



MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON MONDAY 8 MAY 2017 AT 6:30 PM

- In the Chair** : Councillor J Montgomery
- Members Present** : Aldermen - T Burns, P Barr, and J Smyth
Councillors - M Goodman, N Kelly, R Lynch, M Magill, V McWilliam and L Clarke
- Non-Committee Members Present** : Councillors – J Blair, N McClelland and B Webb
- Officers Present** : Director of Operations - Ms G Girvan
Head of Leisure - Mr I McMullan
Head of Waste Management - Mr M Lavery
Head of Arts & Culture - Ms U Fay
Head of Environmental Health - Mr C Todd
Media and Marketing Officer – Ms V Walsh
ICT Officer - Mr C Bell
Member Services Officer - Mrs D Hynes

CHAIRMAN'S REMARKS

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

1 APOLOGIES

Alderman Girvan, Councillor Hollis, Councillor Rea and Councillor Ritchie

2 DECLARATIONS OF INTEREST

None.

3 REPORT ON BUSINESS

3.1 L/LEI/00/10 DISABILITY SPORT NORTHERN IRELAND: ACTIVE LIVING 2021, DISABILITY SPORTS HUB PROJECT

Disability Sport Northern Ireland (DSNI) had secured funding from the Department for Communities to deliver a project identified in the Active Living: No Limits 2021 Action Plan i.e. the development of "Disability Sports Hubs" throughout Northern Ireland to provide innovative and inclusive sports and leisure programmes for people with disabilities. Details were circulated.

DSNI had approached Council to work in partnership to establish a Disability Sports Hub in the Borough.

To enable councils to deliver this project, DSNI would:

- Provide a range of specialist equipment valued at £45,500, which is adapted and/or designed to the specialist needs of the user.
- Work in partnership with Council to support the development of a range of sport and active recreation programmes for people with disabilities at the Disability Sports Hub site(s).
- Promote the use of Disability Sports Hubs to people with disabilities and disability organisations throughout Northern Ireland.

In return Council would be required to designate an appropriate officer to implement and progress a two year action plan in partnership with DSNI and fund two specialist training days for a minimum of ten local staff and volunteers costing in the region of £1900. This could be done within existing budgets.

LOCATION OF DISABILITY SPORTS HUB

Officers had considered the potential to locate the Hub at a single site and believe that this will limit the potential to maximise use of the equipment. At this time the Valley Leisure Centre, Antrim Forum and Sixmile Leisure Centres being identified as 'satellite' Disability Sports Hubs had been discussed, in principle, with DSNI. The equipment for the Hubs would be located at these facilities enabling delivery of various programmes.

This project would contribute to several Northern Ireland Strategies and Action Plans to increase the number of people with disabilities involved in sport and recreation the project also addresses key aspects of Council's Corporate Plan. *"Ensuring that our communities have access to high quality services and facilities and that the support we provide will lead to a more active, healthy and empowered community"*

Proposed by Alderman Barr

Seconded by Councillor Clarke and agreed that

Council approves the partnership with Disability Sport Northern Ireland (DSNI) whereby DSNI will provide £45,500 in specialist equipment for the leisure centres listed and Council commits to designating an officer to implement the agreed two year action plan and fund two specialist training days as set out above.

ACTION BY: Roberta Flaherty (Leisure Services Manager)

3.2 L/GEN/43 ENVIRONMENTAL IMPROVEMENT WORKS AT KNOCKENAGH AVENUE, RATHFERN

Background

Following approval of an Environmental Improvement scheme at Knockenagh Avenue, Rathfern contractors are currently on site.

In March 2017, Council agreed to the request from Rathfern Community Regeneration Group for permission to maintain the area of the Environmental Improvement scheme at Knockenagh Avenue, subject to legal and financial details being approved.

Service Level Agreement

Officers had developed a Service Level Agreement (circulated). This set out the Terms and Conditions of the arrangements for grass cutting, weeding, litter picking and all other maintenance so as to keep the land in a clean and tidy condition. It stated the number of hours work that would be required and the cost of this work.

Officers had assessed the value of the work £7,740 per annum, with a start-up equipment allocation in year one only of £1,540. The Agreement indicated an initial commitment for two years, reviewed thereafter and reported to Committee.

Allotment Management

A total of 28 allotment plots would be developed on the site which Council would manage in line with its other allotments. Given that local demand from a consultation in 2014 indicated in the region of 32 interested parties, it was intended to draw the initial release to local applicants as follows:

1. Expression of Interest forms to be distributed to homes in Rathfern and made available in Rathfern Social Activity Centre;
2. Forms to be submitted electronically to Council - plots to be allocated on a first come-first serve basis (12-26 May 2017);
3. After 26 May, any remaining plots to be opened out to those residents on Council's wider waiting list;

Based on approved costings for Council's existing allotment facilities, the annual rental rates pro rata were as follows:-

Rental	Annual Rates
5m x 5m plot	£10
	£18
5m x 10m plot	
Shed*	£15

*5mx10m plots only

It is expected that tenants will be able to access their plots from September 2017, and in this instance the rental period will be to March 2018. It was

proposed that free compost would be provided in the first year in order to support the new tenants to establish plots.

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the Service Level Agreement for the maintenance of the site of the Environmental Improvement Scheme at Knockenagh Avenue to Rathfern Community Regeneration Group be approved subject to the start date being confirmed in accordance with contractual arrangements post project completion.

