

LISBURN & CASTLEREAGH CITY COUNCIL

Minutes of the proceedings of the Environmental Services Committee meeting of Lisburn & Castlereagh City Council, held in the Island Civic Centre, Lisburn, BT27 4RL, on Wednesday, 11 March 2015, at 6:00 pm.

IN THE CHAIR: Councillor Brian Bloomfield

PRESENT: Councillors N Anderson, A Ewart, A Ewing, A Givan, B Hanvey, T Jeffers, V Kamble, J Palmer, J Tinsley, R Walker

IN ATTENDANCE: Lisburn & Castlereagh City Council:
Councillor O Gawith
Director of Environmental Services

Lisburn City Council:
Acting Assistant Director of Environmental Services
(Technical Services)

Castlereagh Borough Council:
Acting Director of Technical & Environmental Services
Operational Services Manager
Environmental Health Manager
Members' Services Officer

COMMENCEMENT OF MEETING

The Chair welcomed Members and Officers to the meeting.

1. APOLOGIES

It was agreed to accept apologies for non-attendance at the meeting from Councillors S Martin and L Poots.

2. DECLARATIONS OF INTEREST

The Chair 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 that they complete Declaration of Interest forms in this regard, which had been provided at the meeting.

No Declaration of Interest forms were submitted.

3. MINUTES OF THE ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD ON 11 FEBRUARY 2015

It was proposed by Councillor J Palmer, seconded by Councillor N Anderson and agreed that the minutes of the Environmental Services Committee meeting held on 11 February 2015 and adopted by the Shadow Council at its meeting held on 25 February 2015 be confirmed and signed.

4. PRESENTATION BY THE DIRECTOR OF ENVIRONMENTAL SERVICES RE: REMIT OF THE NEW DIRECTORATE

Members were given a presentation in respect of the remit of the new directorate of Environmental Services. The following elements were included in the presentation:

- Technical Services – presented by the Acting Director of Technical & Environmental Services (CBC)
- Operational Services – presented by the Operational Services Manager (CBC)
- Environmental Health – presented by the Environmental Health Manager (CBC)

Several Members stated that they had been approached by community groups, charities etc in respect of charges being introduced for refuse collection. Councillor Palmer proposed that Officers should monitor the effects of refuse collection charges and table a report at a future meeting of the Committee.

AGREED: That Officers monitor the effects of refuse collection charges for community groups, charities etc and report back to the Committee at a future meeting.

5. REPORT FROM THE DIRECTOR OF ENVIRONMENTAL SERVICES

Items for Decision

5.1. TERMS OF REFERENCE

It was proposed by Councillor J Palmer, seconded by Councillor N Anderson and

AGREED: That approval be granted for the Draft Terms of Reference for the Environmental Services Committee.

5.2. DATE OF THE APRIL 2015 COMMITTEE MEETING

It was proposed by Councillor J Tinsley, seconded by Councillor J Palmer and

AGREED: That the April Committee meeting take place on 1 April 2015, at 6.00 pm.

5.3. CAR PARK AT BALLYNAHINCH STREET, HILLSBOROUGH – NEW LEASE ARRANGEMENTS

It was proposed by Councillor J Palmer, seconded by Councillor A Ewing and

AGREED: That approval be granted for the signing of the lease for the car park at Ballynahinch Street, Hillsborough, subject to the lease being reviewed by the Council's legal representatives.

5.4. BINOVAATION APP – PROPOSED PILOT PROJECT

It was proposed by Councillor J Tinsley, seconded by Councillor A Ewing and

AGREED: That approval be granted to implement the Binovation App for one year pilot.

5.5. CIVIC AMENITY SITE METAL CONTRACT ISSUES

The Director of Environmental Services advised that the current contract was due to expire on 31 March 2015 but that there was the option to extend the contract for up to one year if necessary.

It was proposed by Councillor J Palmer, seconded by Councillor A Ewing and

AGREED: That retrospective approval be granted for the revised pricing arrangements for scrap metal for the continued period of the current contract as extended.

5.6. COMMERCIAL WASTE COLLECTION SERVICE

It was proposed by Councillor J Palmer, seconded by Councillor J Tinsley and

AGREED: That authority be delegated to the relevant Heads of Service to approve customer billing in advance, either on a quarterly or six-monthly basis.

5.7. NI AMENITY COUNCIL BEST KEPT COMPETITION / ADDITIONAL REPORT – ULSTER IN BLOOM

Members agreed to consider the entries for the NI Amenity Council Best Kept Competition together with entries for Ulster in Bloom, which had been listed in an additional report from the Director of Environmental Services.

