman T Morrow, and agreed to recommend that Council note the draft Internal Waste Management Policy, Implementation Procedures and EQIA Screening Form documents and approve the policy.

6.2 Notice of Motion – Single Use Plastics (SUP) (Referred from Council)

The Committee was advised regarding a Notice of Motion on Single Use Plastics that had been considered by Council in October 2019 and had been referred to the Committee for further consideration.

It was proposed by Councillor T Mitchell, seconded by Councillor O Gawith, and agreed to recommend that Council note that the proposals to progress corporate policies on Environmental and Sustainability and Internal Waste Management, as agreed earlier in the meeting and that these would include the needs around a commitment to SUP within the Council where possible.

“In Committee”

It was proposed by Councillor J Craig, seconded by Councillor AP Ewing, and agreed that the following matters be considered “in committee”, in the absence of members of the press and public.

7. 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 J Baird, advised that the matters contained in the confidential report would be dealt with “In Committee” for the following reasons:

Item 7.1: Confidential due to information relating to the financial or business affairs of the organisation concerned (including the Council holding that information)

7.1 Environmental Services Charges Scheme – 2020/2021

The Committee was provided with copy of the Environmental Services Charge Scheme for 2020/2021. In response to Members’ queries, the Head of Services (Environmental Health) provided clarification on some of the charges.

It was proposed by Councillor O Gawith, seconded by Alderman T Morrow, and agreed to recommend that Council approve the Environmental Services Directorate charges for 2020/2021.

Resumption of Normal Business

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

8. Any Other Business

8.1 Environmental Strategy for Northern Ireland – Director of Environmental Services

The Committee was advised that, at its meeting on 3 December 2019, the Leisure and Community Development Committee had considered draft comments prepared by officers by way of a Council response to consultation being carried out by DAERA in respect of Environmental Strategy for Northern Ireland and had recommended that these be approved.

Members were advised that the response prepared by officers was available on Sharepoint for Members’ information and any additional comments Members might wish to make would be forwarded to DAERA as part of the Council response before the consultation deadline of 23 December 2019. The Director also advised that arc21 would also be responding to the consultation.

8.1 Environmental Strategy for Northern Ireland – Director of Environmental Services (Contd)

It was proposed by Councillor S Lee, seconded by Councillor AP Ewing, and agreed to note the Council's response to DAERA's Environmental Strategy for Northern Ireland.

8.2 Opening Hours of Household Recycling Centres (HRCs) – Head of Service (Waste Management and Operational Services)

The Head of Service (Waste Management and Operational Services) advised that promotion of the new opening hours of HRCs as previously agreed by the Committee had commenced. He also reported that, due to heavy demand in and around the Christmas period, the HRCs would continue with some variation from 9.00am to 4.00 pm during the period between Christmas and the New Year so as to try and meet customer demands.

8.3 Tickets Purchasing Arrangements for On and Off Street Parking – Councillor J Craig

Councillor J Craig referred to a visitor to Lisburn being fined after they had mistakenly purchased a ticket from the wrong machine to cover their parking arrangements. Councillor AP Ewing advised that he too was aware of a similar incident. The Director of Environmental Services advised Members of the Parkmobile app which could assist in finding and paying for on and off street parking and help prevent errors such as those outlined by the Members.

The Head of Service (Environmental Services) indicated that he would ask for the signage for the Council controlled off street carparks to be reviewed to ensure it was sufficient and report back to Committee.

(During discussion on this item, the Chairman, Alderman J Baird, left the meeting briefly and returned at 6.45 pm. The Vice-Chairman, Alderman T Morrow, chaired the discussion during that brief interval.)

8.4 Arc21 Site Visit – Alderman T Morrow

In response to a query by Alderman T Morrow regarding the recent visit arranged by arc21 to an Energy from Waste Plant in Dublin, the Head of Service (Waste Management and Operational Services) and Councillor C McCreedy who had participated in the visit reported on the operation and output of the facility.

The Director of Environmental Services responded to Members' queries regarding matters relating to the arc21 residual waste project.

There being no further business, the meeting was terminated at 6.58 pm.

Mayor/Chairman