ACTION BY: Elaine Upton, Countryside & Physical Activity Development Manager

3.3 ES/G/11 ENVIRONMENTAL HEALTH ENFORCEMENT POLICY

Members were reminded that the enforcement activity carried out by the Environmental Health Service was applied in accordance with an Environmental Health Enforcement Policy. The policy was adopted by Policy Resources and Service Convergence Committee at its meeting on 10 February 2015.

The policy set out the principles and approach adopted in applying the legislation falling under the remit of the Environmental Health Service to ensure effective, consistent and open enforcement.

As set out in the policy, a review would take place every two years to ensure that it satisfies current legal requirements and customer expectations of the Environmental Health Service. This had been completed and the revisions were highlighted in red (circulated).

The revised policy had undergone Equality Screening and an impact assessment was not required.

Proposed by Alderman Barr
Seconded by Councillor Clarke and agreed that

the revised Environmental Health Enforcement Policy be approved.

ACTION BY: Clifford Todd, Head of Environmental Health

3.4 EH/EHS/LR/11 SCHEME OF DELEGATION

Members were advised that due to the revision of legislation for which Environmental Health had responsibility, it was necessary to update the scheme of delegated functions for the Director of Operations and the Head of Environmental Health. Copies of the revised schedules were circulated.

This revision included some new provisions and clarification on existing legislation.

Proposed by Councillor McWilliam
Seconded by Councillor Lynch and agreed that

the schedule of delegated functions for the Director of Operations, Geraldine Girvan and Head of Environmental Health, Clifford Todd are adopted.

ACTION BY: Clifford Todd, Head of Environmental Health

3.5 AC/GEN/37 ARTS AND CULTURE GRANT AID

Members were reminded that a revised Arts and Culture Grant Aid Programme was approved by the Operations Committee in March 2017. The purpose of the grant programme was to provide financial assistance to individuals and groups in the Borough for a range of arts and heritage purposes.

To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. A total of 6 eligible applications have been assessed by officers under the appropriate funding category and maximum award available. A summary of the applications is set out below along with the proposed awards:

Ref	Group Individual	Funding Category	Funding Purpose	Score	Amount Awarded
3112	Individual	Participation in specialist training or study.	To attend Ulster Youth Choir residential.	75%	£495
3069	Individual	Participation in specialist training or study.	To attend Ulster Youth Choir residential.	75%	£495
3032	Individual	Participation in specialist training or study.	To attend Ulster Youth Choir residential.	80%	£495
3921	Individual	Participation in specialist training or study.	To have training to allow completion of a novel for children.	65%	£500
2972	Neillsbrook Fold Tenants' Association	The Production of Art Work/Activity.	To promote local stories and 'Memories of the Old Bleach Randalstown' through art workshops and events.	70%	£500

2814	Ballyclare Musical Festival	Major Events or Festivals which must be held in the Borough and open to the public.	To support Ballyclare Musical Festival.	60%	£1,000
				TOTAL	3,485

The total budget available for arts grants for 2017/18 was **£14,000**. The total amount proposed for these awards was **£3,485** leaving a balance of **£10,515** to fund any future applications in the current financial year.

Proposed by Councillor Lynch
 Seconded by Alderman Smyth and agreed that

the Arts and Culture Grant Awards be approved.

ACTION BY: Karen Smyth, Arts Development Officer, Operations Department

3.6 AC/GEN/43 STREETWISE COMMUNITY CIRCUS – SOCIAL CIRCUS PARTNERSHIP

Members were reminded that it was agreed at the April 2016 committee meeting to establish a partnership with Streetwise Community Circus and the Northern Trust to deliver the 'Social Circus' project and to provide space in The Courtyard Theatre for the delivery of 24 weekly workshops, to run over 3 terms of 8 weeks, at no charge for this project.

Streetwise Community Circus is a community arts organization based in Belfast, which aims to make circus skills accessible to people throughout Northern Ireland, irrespective of gender, age, disability, or economic, religious or cultural background, by providing circus workshops throughout the community run by teams of experienced tutors. Workshops involve tuition in traditional circus skills such as juggling, stilt walking and other traditional forms of circus craft.

Streetwise identified the Courtyard Theatre as their preferred location in the Borough as they have been working with the Trust to establish a corridor for the Social Circus project, which stretches from Larne to Newtownabbey taking in Whitehead and Carrickfergus. The Trust identify suitable participants and provide transport to the workshops which ensures that the project is open and accessible to residents from throughout the Borough.

The 'Social Circus' project had proved very successful with 25 participants taking part and enjoying tangible health and wellbeing outcomes as a result whilst also learning new skills, developing confidence and nurturing talent. The funding of £7,000 for the project had been provided by Streetwise through their successful application to the Arts Council Northern Ireland. They are making a further application for this funding and if successful would like to invest a further £7,000 to continue the Social Circus project once again commencing in September 2017. They had requested that The Courtyard Theatre was provided for the delivery of a further 24 workshops, over 3 8 week terms at no charge.

This innovative partnership project has the potential to contribute to the Councils corporate vision in terms of 'People' by providing services and support to citizens, which leads to a more active, healthier and empowered community. The project also aims to nurture talent, develop confidence and improve the wellbeing of vulnerable citizens within the Borough. In addition 'Social Circus' has the potential to make a positive contribution to the 'Love Living Here' Community Plan themes of

- Citizens enjoy good health and wellbeing
- Citizens live in connected vibrant spaces and
- Citizens achieve their full potential

It was proposed to continue the partnership with Streetwise Community Circus and the Northern Trust to deliver another 'Social Circus' programme in the Courtyard Theatre, at no charge, through delivery of 24 workshops over 3 terms of 8 weeks commencing in September 2017.