It was proposed by Councillor J Palmer, seconded by Councillor J Tinsley and

AGREED: That approval be granted for the entries for the NI Amenity Council Best Kept Competition and the Ulster in Bloom competition, as listed in the report from the Director of Environmental Services, to be submitted.

5.8. CORPORATE HEALTH & SAFETY POLICY

It was proposed by Councillor B Hanvey, seconded by Councillor J Palmer and

AGREED: That approval be granted for adoption of the Health & Safety Policy for Lisburn & Castlereagh City Council.

5.9 ARRANGEMENTS FOR OUT-OF-HOURS COMMUNICATIONS AND RESPONSE

The Director of Environmental Services referred Members to correspondence received and advised that the Food Standards Agency and the Public Health Agency had asked for a response to be received by 13 March 2015.

It was proposed by Councillor N Anderson, seconded by Councillor A Givan and

AGREED: That approval be granted, in principle, to continue a shared arrangement with Ards & North Down Council for the handling of food alerts, incidents and food poisoning outbreaks, and that a response be forwarded to the Food Standards Agency and the Public Health Agency by the deadline of 13 March 2015.

5.10 COUNCIL GARAGE AT PRINCE REGENT ROAD

It was proposed by Councillor J Palmer, seconded by Councillor J Tinsley and

AGREED: That approval be granted for the Chief Executive to sign the lease, subject to confirmation of a satisfactory legal review, and that a report be tabled at the Shadow Council meeting, recommending the signing of the lease under seal.

5.11 LGR PROPERTY TRANSFER – ARMAGH BANBRIDGE CRAIGAVON COUNCIL TO LISBURN & CASTLEREAGH CITY COUNCIL

It was proposed by Councillor J Palmer, seconded by Councillor J Tinsley, and

AGREED: That approval be granted for the proposed arrangements for the transferring properties from Armagh Banbridge Craigavon Council to Lisburn & Castlereagh City Council.

5.12 OFF-STREET CAR PARKING

Following discussion relating to the possible benefits of the pilot scheme to retailers in the town centre and their customers, it was proposed by Councillor J Palmer, seconded by Councillor A Givan and

AGREED:

- a) To note the report and the Terms of Reference of the Working Group
- b) That the Chief Executive or her nominated officer sign the Agency Agreement regarding parking enforcement
- c) That the pilot scheme of £1 per five hours be continued until more evidence in respect of cost-effectiveness was available and to review the scheme.

5.13 AUTHORISATION OF COUNCIL OFFICERS

It was proposed by Councillor B Hanvey, seconded by Councillor A Givan and

AGREED: To delegate authority to the Director of Environmental Services to authorise officers to discharge their associated duties under the relevant legislation, with effect from 1 April 2015.

Items for Noting

5.14 ENVIRONMENTAL SERVICES DIRECTORATE PRESENTATION

This item had been presented as Item 4.

5.15 CORRESPONDENCE RECEIVED FROM BELFAST CITY COUNCIL REGARDING BURIAL CHARGES FOR BLARIS CEMETERY

It was proposed by Councillor J Tinsley, seconded by Councillor T Jeffers and

AGREED: To continue with the existing arrangements in respect of burial charges for Blaris Cemetery.

5.16 STRATEGIC PRIORITIES REPORT FOR DELIVERY OF FOOD CONTROL 2015-2020

It was proposed by Councillor J Palmer, seconded by Councillor B Hanvey and

AGREED: That the proposals outlined in the report from the Director of Environmental Services be noted.

5.17 SAFETY ADVISORY GROUP

It was proposed by Councillor N Anderson, seconded by Councillor A Ewart and

AGREED: That the report regarding the Safety Advisory Group and the minutes of the Safety Advisory Group meeting of 11 February 2015 be noted and that a report addressing the risk associated with Lagan Valley Island be tabled at a future meeting of the Committee.

5.18 HEALTH AND WELL BEING

It was proposed by Councillor R Walker, seconded by Councillor T Jeffers and

AGREED: That the information tabled in respect of Health and Well Being be noted.

5.19 PRIVATE RENT SECTOR – IMPLICATIONS OF THE PRIVATE TENANCIES (NI) ORDER 2006

It was proposed by Councillor J Tinsley, seconded by Councillor T Jeffers and

AGREED: That the report in respect of the Private Tenancies (NI) Order 2006 be noted.

5.20 PROPOSED RESURFACING AND DRAINAGE WORKS TO CARRYDUFF AND CREGAGH ROAD HOUSEHOLD RECYCLING CENTRES (HRC)

The Director of Environmental Services advised that no issues relating to the HRC in the Cregagh Road had been identified during an inspection, therefore the site could transfer to Belfast City Council with no site works to be carried out. She added that she would table a report listing the required works at the Carryduff HRC at a future meeting of the Committee.

