

**CASTLEREAGH BOROUGH COUNCIL**

Minutes of the proceedings of the Technical & Environmental Services Committee, held, in committee, in the Function Suite, Civic & Administrative Offices, Bradford Court, Upper Galwally, Castlereagh, BT8 6RB, on Tuesday, 7 October 2008, at 6.00 p.m.

**PRESENT:-** Alderman J White (Deputy Mayor)  
Councillor B Hanvey  
Councillor T Jeffers  
Councillor Mrs V McCoy  
Councillor G Robinson (Chairman)  
Councillor L Walker

**IN ATTENDANCE:-** Director of Technical & Environmental Services, Client Manager, Building Control Manager, Operational Services Manager, Senior Environmental Health Officer, Recycling & Environment Officer, Recycling & Education Officer, Waste Management & Environment Officer and Members' Services Officer

**APOLOGIES:-** An apology was recorded on behalf of Aldermen Norris and Mrs Rice and Councillors Mrs Beattie, Beattie, Drysdale and Mrs Duncan

**T&ESC/2008/371 : PRESENTATION BY BRYSON RECYCLING**

The Chairman welcomed Mr Eric Randall, Director, and Mr Jim Sinclair, General Manager, to the meeting.

Mr Randall began the presentation by giving an overview of the background of the Bryson Charitable Group. He then went on to provide details of Bryson Recycling:

- 230 employees
- Serves 200,000 homes
- Collections from Armagh, Banbridge, Ballymena, Belfast, Carrickfergus, Castlereagh, Londonderry and Newtownabbey
- Material from 250,000 Arc 21 houses received
- A total of 60,000 tonnes has been processed during this year
- 60% of dry recyclables collected from Northern Ireland homes

Mr Sinclair then provided some key statistics for Members' information, ie tonnages collected per year since 2004-2005 until the present and

comparisons with recyclables collected in wheeled bins. These charts demonstrated that recyclables collected by Bryson Recycling in the kerbie boxes contained less contamination than wheeled bins. Furthermore, Bryson Recycling collected a wider variety of materials:

<b>Material</b>	<b>Kerbside</b>	<b>Wheeled bins</b>
Paper	Yes	Yes
Mixed paper	N/A	Yes
Cardboard	Yes	Yes
Plastic bottles	Yes	Yes
Cans	Yes	Yes
Glass	Yes	
Textiles	Yes	
Food waste	Yes	
WEEE batteries	Yes	

Mr Sinclair explained that Bryson Recycling closely monitored the services provided, including how many boxes were missed, contamination levels, litter etc.

Mr Randall then informed Members that Bryson Recycling continually sought to improve services provided, for example, through improved vehicle design or better box design.

Following the presentation, Members thanked Mr Randall and Mr Sinclair and offered their congratulations to Bryson Recycling for providing such an excellent service.

**T&ESC/2008/372 : MINUTES OF THE TECHNICAL & ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD ON 2 SEPTEMBER 2008 (copy previously circulated)**

Noted.

**REPORT FROM BUILDING CONTROL MANAGER  
(copy previously circulated)**

**T&ESC/2008/373 : SCHEDULE OF APPLICATIONS**

The Building Control Manager referred to the Schedule of Applications approved by the Building Control Service for the period 1 August 2008 to 31 August 2008.

Noted.

**T&ESC/2008/374 : REPORTS ON APPLICATIONS, INSPECTIONS AND SOLICITORS ENQUIRIES**

The Building Control Manager referred Members to the reports on applications received, plan fees raised, inspections undertaken, inspection fees raised and Solicitors' enquiries attached to his report.

Noted.

**T&ESC/2008/375 : BUILDING CONTROL NORTHERN IRELAND, FIRE SAFETY PANEL, FIRE SAFETY LEVEL ONE COURSE**

The Building Control Manager advised that the Building Control Northern Ireland, Fire Safety Panel, Fire Safety Level One course will be held on 22-25 November 2008 in the Northern Ireland Fire & Rescue Training Centre, Boucher Crescent, Belfast, and he sought approval for one Building Control Officer to attend.