Proposed by Councillor Kelly
 Seconded by Alderman Barr and agreed that

continuation of the partnership with Streetwise Community Circus and the Northern Trust to deliver the 'Social Circus' project in The Courtyard Theatre from September 2017 at no charge be approved.

ACTION BY: Bernard Clarkson, Arts Service Manager, Operations Department

3.7 G/HSWB/43 BIKE TO WORK SCHEME

The Department for Infrastructure Cycling Unit, which delivered the Travelwise initiative, had previously provided match-funding support (up to £3,000) to local authorities to hold Bike Week events. Notification had recently been received from the Department, (circulated) (Appendix 1), informing Council that this support would not be available for 2017.

However, Officers wish to still organise a number of events and initiatives throughout the year, so as to continue to encourage the promotion of cycling and other sustainable modes of travel.

Programme Details	Location	Costs
Cycle activities to be delivered at the Street Velodrome event, 17th & 18th June 2017 , to include: <ul style="list-style-type: none"> • Family Fun Skills training (including bike checks) • Led bike sessions (2 days) and slow bike ride (1 day) 	<ul style="list-style-type: none"> • Castle Mall, Antrim 	£1,500
Sustrans "Bikeability" Cycle Training Courses* (June – September 2017) to include: <ul style="list-style-type: none"> • Fit Families – safe cycling courses • Basics Bike Maintenance courses 	Various venues, to include: <ul style="list-style-type: none"> • Antrim Castle Gardens • Six Mile Water Park, Ballyclare • Hazelbank Park, Newtownabbey 	£1,500

*A mobile unit with 12 Bikes, is provided		
	TOTAL COST:	£3,000

These can be financed from the Sports Development revenue budget (2017/18).

Proposed by Councillor Lynch
 Seconded by Councillor Kelly and agreed that

Council's participation in Bike Week 2017, is approved, as set out above, provided for within existing budgets.

ACTION BY: Elaine Upton, Countryside & Physical Activity Development Manager

3.8 L/P/6 BEST KEPT AND BRITAIN IN BLOOM: RANDALSTOWN READY FOR JUDGING

In 2016 Council entered 13 towns and villages into the Ulster in Bloom and Best Kept competitions. As Members recalled Council had several successes in each competition in 2016, receiving a record number of awards for the towns, villages, etc, nominated. Randalstown was successful in each competition and had been chosen by the respective organisers (NILGA and NI Amenity Council) to represent Northern Ireland in both Britain in Bloom and Ireland's Best Kept Towns respectively. Tidy Randalstown had been preparing and continues to plan to ensure that the town will look its best for these prestigious competitions.

In the Britain in Bloom Competition, Randalstown was one of 79 finalists vying to win a coveted Gold medal and to be crowned one of the cleanest, greenest and most beautiful places in the UK.

Britain in Bloom

In August, Tidy Randalstown would lead RHS Britain in Bloom judges on a tour of their town. The winners would be announced at the Britain in Bloom awards ceremony in Llandudno, North Wales on Friday 27 October.

Best Kept

The All Ireland Best Kept finals would be judged in May 2017.

Proposed by Councillor Clarke
 Seconded by Alderman Smyth and agreed that

the report be noted.

NO ACTION

3.9 L/P/30 SHARED USE PATH - HAZELBANK

The 'shared used path' particularly between Gideon's Green and Hazelbank had been an ongoing issue for a number of years with regard to usage between pedestrians and cyclists.

Members considered how best to improve safety and shared access at the Operations Committee in May 2016 and agreed that the 'One Path Initiative' developed by Sustrans should be used as a basis to operate the path. Initiatives put in place as a result included increased park warden patrols, enhanced signage to highlight the shared nature of the path and promotion of a variety of events making use of the path.

The actions have had a minimal impact in improving the balance of usage between pedestrians and cyclists particularly at the high use of area at Hazelbank Park.

Members recalled that Sustrans advice at the time was that to separate users by a painted line was not advisable as experience elsewhere had indicated that this arrangement encourages cyclists to increase their speed, thus creating more dangers for pedestrians. The physical space needed for two totally separate paths was not available.

More recently chicane type barriers had been installed at 2 strategic locations on the Hazelbank path to ensure that cyclists reduce speed at this very busy stretch of path. Although some complaints had been received from cyclists, many other people have contacted Council to support these measures. These barriers (circulated) can be locked, opened or closed to allow for events and cleaning of the path as necessary.

Informal consultations were ongoing. The suitability of the barriers would be reviewed on an ongoing basis and further information would be brought to the Operations Committee at the end of the summer. Officers would continue to record and analyse reports from this area.

Proposed by Alderman Barr
Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

3.10 EH/PHWB/3 AFFORDABLE WARMTH

Members were reminded that Antrim and Newtownabbey Borough Council in partnership with the Department for Communities and the Northern Ireland Housing Executive deliver the Affordable Warmth Scheme. Affordable Warmth is the Department's primary scheme for tackling fuel poverty.

The scheme targets identified low income households and delivers energy efficiency improvement measures to qualifying households. The Council also had discretion regarding accepting referrals from households outside the targeted areas.

In 2016/17 Councils took on an enhanced role in relation to the scheme. In addition to conducting the initial eligibility survey, Council officers now collate the income verification documentation before forwarding to the Northern Ireland Housing Executive. This had resulted in a significant reduction in the cancellation rate for the scheme. In addition, referrals were made to other in house services such as Home Safety and Energy Efficiency as well as a wide range of external agencies.

In 2016/17 the Council received £107,250 from the Department for Communities to deliver the scheme and signed a service level agreement to refer 46 completed surveys per month to the Northern Ireland Housing Executive from May 2016 to March 2017.