It was proposed by Councillor N Anderson, seconded by Councillor T Jeffers and

AGREED:

- a) That it be noted that no site works at the Cregagh Road HRC had been identified
- b) That the Director of Environmental Services table a report in respect listing the required works at the Carryduff HRC at a future meeting of the Committee.

5.21 EMERGENCY PLANNING UPDATE

The Director of Environmental Services advised that a report in respect of Emergency Planning and other outstanding matters would be tabled at the next Council meeting.

It was proposed by Councillor J Palmer, seconded by Councillor J Tinsley and

AGREED: That a report in respect of Emergency Planning and other outstanding matters be tabled at the next meeting of Council.

5.22 BYE-LAWS GUIDANCE FOR LOCAL COUNCILS

It was proposed by Councillor J Tinsley, seconded by Councillor J Palmer and

AGREED: That receipt of the Bye-Law Guidance for Local Councils be noted.

5.23 TRANSFER OF LICENCE DETAILS FOR ENTERTAINMENT LICENCES

It was proposed by Councillor A Givan, seconded by Councillor B Hanvey and

AGREED: That a report in respect of necessary changes to the transfer of licence details for Council Facilities Entertainment Licences be tabled at the next meeting of Council.

6 IN COMMITTEE

6.1 CONFIDENTIAL REPORT FROM THE ACTING DIRECTOR OF TECHNICAL & ENVIRONMENTAL SERVICES (CBC)

It was proposed by Councillor J Palmer, seconded by Councillor A Ewart and

AGREED: That the confidential report from the Director of Environmental Services be considered 'In Committee'.

6.1.1 MATERIALS RECOVERY FACILITY (MRF) CONTRACT

It was agreed to note the report in respect of the Materials Recovery Facility contract.

6.1.2 PROPOSED MEMORIAL PLAYGROUND – ERIN THOMPSON

The Director of Environmental Services advised that a further report, outlining further developments regarding the proposed memorial playground, would be tabled at a future meeting of the Committee.

It was agreed to note the report in respect of the proposed memorial playground.

6.1.3 PROVISION OF PROCUREMENT AND CONTACT LEGAL SERVICES TO ARC21

It was agreed to note the report in regarding provision of procurement and contract legal services to arc21.

7 STAFF IN COMMITTEE

7.1 ENVIRONMENTAL SERVICES DIRECTORATE – HEADS OF SERVICE RESPONSIBILITIES

The Director of Environmental Services advised the Committee that following confirmation of the organisational design, some refinement had been necessary within the Directorate Service Units. . She added that there had been no changes in the overall remit of responsibilities, with the exception of petroleum licensing transferring to Environmental Health from Building Control.

It was proposed by Councillor J Palmer, seconded by Councillor R Walker and

AGREED: That approval be granted for the Environmental Services Directorate as set out in the report from the Director of Environmental Services.

7.2 ACTING UP POST

The Director of Environmental Services sought approval for one acting-up position in the Leisureplex, ie the phased retirement of the Plant Manager, to continue after 31 March 2015.

It was proposed by Councillor A Givan, seconded by Councillor T Jeffers and

AGREED: That approval be granted for the acting-up position of the phased retirement of the Plant Manager in the Leisureplex to continue after 31 March 2015.

It was proposed by Councillor B Hanvey and seconded by Councillor J Palmer that the remainder of the meeting take place 'Out of Committee'.

8 ANY OTHER BUSINESS

8.1 UPDATE ON COMMERCIAL WASTE (VAT) (Nno)

The Acting Assistant Director of Environmental Services (Technical Services) referred to previous Committee approval to accept commercial waste at amenity sites. Officers had been advised that the Council was not claiming VAT on commercial waste, therefore approval was now sought to remove the VAT element.

AGREED: That approval be granted to remove the VAT element from commercial waste charges at the Council's amenity sites.

8.2 ELECTRICITY PROCUREMENT (SBD)

The Acting Director of Technical & Environmental Services (CBC) referred to approval granted at the previous meeting of the Committee for the Chair and the Director of Environmental Services to sign the contract for the procurement of electricity. He now sought retrospective approval to accept the tender for the procurement of electricity.

AGREED: That retrospective approval be granted to accept the tender from LCC for the procurement of electricity for Lisburn & Castlereagh City Council.

8.3 THANK YOU

As this was the last meeting of the Committee in the current year, the Chair thanked Members for their support and participation. He also thanked officers for their support and particularly the Members' Services officer for producing accurate minutes. He also offered his best wishes for success to the Director of Environmental Services in her post. The Chair also wished Councillor B Hanvey, and Councillor T Mitchell every success as Chair and Vice-Chair of the Environmental Services Committee in the next year.

There being no further business, the meeting ended at 7.54 pm.

Chair:

Date: