



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON WEDNESDAY 8 JUNE 2016 AT 6:30 PM

In the Chair : Councillor J Montgomery

Members Present : Aldermen - T Burns, P Barr, J Smyth
Councillors - N Kelly, T Hogg, D Hollis, M Goodman, M Magill, V McWilliam, M Rea

Non-Committee Members Present : Councillor – J Blair

Officers Present : Director of Operations - Ms G Girvan
Head of Arts and Culture - Ms U Fay
Head of Leisure – Mr I McMullan
Head of Environmental Health - Mr C Todd
Environment Manager – Mr M Laverty
Recycling Manager – Ms L Mayne
Media & Marketing Officer – Mrs J McIntyre
ICT Officer – Mr J Higginson
Member Services Officer - Mrs D Hynes

CHAIRMAN'S REMARKS

The Chairman welcomed everyone to the June Operations Committee Meeting and reminded all present of recording requirements.

The Chairman thanked his predecessor and previous vice chair for an excellent year, indicated that he was very pleased to have been appointed as Chairman of the Operations Committee and welcomed Cllr Matthew Magill as Vice Chair.

1 APOLOGIES

Alderman M Girvan, Councillor D Ritchie

2 DECLARATIONS OF INTEREST

None.

3.1 EH/PHWB/4 ANTRIM AND NEWTOWNABBEY HOME ACCIDENT PREVENTION GROUPS

Members were reminded that following a report in October 2015 the existing Antrim and Newtownabbey Home Accident Prevention Groups were to be merged and a new Antrim and Newtownabbey Group established.

The Public Health Agency has responsibility for the delivery of the Department for Health's 10 year 2015-2025 Home Accident prevention Strategy in partnership with others. The Public health Agency has recently established a Regional Implementation Group which includes council representation. The role of the Home Accident Prevention Northern Ireland is also being reviewed.

In order to ensure the role of the local Home Accident Prevention Group can be reviewed in line with any recommendations from the Regional Implementation Group and Home Accident Prevention Northern Ireland, it is proposed to postpone the merger of the groups.

Proposed by Councillor Kelly
Seconded by Alderman P Barr and agreed that

the formation of an Antrim and Newtownabbey Home Accident Prevention Group is postponed pending recommendations from the Regional Implementation Group and Home Accident Prevention Northern Ireland.

ACTION BY: Clifford Todd, Head of Environmental Health

3.2 ES/HS/21 HEALTH AND SAFETY SERVICE DELIVERY PLAN 2016-2017 REVIEW OF THE HEALTH AND SAFETY SERVICE DELIVERY PLAN 2015-2016

Monitoring guidance issued by the Health and Safety Executive Northern Ireland (HSENI) under Article 20 of the Health and Safety at Work Northern Ireland Order 1978 required the Council to establish and maintain a planned Health and Safety activity programme on an annual basis.

Copies of the Health and Safety Service Delivery Plan 2016-2017 and the review of the Health and Safety Service Delivery plan 2015-2016 were circulated.

Proposed by Alderman J Smyth
Seconded by Councillor McWilliam and agreed that

(a) The Health and Safety Service Delivery Plan 2016-2017 be approved.

(b) The review of the Health and Safety Service Delivery Plan 2015-2016 be noted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.3 ES/FC/25 FOOD SERVICE DELIVERY PLAN 2016-2017

REVIEW OF FOOD SERVICE DELIVERY PLAN 2015-2016

The Council was required to produce an annual plan showing how it intended to fulfil its statutory duties and deliver Food Control services.

Copies of the Food Service Delivery Plan 2016/2017 and the review of the Food Service Delivery Plan 2015/2016 were circulated.

Proposed by Alderman J Smyth
Seconded by Alderman P Barr and agreed that

(a) The Food Service Delivery Plan 2016/2017 be approved.

(b) The review of the Food Service Delivery Plan 2015-2016 be noted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.4 EH/EHS/CP/1 REVIEW OF THE CONSUMER PROTECTION SERVICE DELIVERY PLAN 2015-2016

The Council had prepared an annual plan showing how it intended to fulfil its statutory duties and deliver services under consumer protection legislation.

Copies of the review of the Consumer Protection Service Delivery Plan 2015-2016 and the Consumer Protection Service Delivery Plan 2016-2017 were circulated.

Proposed by Councillor Hogg
Seconded by Alderman J Smyth and agreed that

(a) The review of the Consumer Protection Service Delivery Plan 2015/2016 be noted.

(b) The Consumer Protection Service Delivery Plan 2016-2017 be approved.