Due to the absence of a budget being set by the Northern Ireland Assembly, the Department for Communities had allocated a reduced budget to each of the 11 Councils for the period April to June 2017 of £13,575. Councils were only permitted to provide 25 referrals to the Housing Executive during this period with no carry over between months. Figures on the value of approvals, measures installed and homes improved for the Council area would be reported at a later date.

Proposed by Alderman Smyth
Seconded by Councillor Lynch and agreed that

the report be noted.

NO ACTION

3.11 WM/GEN/7 EXPANSION OF THE TRIPLE STACK SYSTEM

In October, Council approved the expansion of the triple stack units and 180L bins to the remaining 24,000 legacy Newtownabbey households. The aim was to complete the expansion of the scheme by December 2018 and in order to meet this deadline, the following indicative timetable was agreed:

Area	Estimated Expansion
Glengormley/Carnmoney/Mayfield (DEARA funded)	Spring 2017 (completed on 26 April 2017)

Rathcoole/Rathfern/Longlands/Bawnmore (DEARA funded)	Spring 2017 (To be completed by June 2017)
Whiteabbey/Jordanstown	Autumn 2017
Ballyduff/Fairview	Autumn 2017
Hightown/Rural Glengormley	Spring 2018
Ballyclare	Spring 2018
Doagh/Rural Parkgate/	Autumn 2018
Ballynure/Rural Ballyclare	Autumn 2018

Approximately £1,356,000 capital funding was allocated to the scheme, however Officers indicated that where possible applications would be made to DAERA for funding. In March, up to £415,457 was secured from the Department and as a result Glengormley, Carnmoney, and Mayfield were completed on 26 April 2017. It was envisaged that the scheme would be fully implemented in Rathcoole, Rathfern, Longlands, and Bawnmore by end of June 2017, again funded by the Department.

While the DAERA officials have indicated that there is likely to be further significant capital grant from the Department for new recycling initiatives, it appears that this will now not be available until April 2018.

Officers will continue with expansion to the two areas identified for delivery in autumn 2017 through approved capital budgets and will liaise with Departmental officials regarding potential grant aid for areas identified for implementation in 2018.

GLASS COLLECTION - ANTRIM

In terms of recycling collection services in legacy Antrim, and in particular the kerbside collection of glass from the households, Officers are exploring options for collection. When this is complete, a report will be brought to Committee with details of the potential collection options.

Proposed by Alderman Barr

Seconded by Councillor Lynch and agreed that

the report be noted.

NO ACTION

3.12 L/LEI/152 VILLAGE OF THE YEAR 2017

Correspondence had been received with regard to a new television programme being made for Channel 4, 'Village of the Year 2017', highlighting that only limited applications had been received from Northern Ireland (details circulated).

The programme makers are looking for residents to tell them why they love where they live.

All nominated villages will be grouped in to four broad regions of the UK and each region will have one winning village that will go through to a grand final with an opportunity to win £10,000 prize and to be crowned Village of the Year.

This opportunity had been circulated to residents groups in the Borough. This would be followed up with any assistance that can be given. Officers in Community Planning and Regeneration would also be notified as the concept fits well with the Community Plan.

Proposed by Alderman Barr

Seconded by Councillor Lynch and agreed that

the report be noted and that Officers forward the criteria for applications to Members.

ACTION BY: Lindsay Houston, Biodiversity Officer

3.13 EH/EHS/2 WELFARE OF ANIMALS UPDATE

The reports on enforcement activity under the Welfare of Animals Act (Northern Ireland) 2011 were circulated for the period 1st January 2017 to 31st March 2017.

The statistical analysis gave a full breakdown for the whole of the Northern Area (Antrim and Newtownabbey, Mid and East Antrim, Causeway Coast and Glens, and Mid Ulster).

The number of cases reported in the last quarter showed little variance with dogs remaining the highest species being reported.

A total of 182 visits were carried out across the borough, resulting in 3 animals being seized and 5 Improvement Notices being issued.

Proposed by Councillor Kelly

Seconded by Alderman Barr and agreed that

the report be noted.

NO ACTION

3.14 EH/EHS/LR/7 DOG CONTROL

Members were reminded that at the March meeting of the Operations Committee a report was presented outlining the approach to be taken in addressing the issue of irresponsible dog owners. Members requested an update on the enforcement activity for dog related offences.

The figures below highlighted the activity for the period 1 January 2016 to 31 March 2016 and from 1 April 2017 to 20 April 2017 to reflect the impact of the new approaches approved by the Operations Committee in March this year.

The targeted patrols coupled with the filling of vacant Enforcement Officer posts had already had a significant impact in the number of Fixed Penalty Notices served for dog fouling offences.

Members will receive further updates as more initiatives outlined in this new approach are implemented.

1st January 2016 – 31st December 2016

Stray dogs impounded	303
Fixed penalty notices issued for straying	5
Fixed penalty notices issued for no dog licence	39
Control conditions attached to dog licences	14
Fixed penalty notices issued for failure to comply with control conditions	3
Fixed Penalty Notices issued for fouling	2

1st January 2017 – 31st March 2017

Stray dogs impounded	70
Fixed penalty notices issued for straying	3
Fixed penalty notices issued for no dog licence	8
Control conditions attached to dog licence	8
Fixed penalty notices issued for failure to comply with control conditions	4
Fixed penalty notices issued for fouling	0

1st April 2017 - 20th April 2017

Stray dogs impounded	11
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Fixed penalty notices issued for straying	0
Fixed penalty notices issued for no dog licence	1
Control conditions attached to dog licences	5
Fixed penalty notices issued for failure to comply with control conditions	0
Fixed penalty notices issued for fouling	8

Proposed by Alderman Smyth
 Seconded by Councillor Magill and agreed that

the report be noted.

NO ACTION

3.15 EH/PHWB/7 NUTRITIOUS NURSERY NOSH

Members were reminded that Antrim and Newtownabbey Borough Council were unique in Northern Ireland in having a Public Health Nutritionist within the Environmental Health service. The post, currently occupied by Dr Janice McConnell sits within the Health and Wellbeing team.

Dr McConnell presented a paper on 'Nutritious Nursery Nosh' at the Northern Obesity Partnership's Best Practice and Innovation Showcase event in Mossley Mill on 21st March 2017.

'Nutritious Nursery Nosh' is an innovative approach designed to improve the eating habits of children aged one to four years old.

The paper outlined the approach used to collect the data by nursery staff over a 4 week period. Once collected the menu data was used to analyse the following -

- Nutrients present
- the proportion of food and drinks from the different food groups

Final results of the study would be presented to the nurseries at a seminar in Mossley Mill on 18th May 2017.

Once evaluated Nutritious Nursery Nosh has the potential to be rolled out across Northern Ireland to support priorities under the Department of Health's ten year obesity prevention framework "A Fitter Future for All, 2012-2022".

Proposed by Alderman Smyth
 Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

3.16 AC/GEN/42 UK EXPERIENCE SURVEY – AUDIENCE FEEDBACK

Members were reminded that the arts and culture service had been participating in a UK wide theatre experience survey which asked audience members to assess the experience they have had after a visit to the theatre. The study asked customers to complete an outline survey as soon as possible after their visit and aimed to capture both artistic and operational feedback and therefore the total customer experience.

A report on the survey results for the period August 2015 to January 2016 was noted at the committee meeting in April 2016 and it was agreed that participation in the survey would continue with the next report to be brought to a future meeting of the committee. The survey was carried out annually between August and January as this was traditionally a very busy season for the theatre, which by including the Christmas audience captured the widest possible range of all theatre goers within the study sample.

The Council was one of 15 organisations who participated in the 2016/17 survey with audience members of The Old Courthouse, Theatre at The Mill and The Courtyard Theatre taking part. The main purpose of the survey was to:

- Assess the impact of the artistic experience.
- Quantify service levels within the venue.
- Compare performance with other organisations.

Over the period 156 members of the Antrim and Newtownabbey theatre audience completed the experience survey and results compared data taken from a total of 24,824 respondents throughout the UK.

The Council's theatres had performed very well when compared with all others achieving a rating of 4.61 out of 5 for whole experience against a UK average of 4.34 out of 5. This was an increase from 4.49 last year compared with a UK average of 4.35. A copy of survey findings was circulated for members' information.

In general terms the results achieved across all the survey areas showed that the Council theatres are performing higher than the national average across a range of quality and service areas with significant improvements having been achieved from the previous year. One of the most notable results being the excellent 4.67 out of 5 score achieved for artistic experience against a national average of 4.4.

Similarly to last year it should be of interest to note that 22% of respondents attending one of the Councils theatres were doing so for the first time against a national average of 12% which would indicate that audiences are still developing and ongoing effective marketing and audience development vital to continue to build audience loyalty. This was however a reduction from 25% last year against a national average of 15%.

Proposed by Alderman Barr

Seconded by Councillor Smyth and agreed that

the UK Experience Survey report on the Councils theatres for August 2016 to January 2017 be noted.

NO ACTION

3.17 L/GEN/14 EXTENDED OPENING HOURS – ANTRIM FORUM

Members were aware that Antrim Forum's revised opening hours came into effect on 2nd April 2017 (6.15 am on weekdays and from 9am on Sundays).

Promotional Plan

Initially only a soft opening was arranged to ensure that all staff were recruited and in place and due to Easter closures being imminent. To this end details were updated on the website and all those on the membership database were emailed, posters were put up in reception and information was given through social media.

User numbers for the first two weeks had been recorded and were encouraging – however the impact of the promotional plan may see numbers increase.

Day of Week	Additional Hours	Total users
Sunday	9am - 2.00pm	239
Monday - Friday	6.15am - 7am	195
	WEEKLY TOTAL	434

Promotional Plan

A promotional plan had been developed covering the period after Easter to the end of the year. The totem at the Forum also been updated with the new opening times.

Members would receive regular updates on usage and promotion as agreed at Council.

Proposed by Councillor Kelly
Seconded by Councillor Lynch and agreed that

the report be noted and that details of customer numbers and any related membership increases be reported to Committee in due course.

ACTION BY: Roberta Flaherty, Leisure Services Manager

3.18 L/LEI/24 ALLOTMENT DEVELOPMENT

Background

In March 2017, Operations Committee was informed that three locations were being explored for new allotment facilities:

- (i) Cidercourt Road in Crumlin
- (ii) Knockenagh Avenue, Rathfern (as part of a larger scheme)
- (iii) Orchard Way, Newpark, Antrim

Cidercourt Road, Crumlin

Negotiations were still in train with NI Water, with regards to the partial transfer of land at this location, for an allotment facility to be developed.

Knockenagh Avenue, Rathfern

Works were underway in the Environmental Improvement Project, with the allotment facility scheduled to open in September 2017.

Orchard Way, Newpark, Antrim

A land assessment had been conducted at this location and the survey results indicated that the location was unsuitable for allotment provision. To engineer a solution would require investment in the region of £200,000 which would be in excess of the £50,000 budget set aside. Officers would review the area for alternative options and bring a further report to Committee for consideration.