RESOLVED: That approval be granted for one Building Control Officer to attend the Building Control Northern Ireland, Fire Safety Panel, Fire Safety Level One course on 22-25 November 2008 in the Northern Ireland Fire & Rescue Training Centre, Boucher Crescent, Belfast.

**T&ESC/2008/376 : BUILDING CONTROL NORTHERN IRELAND, TRAINING & COMMUNICATION PANEL, 'THE ORDER & ENFORCEMENT TRAINING'**

The Building Control Manager sought approval for six staff members to attend a half-day course entitled 'The Order & Enforcement', arranged by the Building Control Northern Ireland, Training & Communication Panel, to be held on Thursday, 2 October 2008, in the Lough Neagh Discovery Centre, Craigavon, at a cost of £20 per person.

RESOLVED: That approval be granted for six staff members to attend a half-day course entitled 'The Order & Enforcement', arranged by the Building Control Northern Ireland, Training & Communication Panel, to be held on Thursday, 2 October 2008, in the Lough Neagh Discovery Centre, Craigavon, at a cost of £20 per person.

**T&ESC/2008/377 : ABE (ASSOCIATION OF BUILDING ENGINEERS) MARKETING DEPARTMENT, 'INTRODUCTION TO BS:9999:2008 CODE OF PRACTICE: FIRE SAFETY IN THE DESIGN, MANAGEMENT AND USE OF BUILDINGS'**

The Building Control Manager sought approval for three staff members to attend a one-day course entitled 'Introduction to BS:9999:2008 Code of Practice: Fire Safety in the Design, Management and Use of Buildings', arranged by the Association of Building Engineers, Marketing Department, to be held on 7 November 2008, at a venue to be arranged and at a cost of £195 plus VAT per person.

RESOLVED: That approval be granted for three staff members to attend a one-day course entitled 'Introduction to BS:9999:2008 Code of Practice: Fire

Safety in the Design, Management and Use of Buildings', arranged by the Association of Building Engineers, Marketing Department, to be held on 7 November 2008, at a venue to be arranged and at a cost of £195 plus VAT per person.

**T&ESC/2008/378 : BUILDING CONTROL NORTHERN IRELAND GROUP COMMITTEE, ANNUAL CONVENTION 2008**

The Building Control Manager sought approval to attend the Building Control Northern Ireland, Group Committee Annual Convention, to be held on 13 and 14 November 2008 in the Radisson Roe Park Hotel, Limavady, at a cost of £220.00. He added that it had been normal practice in previous years for the Building Control Manager and the Council's Group Committee Members to attend. He advised that this year's theme was 'Building In A Changing Climate'.

RESOLVED: That approval be granted for the Building Control Manager to attend the residential Building Control Northern Ireland, Group Committee Annual Convention, to be held on 13 and 14 November 2008 in the Radisson Roe Park Hotel, Limavady, at a cost of £220.00 plus VAT.

**T&ESC/2008/379 : ADVANCED DIPLOMA IN MANAGEMENT PRACTICE (UNIVERSITY OF ULSTER)**

The Building Control Manager advised that a Building Control Officer had requested financial support to complete the one-year Advanced Diploma in Management Practice at the University of Ulster at Jordanstown, at a cost of £950, requiring 13 days attendance throughout the academic year, to be coded to the Building Control Conferences and Courses budget. He confirmed that there were no indirect costs in relation to this training, as the Officer intended to make up the time out of office, therefore the hours would not require cover by another employee.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for a Building Control Officer to attend the one-year Advanced Diploma in Management Practice at the University of Ulster at Jordanstown, at a cost of £950, requiring 13 days attendance throughout the academic year, to be coded to the Building Control Conferences and Courses budget, with no indirect costs being incurred.

**T&ESC/2008/380 : MINUTES OF THE SOUTH EASTERN GROUP BUILDING CONTROL COMMITTEE MEETING HELD ON 14 APRIL 2008**

Noted.