ACTION BY: Clifford Todd, Head of Environmental Health

3.5 L/P/31 USE OF CAMPBELL MEMORIAL GARDEN (NEWTOWNABBEY WAY) FOR CHURCH EVENT

Correspondence had been received from Idris Lloyd, on behalf of Carntall Mossley LOL 134, requesting permission to hold a short prayer meeting at Campbell Memorial Garden on 12 July 2016 from 8.30am to 8.45am. The church wished to use the trench area and would like to bring their bus into Mossley Mill grounds on the day.

Proposed by Alderman P Barr
Seconded by Councillor Kelly and agreed that

permission be granted to Carnall Mossley LOL 134 to hold a short prayer meeting at Campbell Memorial Garden on 12 July 2016.

ACTION BY: Ivor McMullan

3.6 AC/EV/8 100 YEAR ANNIVERSARY BATTLE OF THE SOMME

The May meeting of the Battle of the Somme Working Group was held on Thursday 26 May 2016 in Mossley Mill and the minutes were circulated for members' information.

Proposed by Councillor Hogg
Seconded by Councillor Rea and agreed that

the minutes of the Somme Working Group be approved.

Noted: The Chair and Councillor Hogg paid tribute to Ursula Fay and her team for co-ordinating and launching the Somme Programme. Councillor Hogg paid tribute to the representatives from external organisations involved in the working group and in particular to representatives of the Royal British Legion for their contribution and time to a fitting commemorative programme.

ACTION BY: Ursula Fay, Head of Arts and Culture

3.7 L/P/19 GRASS MANAGEMENT

Introduction

The Grass Management group continued to meet and an update on progress, including on those issues approved through Committee in March was set out below:

Traffic Management Regulations - Roundabouts and Verges

New working arrangements in place to comply with Traffic Regulations have resulted in all but 7 locations accessible by Council teams and cuts are on a fortnightly schedule. The outstanding 7 locations (Appendix 1 A circulated) would be cut monthly with TNI providing traffic management access and egress on or around 18th/19th May, 22nd/23rd June, 20th/21st July, 24th/25th August and 24th/25th September.

Timetable for Programming of Hard Landscaping

The sub-group had identified a number of roundabouts for improvement and Officers continued to work on developing a timetable:

- (i) A total of 12 roundabouts were identified in the Antrim area which would benefit from the introduction of additional hard landscaping and alternative planting to ensure that the impact of the reduction in the number of cuts does is minimised and maintenance costs are reduced. Details were circulated – Appendix 1B.
- (ii) Roundabouts on the A8 - Officers were working with TNI to develop proposals and options, within Traffic Regulations, for improving landscaping

- (iii) Options for enhancing Sandyknowes Roundabout would also be considered and proposals brought forward for consideration.

Urban Grass Cutting

As Members recalled from the March report to Committee, it was agreed that in the event that Transport Northern Ireland (TNI) confirmed that it would not have the budget to carry out urban grass cutting, that council would commission TNI contractors to carry out 5 cuts at an estimated cost of £10,000 per cut. TNI did confirm that there would not be budget to carry out normal grass cutting and the contractors have been commissioned. In the meantime, TNI completed one cut in April 2016 (through its own budgets and the remaining 5 cuts would be carried out – provisionally at this stage from May to October at 4 weekly intervals.

Best Kept Gardens

The Best Kept Garden competition had been promoted in Borough Life and the website with the deadline for applications being 31st July. Six entries would be shortlisted for best street/best garden with final judging to be confirmed by a Panel of Members (Bronze, Silver and Gold in each category). The Grass Management sub-group had recommended that Alderman Smyth and Councillors McWilliam and Clarke would judge the competition.

Flax Harvesters

Over the weekend of the 6th June, the roundabout at Coleman's Corner would be re-seeded by TNI and the Flax Harvesters would be located either on the road verge or on the roundabout. TNI have indicated that relocation of the Harvesters to the roundabout may be possible.

Working arrangements

Originally a Sub-committee was established, however it became apparent that a working group would be more effective therefore it is proposed that Grass Management is taken forward through a subgroup.

Proposed by Alderman Smyth
Seconded by Councillor McWilliam and agreed that

- (i) Alderman Smyth and Councillors McWilliam and Montgomery are nominated as judges for the Best Kept Garden competition,**
- (ii) Grass Management issues are taken forward through a sub-group, rather than a sub-committee including; Alderman Smyth and Councillors McWilliam, Hogg, Ritchie, Kelly, Montgomery and Magill.**

ACTION BY: Ivor McMullan, Head of Leisure

3.8 AC/GEN/10 ARTS AND CULTURE ADVISORY PANEL

Members were reminded that the formation of the Borough Arts and Cultural Advisory Panel was approved at the June 2015 meeting of the committee and the following elected members nominated to service on the Panel: Councillor Arthurs, Councillor Brett, Councillor Goodman, Councillor McClelland, Councillor Rea and Councillor Webb.