Proposed by Alderman Smyth

Seconded by Councillor Magill and agreed that

the report be noted.

NO ACTION

3.19 L/P/BIO/2 POLLINATOR PROJECT (BEE-LICIOUS) FUNDING BID

Approval was given by Council in May 2016 to progress with the funding received from Heritage Lottery for a pollinator project called Bee-licious. A biodiversity steering group involving officers from the 8 Councils involved had been established. The project aimed to raise awareness of the semi-natural habitat and pollinator species in decline and what can be done to help.

In order to identify sites for the management of pollinators, consultations were held with managers of Council facilities and local community groups which had expressed an interest in the project. As a result, Bee-licious sites had been identified (below) as they had suitable habitat and potential for local community involvement to manage habitat restoration and pollinators.

1. Antrim Forum (open space adjacent to Antrim Athletic Stadium and the Six Mile Water)
2. Ballynure (beside the subway)
3. Crumlin Recreation Centre (grassland strip on route to the 3G pitches)
4. Hazelbank Park (the Orchard)
5. Holywell Hospital
6. Mallusk Community Hub
7. Monkstown Volunteer Initiative
8. Wallace Park (survey for potential in 2017, habitat restoration in 2018)

If Members had any further site suggestions, these could be considered and assessed for suitability. Further sites may well become evident arising from community engagement as part of the workshops and events planned.

A total of 12 Bee-licious workshops and events with the local community would take place between now and April 2019. Events would be advertised locally and through distribution of event flyers. This would include pollinator themed events from the list below.

1. Pollinator Homes - Spring 2017
2. Trees, Shrubs, Hedges and Orchards - Autumn 2017
3. Flower-rich habitat - Spring 2018

Promotional materials including a Bee-licious leaflet and ID sheet were circulated.

Bee-licious would also contribute to Council's actions towards the All-Ireland Pollinator Plan.

Proposed by Alderman Smyth
Seconded by Councillor Lynch and agreed that

the report be noted and that the potential for a Wildflower Meadow at the Steeple be explored.

ACTION BY: Ruth Wilson, Biodiversity Officer

3.20 WM/WM/15 arc21 JOINT COMMITTEE

As the arc21 Joint Committee meeting scheduled for Thursday 27th April had been cancelled, there were no papers available for discussion.

Proposed by Councillor Goodman
Seconded by Alderman Smyth and agreed that

the report be noted and that Members comments noting the cancellation of two consecutive meetings being cancelled be reported to arc21.

ACTION BY: Geraldine Girvan, Director of Operations

3.21 L/LEI/VLC/1 USE OF THE VALLEY LEISURE CENTRE FOR THE GENERAL ELECTION BALLOT COUNT ON 7-9 JUNE 2017

Members were advised that a request had been made by the Electoral Office for the Valley Leisure Centre to be used for the General Election count to be held on 8 June 2017.

The Centre would be affected as follows:

- (a) the main sports hall and ancillary halls to be closed from 6.30am on Wednesday 7 June 2017 to allow set up of the required equipment.
- (b) total closure of the centre from 6.30am on Thursday 8 June 2017 and Friday 9 June 2017 inclusive.

The Centre would re-open from 9.00am on Saturday 10 June 2017.

V36, mini soccer pitches and 3G pitches would remain open as these could operate from the pavilion. Fitness members would be informed of the alternate facilities available at Antrim Forum, Crumlin, Sixmile and Ballyearl.

In addition to these arrangements the Electoral Office had requested permission to store approximately 28 boxes overnight at Antrim Civic Centre on 7th June, the night before the election.

After the close of the poll, the boxes are expected to return to the Civic Centre where Electorate Office Inspectors would check them before loading and removing boxes.

This is consistent with the arrangements that were put in place for the Assembly Election in March 2017. As the cost of having these facilities made available at those times is minimal, it is not proposed that there would be any charge applied.

Proposed by Alderman Smyth
Seconded by Councillor McWilliam and agreed that

the report be noted.

NO ACTION

ANY OTHER RELEVANT BUSINESS

- (1) Councillor McWilliam informed Members that anti-social behaviour had taken place over the weekend at the Memorial Park in Ballyclare and requested if Park Wardens could monitor this area.

ACTION: Ivor McMullan, Head of Leisure

- (2) A number of members took the opportunity to convey appreciation and thanks to both the Chair and Vice Chair for all their hard work throughout the past year.
- (3) The Chairman and a number of members took the opportunity to convey thanks to all the staff, to Claire Faulkner and her team and to the PSNI for a very successful Garden Show.
- (4) The Chairman took this opportunity on behalf of himself and the Vice Chair to thank all Members of Committee, Director, Heads of Service and all staff for their hard work throughout the year.

PROPOSAL TO PROCEED 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the following Committee business be taken In Confidence.

ITEMS IN CONFIDENCE

3.22 IN CONFIDENCE L/GEN/65 AQUASLIDE REFURBISHMENT

The facilities team had been seeking suitable contractors to carry out repairs to the Aquaslide at the Valley LC for some time. However this had not been successful. Structural assessments had since been carried out on Aquaslides based at both the Valley and Sixmile Leisure centres. The associated Business Case and Economic Appraisals were circulated.

In order to bring the Valley Aquaslide back into commission, costs for repairs were in the region of £[REDACTED]. Works included: Flume recoating & relining removal and replacement of corroded angle cleats, replacement of infill panels and boards with fibreglass alternative, preparation and repainting of all metal works. Closure of the pool is required for 14 days (plus one overnight). This option provided a solution that would be easier to clean, maintain and would offer a longer usage life in the region of 20 years

Maintenance works for the Aquaslide at Sixmile Leisure Centre were estimated at a cost in the region of £[REDACTED]. Works included: Flume recoating and rigging/fitting of wires. Closure of the pool is required for 14 days.