**T&ESC/2008/381 : STREET NAMING AT LAND TO REAR OF 142 UPPER KNOCKBREDA ROAD (ACCESSED THROUGH ORCHARDVALE)**

A request had been received from Omega Developments for the street name of 'The Hamlet, Orchardvale, Upper Knockbreda Road' to be adopted for five No dwellings on a site to the rear of 142 Upper Knockbreda Road. The Building Control Manager confirmed that the request met with the Council's Street Naming Policy in that the names 'Orchardvale' and 'Upper Knockbreda Road' were in use in the area.

RESOLVED: That the street name of 'The Hamlet, Orchardvale, Upper Knockbreda Road' to be adopted for five No dwellings on a site to the rear of 142 Upper Knockbreda Road.

#### **T&ESC/2008/382 : STREET NAMING AT BALLYORAN HOUSE**

A request had been received from Cairnmore Developments for the street names of 'Ballyoran Crescent', 'Ballyoran Heights' or 'Ballyoran Mews' to be adopted for 25 No dwellings on a site at Ballyoran House. The Building Control Manager confirmed that the request met with the Council's Street Naming Policy in that the name 'Ballyoran' was in use in the area.

Following some discussion, it was

RESOLVED: That the street name of 'Ballyoran Heights' be adopted for 25 No dwellings on a site at Ballyoran House.

#### **T&ESC/2008/383 : STREET NAMING AT KNOCKBRACKEN HEALTH CARE PARK / MILL ROAD, NEWTOWNBRED A**

A request had been received from Habinteg Housing Association (Ulster) Ltd for the street name of 'Millburn Close' to be adopted for 12 No. bungalows, 8 No apartments and 1 No communal facility on a site at Knockbracken Health Care Park / Mill Road, Newtownbreda. The Building Control Manager confirmed that the request met with the Council's Street Naming Policy in that the word 'Mill' was in use in the area and the word 'Burn' originated from the Burn River nearby.

RESOLVED: That the street name of 'Millburn Close' be adopted for 12 No bungalows, 8 No apartments and 1 No communal facility on a site at Knockbracken Health Care Park / Mill Road, Newtownbreda.

#### **T&ESC/2008/384 : STREET NAMING AT BROOKE HALL, SAINTFIELD ROAD**

A request had been received from Taggart Holdings Ltd for the street names of 'Brooke Hall Court', 'Brooke Hall Close', 'Brooke Hall Place' and 'Brooke Hall Mews' to be adopted for Phase 3 of the development on a site to the rear of Primrose Hill, Ballylenaghan. The Building Control Manager confirmed that the request met with the Council's Street Naming Policy in that the Council had previously approved the street names 'Brooke Hall', 'Brooke Hall Avenue', 'Brooke Hall Heights' and 'Brooke Hall Drive' (Minutes T&ESC/2005/412 and T&ESC/2006/277 refer).

RESOLVED: That the street names of 'Brooke Hall Court', 'Brooke Hall Close', 'Brooke Hall Place' and 'Brooke Hall Mews' be adopted for Phase 3 of the development on a site to the rear of Primrose Hill, Ballylenaghan.

**SUPPLEMENTARY REPORT FROM THE BUILDING CONTROL  
MANAGER**

**(copy tabled at the meeting)**

**T&ESC/2008/385 : SURVEYING OF VACANT PROPERTIES WITHIN THE  
BOROUGH**

The Building Control Manager provided Members with details of results to date of the Vacant Property Survey, which commenced on site on 27 September 2008. He added that progress was satisfactory.

Councillor Robinson congratulated the Building Control Service Unit and Manager on progress made to date.

Noted.

**REPORT FROM THE OPERATIONAL SERVICES MANAGER  
(copy previously circulated)**

**T&ESC/2008/386 : UPDATE ON PUBLIC RIGHT OF WAY BETWEEN  
GILNAHIRK ROAD AND GILNAHIRK AVENUE**

The Operational Services Manager advised that a public meeting had been held on 22 September 2008 to gauge public opinion regarding the two options submitted by the developer as part of a diversion application. However, residents opted to make a written submission to the Council on a possible third option before 14 October 2008. The Operational Services Manager added that a full briefing would be given to Members at the next full Council meeting.