Following this recruitment exercises were carried out to appoint 12 independent members to serve on the Panel for the remaining term of the Council.

As part of the establishment of this new body induction sessions for elected members and independent members were held in November with the first full meeting of the Panel taking place in December 2015 with a quarterly meeting schedule for the Panel subsequently approved by the committee in March 2016.

Given the infancy of this new body and frequency of meetings it is proposed to confirm the current elected member representation for the remaining term of the Council in line with the existing term of service of independent members this giving the body time to further develop the positive working relationship between elected members, independent members and the officer team and achieve full continuity of membership.

Proposed by Alderman J Smyth
Seconded by Alderman P Barr and agreed that

With the exception of Cllr Hogg replacing Cllr Brett, the current elected member representation of the Borough Arts and Cultural Advisory Panel be confirmed in place for the remaining term of the Council, namely – Cllrs Arthurs, Goodman, McClelland, Rea, Webb and Hogg.

ACTION BY: Ursula Fay, Head of Arts & Culture

3.9 L/SAP/8 COUNCIL SPORTS AWARDS

Following the report to February committee, an initial meeting of Members, one from each party, had taken place.

The minutes of the meeting were circulate.

Proposed by Alderman J Smyth
Seconded by Councillor Kelly and agreed that

(a) The Minutes of the initial meeting be approved.

(b) The elected members nominated to the initial group remain on the working group going forward, namely Alderman Smyth and Councillors McWilliam, Hollis, McClelland, Goodman and Webb

ACTION BY: Ivor McMullan

3.10 WM/WM/04 ARC21 MEMBERSHIP

arc21 had received a further proposal from Newry, Mourne and Down District Council (NMDDC) to continue an incremental approach to membership contributions that would enable it to honour its obligations in respect of the former Newry and Mourne component of that Council.

Following the Local Government Reform, NMDDC found itself in the position of being involved in both arc21 and Southern Waste Management Partnership (SWAMP 2008).

The arc21 Joint Committee wanted to encourage the new Council to join the reconstituted arc21 and an initial proposal from NMDDC for membership was accepted by the Joint Committee. This proposal for NMCCC membership was presented and approved by Antrim and Newtownabbey's Shadow Council at the Policy, Resources, and Service Convergence Committee on 13 January 2015. This arrangement came into effect on 1 April 2015 and applied to the first year of the new Council structures.

The initial proposal enabled the new Council to meet its obligations to both arc21, on behalf of the former Down District Council, while they decided how to deal with legacy waste management issues on behalf of the former Newry and Mourne District Council.

As the Newry and Mourne component of the new Council did not require any services from arc21, the initial membership contribution proposal, approved by the other Participant Councils, was that which was already anticipated for the former Down District Council – i.e. £103k in 2015/16.

In the new proposal from NMDDC, they have requested an incremental approach in terms of contributions and service utilisation for the next two years. This would enable the Council to honour its legacy commitments to the former Newry and Mourne District Council during the transitional period when they will wind up existing waste contracts.

The proposal, in principle, is based on being able to access the range of services offered by arc21 for the Newry and Mourne component, on a graduated basis during the transitional period, whilst, at the same time, enabling the Council to fulfil its legacy obligations. In addition, the Council will continue to make the appropriate contribution on behalf of the former Down District Council component.

The Joint Committee accepts the business case to continue to allow NMDDC the support sought during this transitional period and the additional contributions proposed during this period are shown below alongside the contribution for the legacy Down area:

YEAR	Down	Newry & Mourne	Total
2015/16	£103,836	Nil	£103,836
2016/17	£103,714	£43,596	£147,310
2017/18	£142,237	£115,687	£257,924
2018/19	£133,347	£157,559	£290,906

The additional contribution payments for Newry and Mourne will lead to a reduction in the amounts payable by the other Participant Councils. The reductions for each of the other Participant Councils are as follows:

YEAR	2016/17	2017/18	2018/19	Total
Antrim and Newtownabbey	£6,708	£17,800	£24,242	£48,750
Ards and North Down	£7,565	£20,076	£27,342	£54,983
Belfast	£16,137	£42,820	£58,321	£117,128
Lisburn & Castlereagh	£6,641	£17,622	£24,000	£48,263
Mid and East Antrim	£6,545	£17,369	£23,654	£47,568
	£43,596	£115,687	£157,559	£361,842

In terms of the wider interests of arc21 and the Participant Councils, there are a number of important benefits that would derive from the inclusion of the Newry and Mourne component of NMDDC and include:

- Increased contribution apportionment – as shown above, a greater spreading of the costs of operating arc21 to the benefit of the other Participant Councils;
- Political Influence - a much larger Joint Committee provides a stronger base from which to lobby Central Government and also provides greater potential to influence Waste Strategy and Policy;
- Greater Purchasing Power - the inclusion of additional waste arisings increases the potential for achieving economies of scale;
- Residual Waste Treatment Project Minimum Guaranteed Tonnage – the principle of achieving greater economies of scale as outlined above are equally applicable in relation to the project;

In accordance with the Terms of Agreement, both the Joint Committee and the Participant Councils are required to approve the arrangement.

The Joint Committee had considered the proposal and expressed support for this approach to the membership of NMDDC to enable it to honour its legacy commitments and would ask Participant Councils to approve the proposal.

Proposed by Alderman J Smyth
 Seconded by Councillor Goodman and agreed that

the Council approves the proposal Newry, Mourne and Down District Council in order to facilitate that Council in meeting its commitments and liabilities arising from the former Newry and Mourne component, during a transitional period commencing in April 2016, as set out in this report.

ACTION BY: Michael Laverty, Environment Manager

3.11 AC/TH/4 YOUTH DRAMA GROUP

Members were reminded that the establishment of a Youth Drama Group in The Old Courthouse Theatre was agreed at the December meeting of the committee, along with the recruitment of appropriate tutors to deliver the programme. Following a recruitment exercise an experienced tutor has been appointed.

The Old Courthouse Homespun Youth Drama Group would therefore be able to commence on 10 September 2016, and would operate on the following basis:

- Open to 7 to 18 year olds, with separate sessions for 7-11 year olds and 12 to 18 year olds.
- Over three terms of 10 week blocks, which coincide with the school terms with a two hour session available weekly to each of the age groups.

Proposed by Alderman P Barr

Seconded by Councillor Goodman and agreed that

the report be noted.

ACTION BY: Ursula Fay, Head of Arts & Culture

3.12 ACCESS NI CHECKS

Members had requested that Officers consider the issue of Access NI checks for third parties with any involvement in Council events and activities.

Members were asked to note that this matter is being progressed by Human Resources and a report would be brought to the Policy and Governance Committee.

Proposed by Councillor Kelly

Seconded by Alderman J Smyth and agreed that

the report be noted.

ACTION BY: *Geraldine Girvan, Director of Operations*

3.13 L/P/BIO/19 DRD GREENWAY SMALL GRANTS PROGRAMME

The Department for Regional Development (DRD) had invited expressions of interest from local councils for a funding scheme for the development of greenways.

Greenways in Northern Ireland had been identified and developed by DRD through a strategic plan outlining a proposed greenway network. These proposed routes aim to link current greenways; many of which make use of abandoned railway lines.

This proposed network had been prioritised into two categories; primary and secondary routes across Northern Ireland and two routes have been proposed and identified in the borough by DRD.

- **Primary Route**
Ballyclare – Larne making use of abandoned narrow gauge railway.
- **Secondary Route**
Ballyclare - Lough Neagh following the Six Mile Water River.

This small grants programme sought to encourage local councils to use the strategic plan to consider the development of greenways using the following process.

Stage 1	Expression of interest	8 expressions of interest will be selected to receive £8,000 to develop a feasibility study. The deadline for submissions for stage 1 is 3 rd June 2016.
Stage 2	Feasibility Study	Up to 4 of the feasibility studies will be selected to receive a grant of £25,000 to finalise detailed design.
Stage 3	Detailed Design	<ul style="list-style-type: none"> • A fully worked project bid • Presentation to an assessment panel
Capital Grant		After completion of the stage 1 – 3 successful councils will be eligible to apply for capital funding from DRD to develop the proposed greenway.

An expression of interest had been submitted to the Greenway Small Grants programme to develop a feasibility study for the primary route in the borough as identified by DRD and the Committee would be advised on progress in due course.

Proposed by Councillor Kelly
Seconded by Councillor McWilliam and agreed that

the report be noted.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.14 AC/ACG/8 FRIENDS OF ANTRIM CASTLE GARDENS GARDENERS CORNER

Friends of Antrim Castle Gardens is a volunteer gardening group based at the Gardens, who play a vital role in contributing to the beautiful planting, garden development and visitor experience of the gardens. With a membership of 25 volunteers, Friends of Antrim Castle Gardens work alongside the staff team to support and enhance the management and maintenance of the facility.