Works would restore both Aquaslides to full use and would meet modern safety standards. Both projects could be funded through the leisure capital budget.

Proposed by Alderman Smyth
Seconded by Councillor Lynch and agreed that

That Council approves the outline Business Case and Economic Appraisal for refurbishments of Aquaslides at the Valley and Sixmile Leisure Centres at a total estimated cost of £[REDACTED] subject to provision of information on potential usage. Staff resources to be addressed as part of the ongoing staff structure process.

ACTION BY: Ivor McMullan, Head of Leisure

3.23 IN CONFIDENCE L/LEI/PG/8 PLAY PARKS REMEDIAL WORKS

In order to assess the standard of the Borough's play parks, an audit was undertaken by the Property Services team. The audit illustrated that there were currently 34 play parks in the Borough varying in age, scale and condition. The summary of the audit, business case and economic appraisal were circulated. Based on the audit, six play parks were identified in terms of scope and value of works requiring improvements to the facilities as priority projects. These were:

1. Erskine & Rashee
2. Jordanstown
3. Kings Park
4. Mossley

5. Rathcoole, The Diamond
6. Burns Memorial Park, Crumlin

The importance of these works taking place lies in the role of Council meeting requirements under the Department for Communities priorities. The works in each park contribute towards improving the quality of provision and service and enhancing user experience. Work includes: installation of additional equipment; the installation of gates; and replacement or refurbishment of associated fencing and ensuring equality of opportunity for all users i.e. those with a disability.

Proposed by Alderman Barr
 Seconded by Alderman Smyth and agreed that

Council approves the Business Case and Economic Appraisal for restoration and remedial play park works at a cost of £[REDACTED]. Improvements to be publicised.

ACTION BY: Ivor McMullan, Head of Leisure

3.24 IN CONFIDENCE WM/WM/15 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.

The contract suppliers are listed on the table below:

Container Size	Supplier	Contract Price
140L	Craemer	[REDACTED]
180L	Craemer	[REDACTED]
240L	Craemer	[REDACTED]
360L	Schaefer	[REDACTED]
660L plastics	Sturdy Products Ltd	[REDACTED]
660L metal	Sellers	[REDACTED]
1100L plastic	Craemar	[REDACTED]
1100L metal	Sellers	[REDACTED]
7L Vented Kitchen Caddy	MGB Plastics	[REDACTED]
7L Non-vented Kitchen Caddy	MGB Plastics	[REDACTED]
25L Non-vented Kitchen Caddy	MGB Plastics	[REDACTED]
Home Composters	Mattiussi Environmental Ltd	[REDACTED]
55L Kerbside Box	MGB Plastics	[REDACTED]
55L Kerbside Box with moulded handles	MGB Plastics	[REDACTED]
Bottle Banks	Mattiussi Environmental Ltd	[REDACTED]
Compostable Kitchen Caddy Liners (roll of 30)	Cromwell	[REDACTED]

Note - 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 contract had been operating successfully and Council had not experienced any significant issues with the service provision. arc21 had reviewed the current market conditions and with the weakening of the pound against most other currencies, allied to the increasing price of oil, it was unlikely that a fresh tender competition would realise an improvement on existing rates.

The one exception would be the contract relating to compostable kitchen caddy liners which was less impacted by the volatility of oil prices than the plastic based products. In this particular product and given the position outlined above, it would be in our interest to consider possible amendments to our contract requirements and tender accordingly. Therefore, arc21 had recommended an extension of the current contract for additional 18 months for all the supplies with the exception of the compostable liners which would be retendered.

As per arc21's Terms of Agreement the contract was approved by the arc21 Joint Committee on 26 January and now requires ratification by the arc21 constituent Councils.

Proposed by Alderman Smyth
Seconded by Councillor Clarke and agreed that

Council approves the extension of the arc21 Waste Containers Contract, with the exception of the compostable liners, for a further 18 months.

ACTION BY: Michael Laverty, Head of Waste Management

3.25 IN CONFIDENCE WM/WM/20 arc21 PROCUREMENT OF MUNICIPAL WASTE DISPOSAL CONTRACT

The arc21 Municipal Waste Disposal Contract was due to expire on 30 September 2017 with the service currently provided by Alpha Resource Management Ltd at their Mullaghglass Landfill Site. The contract included an option to extend at the current terms for a further 18 months.

The contract was divided into two geographical lots as follows:

Lot 1: Ards and North Down Borough Council, Belfast City Council, and Lisburn & Castlereagh City Council.

Lot 2: **Antrim and Newtownabbey Borough Council**, and Mid and East Antrim Borough Council.

Alpha were appointed at tendered gate fee of £■■■■ and £■■■■ per tonne for each respective lot. Down District Council abstained from the procurement exercise as they use their own landfill site.

The contract had been operating successfully and Council had not experienced any significant issues with the service provision. arc21 had reviewed current market conditions and as there was a general increase in the cost of disposal for

municipal waste, it was unlikely that a fresh tender competition would realise an improvement on existing rates. Therefore, arc21 had recommended an extension of the current contract for additional 18 months.

arc21 Joint Committee Approval

As per arc21's Terms of Agreement the contract was approved by the arc21 Joint Committee on 26 January and now required ratification by the arc21 constituent Councils.

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

Council approves the extension of the arc21 Municipal Waste Disposal Contract for a further 18 months from 1 October 2017.

ACTION BY: Michael Lavery, Head of Waste Management

3.26 IN CONFIDENCE L/P/19 GRASS MANAGEMENT

Following a recent meeting of the Grass Management subgroup on Wednesday 26th April and update was set out below.

Traffic Management

Transport NI had indicated that they would support Council with the necessary traffic set ups to access high speed approach roundabouts for up to five occasions in 2017/2018. This would ensure an ongoing grass management service for the next 12 months, at Nutt's Corner, the two hospital roundabouts, Corrs Corner, Killead, Houstons Corner, Ballynure, and both Toome roundabouts. These roundabouts would be cut approximately every 30 days, beginning week commencing 1 May 2017 until September 2017

Roundabout Improvements

Officers had been working on redesign concepts for roundabouts in the Borough to reduce the need for access by staff whilst retaining, colourful, well maintained, attractive roundabouts. The Grass Management working Group had recommended a set of designs for 23 roundabouts (circulated) which included both presentation and inclusion of safe working zones to assist Council staff in safe access arrangements. All designs were subject to detailed planning and consultation with Transport NI. These included options for all roundabouts except 3 in Antrim town; Chapel Corner, Top of the Town, Belmont Heights, as well as Houston's Corner and Manse Road. It was proposed that no works were carried out to these as they were of a good standard and access arrangements were satisfactory. In addition, Nutts Corner and Sandyknowes roundabouts would be the subject of a further report. The Drumderg roundabout in Toome would also be developed as a separate project due to the sculpture currently under consideration this was due to complexity of traffic constraints.

Roundabout Improvements – Procurement and TNI Agreements

The estimated total cost for completion of works was £[REDACTED]. Officers had already been liaising with Transport NI on the broad components of these works proposed at these locations. The Economic Appraisal and Business Case were circulated.

Transport NI had indicated that they would support Council by way of professional staff in delivery of this programme of works through preparation of the detailed specifications, direct procurement through the TNI tendered contractor list and collaborative project delivery. As TNI had already tendered the services of these contractors, Council requirements on procurement were met.

New/Additional Roundabouts

Any newly constructed or additional roundabouts which Council agrees to maintain would be the subject of a written agreement with Transport Northern Ireland as previously was the case with the legacy councils.

Urban Grass cuts

Transport NI had indicated that their annual urban and rural grass cut will commence week beginning 24 April 2017. The additional 5 urban cuts approved by Council in December would commence early May and will be spaced at approximately 30 day intervals.

Best Kept Gardens

The Best Kept Gardens competition had been launched and was promoted in Borough Life. It would be promoted through 15 Banners across the Borough commencing 24 April, along with the billboards advertisements and through social media. As agreed, shortlisting would be on a DEA basis and the nominated judges (Alderman Smyth, and Councillors Clarke and McWilliam) would judge the winning entries from each DEA.

Channel 4 Village of the Year

Contacts in the local villages had been informed about the Channel 4 competition.

Plant bulb distribution

Winter bulbs would be removed as in 2016 and made available to those community groups who register with Council. The deadline for registering interest would be Wednesday 31st May 2017. Last year the available supplies were split between interested groups. The grass Management Group had recommended distribution in 2017 should be provided on a first come first serve basis with bulbs supplied in 25 kilo bags. Groups would be asked to record their interest at: leisureadmin@antrimandnewtownabbey.gov.uk

Membership - Grass Management Sub-group

The Grass Management sub-group has worked well. Current members are: Alderman Smyth and Councillors, Montgomery, McWilliam, Magill, Clarke, Ritchie and Kelly.

Proposed by Alderman Smyth
Seconded by Councillor Clarke and agreed that

- (i) **the proposals for works to 23 roundabouts are approved at an estimated cost of £[REDACTED], to be procured through Transport NI their contractors. Final designs to be agreed with Transport Northern Ireland.**
- (ii) **plant bulbs are distributed to community groups as set out above.**
- (iii) **Membership of the Grass Management Subgroup remain the same as last year to ensure continuity going forward.**

ACTION BY: Ivor McMullan, Head of Leisure

The undernoted supplementary items were considered at this point.

3.27 IN CONFIDENCE SUPPLEMENTARY REPORT L/LEI/VLC/11 CATERING FRANCHISE – VALLEY LEISURE CENTRE

Members were reminded that the catering franchise for the Valley was recently re tendered and the only applicant, trading as Café Aroma, was awarded the franchise following the normal assessment process. This was the same company that had been in place previously.

[REDACTED]

[REDACTED]

The idea of the mobile unit was to establish the level of business and establish the feasibility of something more permanent being considered. If modifications were approved – this could provide the information required to consider catering provision at V36 in the future.

Whilst no costings or details had been developed at this early stage by the Property team, Officers were working on the basis of an estimated £[REDACTED] - £[REDACTED] cost. Other issues such as current usage of the pavilion, practical operating arrangements, etc. had not yet been considered and it was for this reason that Officers were requesting an 'in principle' decision. More details would be provided to Committee or council in due course.

Proposed by Alderman Smyth
Seconded by Councillor Lynch and agreed that

**that approval, in principle, is given for modifications, initially estimated at £ [REDACTED]
- £ [REDACTED] to the Pavilion at V36 to accommodate refreshments for customers to
the Park.**

ACTION BY: Ivor McMullan, Head of Leisure

PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'

Proposed by Councillor McWilliam
Seconded by Alderman Smyth and agreed that

the remainder of Committee business be taken in Open Session.

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

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.36pm.

MAYOR

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