Members were advised that the group had arranged for BBC NI Radio Ulster Gardeners Corner to visit the Gardens to record an episode of this popular show on Tuesday 14th June at 7.30pm. An invitation to attend would be issued to the Mayor, Deputy Mayor, Chair and Vice Chair of the Committee. Should any other member of the committee wish to attend members were asked to advise the Head of Arts and Culture.

A feature on Gardeners Corner provided an excellent opportunity for positive publicity for Antrim Castle Gardens, the Friends of Antrim Castle Gardens volunteers and the Council.

Proposed by Councillor Kelly

Seconded by Alderman J Smyth and agreed that

the report be noted

ACTION BY: Ursula Fay, Head of Arts & Culture, Operations Department

3.15 WM/WM/1 WASTE MANAGEMENT PERFORMANCE REPORT

WASTE TREATMENT:

Members were reminded that it was agreed to provide quarterly updates on Waste Management Performance.

Council had two statutory waste targets that had to be complied with and they are as follows:

1. Recycle 50% of all household waste by 2020;
2. Limit the landfilling of biodegradable waste to no more than 6,358 tonnes in 2020.

Under the Landfill Regulations (Northern Ireland) 2003, Council submits waste data returns to the Northern Ireland Environment Agency. These are completed on a quarterly basis throughout the year and are used by the NIEA to calculate Council's recycling rate and compliance with the landfill diversion targets e.g. Northern Ireland Landfill Allowance Scheme (NILAS).

The waste data submission for the Oct - Dec 2015 quarter has been verified and made available for publication. The waste data for this quarter is shown below compared to the previous year:

	Oct - Dec 14		Oct - Dec 15	
Total Household Waste Arisings	16,474		17,841	
Household Waste Arisings to Recycling	7,067	43%	8,006	45%

Household Waste Arisings to Recovery	1,716	10%	1,726	10%
Household Waste Arisings to Landfill	7,691	47%	8,109	45%
Total Local Authority Collected Municipal Waste Arisings	18,799		19,602	
Municipal Waste Arisings to Recycling	8,428	45%	8,881	45%
Municipal Waste Arisings to Recovery	1,821	10%	1,805	9%
Municipal Waste Arisings to Landfill	8,550	45%	8,916	45%

In the quarter Oct-Dec 2015, Council landfilled 5,093 tonnes of biodegradable waste and to date this year (Apr-Dec), 60% of the NILAS allocation has been used. It is envisaged that Council will comply with its NILAS allowances for 2015/16.

MISSED BINS:

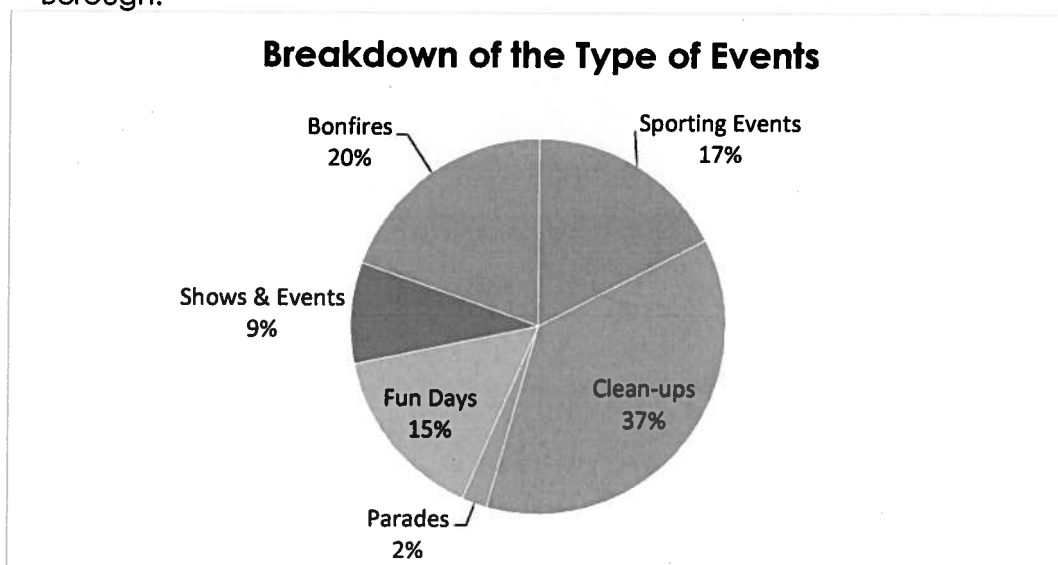
Council has a Key Performance Indicator to ensure that 99% of bins are collection on the correct day. Every day Council and its contractors complete approximately 13,000 bin collections and this equates to nearly 3 million per annum. In 2015-16 Council collected 99.9% of bins on the designated day.

These recorded missed bins are where the Council is deemed at fault and the bins will have been collected by the Waste Section if the resident reports the issue within 24 hours of the designated collection day.

SUPPORT IN KIND REQUESTS:

The Waste Management section operates support in kind scheme for local organisations or individuals. The applications generally relate to requests for waste collection and disposal activities, although portable toilets are also included in the scheme. In 2015/16 Council supported 46 applications to an approximate value of £10,000.

The graph below showed the breakdown of the type of events that were supported through the Support in Kind scheme in 2015-16. The largest proportion of the requests last year was for assistance with environmental clean-ups in the Borough.



Proposed by Alderman J Smyth
Seconded by Councillor Goodman and agreed that

the Report be noted.

Noted: On a query from Councillor Magill Officers to supply Committee with a report on the impact on recycling of the introduction of the triple stack system across the Borough.

ACTION BY: Michael Laverty, Acting Head of Waste Management

3.16 CE/GEN/60 OPERATIONS DEPARTMENT BUSINESS PLANS 2016/17

A draft of the Operations Department's business plans for 2016/17 was circulated.

Proposed by Councillor Hogg
Seconded by Alderman Smyth and agreed that

the report be noted.

Noted: On a query from Councillor Blair the aspiration to attract major events to be reflected in Business Plans.

ACTION BY: Caroline Douglas, Business Support Manager

The undernoted supplementary item was considered at this point.

3.23 SUPPLEMENTARY REPORT EH/EHS/FC/8 PUBLIC ANALYST APPOINTMENT

Members were advised that Armagh, Banbridge and Craigavon District Council had recently completed its tendering process on behalf of the 11 Councils in Northern Ireland for interested parties to provide the Public Analyst Service.

The contract to provide Public Analyst Services for the 11 Councils had been awarded to Public Analyst Scientific Services (NI) Ltd.

Article 27 (1) of the Food Safety (NI) Order 1991 requires that the Council appoint one or more persons (Public Analyst(s)) to act as Analyst(s) within the district of the Council.

Furthermore the Framework Agreement* (Chapter 2, para 12.8), stated that Antrim and Newtownabbey Borough Council shall ensure that a Food Analyst was appointed to carry out examinations and analyses of food samples. In making these appointments, all relevant legal requirements and Codes of Practice should be satisfied.

The qualifications required by Analysts were set out in the Food Safety (Sampling and Qualifications) Regulations (NI) 2013. The Environmental Health Department was satisfied that the following persons, who are employed by Public Analyst Scientific Services (NI) Ltd, fulfil the requirements of the Regulations for appointment as Public Analysts on behalf of the Council.

Mr Ronald Anthony Ennion	BSc, MChemA, CChem, FRSC, MIFST
Mr Alan Thomas Richards	BSc, MChemA, CChem, FRSC
Ms Watney Elizabeth Moran	MSc, MChemA, CChem, FRSC
Mr Duncan Kenelm Arthur	BSc, MChemA, CChem, MRSC
Mr Nigel Kenneth Payne	MSc, MChemA, CChem, MRSC
Ms Joanne Hubbard	BSc, MChemA, CChem, MRSC
Mr Kevin Wardle	MSc, MChemA, CChem, MRSC
Mr Jeremy Paul Wootten	MA, MChemA, CChem, MRSC

* The Framework Agreement on Official Feed and Food Controls by Local Authorities (Amendment 5 April 2010)

Proposed by Alderman J Smyth
 Seconded by Councillor Goodman and agreed that

the above persons are appointed as Public Analysts to the Council under Article 27 (1) of the Food Safety (NI) Order 1991.

ACTION BY: Clifford Todd, Head of Environmental Health

ANY OTHER RELEVANT BUSINESS

The Chairman informed members that going forward Any Other Relevant Business would be taken at this point of the meeting.

- (1) Councillor Kelly requested if regular reports could be provided for information to Committee in relation to Animal Welfare issues and prosecutions.

NOTED: Officers to bring back regular reports on Animal Welfare issues starting with September meeting of Committee.

ACTION BY: Clifford Todd, Head of Environmental Health

- (2) Query from Alderman Smyth in relation to Weed Spraying of paths, growth of weeds and also grass cutting in particular the Dual Carriageway on the way to Ballymena at the Barnish Road Junction.

NOTED: Head of Leisure to look into these matters.

ACTION BY: Ivor McMullan, Head of Leisure.

- (3) Councillor Kelly requested when information can be obtained in relation to the Facilities Opening Hours Survey.

NOTED: The Chair confirmed that when this information has been analysed a report will come before Committee.

ACTION BY: Ivor McMullan, Head of Leisure.

- (4) Councillor Magill requested an update in relation to the Antrim Castle Gardens bid application for the Tower of London Poppies.

Noted: Officers to update Members when they have received information on the next Stage of the Application.

ACTION BY: Ursula Fay

- (5) Query from Councillor Hogg in relation to Recycling Facilities opening hours.

Noted: Officers to bring back a report on Amenity Opening hours following completion of surveys through Borough Life.

ACTION BY: Geraldine Girvan, Director of Operations.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor Goodman
Seconded by Alderman J Smyth that

that the following Committee business be taken In Confidence.

The Chairman advised that audio-recording would cease at this point.

IN CONFIDENCE

3.17 IN CONFIDENCE WM/WM/5 ARC21 JOINT COMMITTEE PAPERS

As agreed at the November meeting of Council, the papers for the May 2016 arc21 Joint Committee Meeting were circulated.

Members were reminded that these documents were confidential and may be legally privileged or otherwise protected from disclosure so therefore Members should not disclose this information to any third party and the information must be kept secure.

Proposed by Councillor Goodman
Seconded by Alderman J Smyth and agreed that

the papers be noted;

ALSO

**Proposed by Councillor Goodman
Seconded by Councillor Hollis**

On a vote of 7 in favour, 3 against and no abstentions it was agreed

that the Chief Executive be asked to examine the Becon Presentation to Council of 2nd June 2016 for comparison with Item 8 (Minutes) contained in the May 2016 Arc 21 Joint Committee Papers.

ACTION BY: Geraldine Girvan, Director of Operations

3.18 WM/WM/15 IN CONFIDENCE ARC21 PROCUREMENT OF WASTE CONTAINERS CONTRACT

The arc21 Waste Container Supply Contract for the five of its constituent Councils, including Antrim & Newtownabbey, was due for renewal. The current supply contract provided Council with a range of waste containers, including 240L bins, kitchen caddies, bottle banks, and caddy liners.

A new supply contract had been procured by arc21, in accordance with the EU Open Procedure, with individual lots for each type of container for a period of one year, with a further 12 months if required. A copy of the arc21 Tender Report was circulated for information.

The Tenders were evaluated in accordance with the criteria stated in the tender documents. The weightings of the Cost and Technical assessment sections were 70% and 30% respectively.

Six tender submissions were returned to arc21 in relation to the procurement exercise from the following organisations:

- [REDACTED]
- Craemar;
- Cromwell;
- [REDACTED]
- Sellers;
- Schaefer.

Following the evaluation process, the companies, listed below, achieved the highest scores and therefore deemed to be the most economically advantageous. There is no minimum guaranteed quantities or exclusivity of supply.

Container Size	Supplier	2016 Price	2014 Price
140 l	Craemer	[REDACTED]	[REDACTED]
180l	Craemer	[REDACTED]	[REDACTED]
240 l	Craemer	[REDACTED]	[REDACTED]
360 l	Schaefer	[REDACTED]	[REDACTED]
660 l metal	Sellers	[REDACTED]	[REDACTED]
1100 l plastic	Craemar	[REDACTED]	[REDACTED]
1100 l metal	Sellers	[REDACTED]	[REDACTED]
Compostable Kitchen Caddy Liners (roll of 30)	Cromwell	[REDACTED]	[REDACTED]

The prices shown above were the average prices as different load sizes of the containers can be ordered and this may lead to a variation in the unit price. The actual prices for the different load sizes were shown in the attached full tender

report. No tenders were received for a number of the lots and a further procurement exercise will be initiated.

Due to the reduction in oil prices, there was a significant fall in the cost of the plastic containers. Council would be purchasing wheeled bins and caddy liners this year and it was recommended that the listed suppliers are used.

Proposed by Councillor Hollis
Seconded by Alderman J Smyth and agreed that

Council approves the award of contract for the listed companies to supply waste containers suppliers for a period of one year with an option to extend for a further 12 months.

Noted: Officers to bring back a report in relation to cost breakdown for black bins.

ACTION BY: Michael Laverty, Environment Manager

3.19 IN CONFIDENCE L/LEI/2 LEISURE GRANTS

As members were aware the Leisure Grant Aid Programme was open to groups and clubs and a total of 21 requests for leisure grant aid were received up until June 2016. One application was deemed ineligible.

Applications

The applications have been scored and recommendations were circulated: (Appendix 1)

Grant Aid request Totals – June 2016

Grant	Received to date	Overall Budget Available	Requested June 16
Capital grants for sports clubs (£20,000)	0	4 x £20,000 grants awarded annually (£10k p.a. for 2 yrs) = £40,000	No requests received
Club Minor Works Grants – between £5,000 - £20,000	1	£50,000	£8,525
Events Grant (local)	0	£20,000	No requests received
Events Grant (exceptional/regional)	2	£25,000	£7,000
Grants to individuals and clubs	14	£35,000	£6952.50
Elite Athlete training bursary	4		
TOTAL	21	£170,000	£ 22,477.50
Balance for 1st call June 2016			£ 22,477.50

Proposed by Councillor McWilliam
Seconded by Alderman J Smyth and agreed that

approval is given for Leisure Grant Aid awards as detailed in Appendix 1

Noted: On a query from Alderman Burns Officers to liaise with applicant re Super Cup.

Noted: On a query from Alderman Smyth Officers to bring a report back to Committee on Minority Sports across the Borough.

ACTION BY: Ivor McMullan/ Richard Stewart

3.20 IN CONFIDENCE FI/PRO/QUO/138 TENDER PROVISION OF CATERING SERVICE AT VALLEY LEISURE CENTRE

Legacy Newtownabbey Borough Council agreed in December 2014 that the Valley Leisure Centre needed a quality catering service in order to meet customer expectations and 'Planks @ the Valley' was approved for a trial period up to 31st March 2016, rent free and with electricity costs being met by Council . The franchisee agreed to invest an estimated £10,000 to improve the appearance of the café area.

The new franchisee opened in February 2015 following refurbishment work. To assist assessment of the business uptake people counters were installed and customer satisfaction surveys were conducted.

Council's management accountant has reviewed the financial business statements for the business confirming that it is almost breaking even without payments for rent and electricity being made.

The franchisee had built the business up over the year and given the close to breakeven nature of the business statements a further one year extension (rent free) would allow this new business to be further established in advance of a competitive process due on 1st April 2017.

Taking into account the newness of the business and the level of business that had been built up it was proposed that the franchisee be asked to meet 25% of electricity costs during the year to 31st March 2017.

Proposed by Alderman J Smyth
Seconded by Councillor Kelly and agreed that

Council approves an extension of the existing contract to 31st March 2017, rent free, with the franchisee meeting 25% of electricity costs during that period. Franchise opportunity to be subjected to competition from 1st April.

Noted: Officers to look at the possibility of a Coffee Hub type arrangement at V36 and report to Committee at the earliest convenience.

ACTION BY: Stephen Bartley Valley Leisure Centre Manager

Noted: Going forward proposals for franchise arrangements be brought to Committee before a tender exercise is undertaken.

ACTION BY: Geraldine Girvan, Director of Operations

3.21 IN CONFIDENCE L/LEI/SMW SIXMILEWATER PARK – PARK IMPROVEMENT TO FENCING ON MILL ROAD

The Sixmilewater Park was a focal point in the Ballyclare area which provided recreation facilities for people of all ages, serving the local community well. The Mill Road boundary was a primary approach to Ballyclare and as such the boundary fencing, which is in need of replacement, impacts on the visual impact on this key approach to the town.

Officers have explored replacement of the fence together with additional specimen tree planting to enhance the Park boundary (see appendix 1 circulated). If approved, the improvements would complement the public realm works in the town. Officers have explored a number of options for replacement of the fence and identified some specimen trees which will add to the visual amenity from spring through to autumn.

Four options for replacement fence had been identified as set out in the Business Case (circulated). In summary these are:

		Estimated Costs
1.	Traditional Estate Fencing	£15,000 - £20,000 (approximately) (depending on durability)
2.	Traditional Parks Fencing	£24,140
3.	Ibex Fencing	£14,945
4.	Wooden post and rail	£14,430

As set out in the Business Case, Option 3, Traditional Parks Fencing at an estimated cost of £24,140 is proposed, together with tree planting at an estimated cost of £3,000.

Proposed by Councillor McWilliam
Seconded by Councillor Kelly and agreed that

the Boundary of the Sixmilewater Park, Mill Road, be upgraded to include traditional parks fencing at an estimated cost of £24,140 with planting of up to 20 trees at an estimated cost of £3,000, to be met from existing Parks budgets.

ACTION BY: Ivor McMullan, Head of Leisure, Operations Department

3.22 IN CONFIDENCE CRUMLIN HOUSEHOLD RECYCLING CENTRE

Members were advised that this report would be brought to a future Committee meeting.

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Alderman J Smyth
Seconded by Councillor Hollis that

the remainder of Committee business be taken in Open Session.

The Chairman advised that audio-recording would recommence at this point.

ANY OTHER RELEVANT BUSINESS

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.35pm.

MAYOR

Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.