Councillor Robinson thanked all staff members who assisted at the public meeting.

Noted.

**T&ESC/2008/387 : MIXED-WATER VALVES AT BILLY NEILL SOCCER  
CENTRE OF EXCELLENCE**

The Operational Services Manager advised that the temperature in the basin taps in the changing rooms at the Billy Neill Centre should be reduced, following advice from the Council's Health & Safety Officer.

It is estimated that the cost of this work will be approximately £20,000, and it will be necessary to engage in a tender process. Following consultation with the Director of Finance, it is expected that the cost for the mixed-water valves will be funded from the Maintenance Reserve fund.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for the installation of mixed-water valves at the Billy Neill Soccer Centre of Excellence at a cost of approximately £20,000, to be funded from the Maintenance Reserve fund.

#### **T&ESC/2008/388 : INCREASE IN THE MINIMUM WAGE PAID TO AGENCY STAFF**

The Operational Services Manager advised that, due to a statutory increase in the minimum wage payment, 19 labourers within the Operational Services Unit would receive an increase of 3.6%, from £5.52 to £5.73.

Noted.

#### **T&ESC/2008/389 : UPDATE REGARDING BELFAST DEAF UNITED**

The Operational Services Manager stated that, following a review of the Council's football pitch booking criteria as a result of correspondence from Belfast Deaf United, the Council's solicitors had offered a caveat to address applications received from teams claiming exemption from the Council's football pitch booking selection criteria. The Operational Services Manager sought approval for this caveat to be included in the football pitch allocation criteria.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for the inclusion of the caveat provided by the Council's solicitors in the Council's football pitch allocation criteria.

#### **T&ESC/2008/390 : CORRESPONDENCE RECEIVED – ASSERTED PUBLIC RIGHT OF WAY AT UPPER KNOCKBREDA ROAD TO CASTLEDONA RISE**

The Operational Services Manager advised that correspondence had been received from Mr Jason Meadows regarding the use and expansion of the asserted public right of way between Upper Knockbreda Road to Castledona Rise.

Following some discussion, it was

RESOLVED:

- (a) That Officers write to Mr Meadows, informing him of the legislation pertaining to the use of the asserted public right of way between Upper Knockbreda Road to Castledona Rise.
- (b) That the Planning Officer be advised of Mr Meadows' correspondence relating to a proposed outline Planning Application and the Council's response.

**T&ESC/2008/391 : COUNTRYSIDE ACCESS AND ACTIVITIES NETWORK (CAAN) - REQUEST FOR CONTRIBUTION TO SIGNAGE FOR WATERWAY ROUTES**

The Operational Services Manager advised that a request had been received from the Countryside Activities and Access Network for a contribution to signage for waterway routes.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval to the request from the Countryside Activities and Access Network for a contribution to signage for waterway routes.

**T&ESC/2008/392 : PLANNING PERMISSION FOR A SYNTHETIC PITCH AT THE BILLY NEILL SOCCER CENTRE OF EXCELLENCE**

The Operational Services Manager recalled that planning permission for a synthetic pitch at the Billy Neill Centre had been granted in March 2003 and was valid for five years. The installation of drainage on the proposed site had been completed and, following advice from the Council's Planning Officer, work commenced within the specified timeframe and, therefore, completion of the proposed work could continue as and when required.

Noted.

**T&ESC/2008/393 : OPERATIONAL SERVICES UNIT TIME RECORDING SYSTEM**

The Operational Services Manager stated that, following an ongoing review of internal controls within Operational Services, a new time-recording system has been in operation since 8 September 2008. Currently the system was operating within the Cleansing section and would be extended across the Operational Services Unit by the end of 2008. Photographic time cards had been issued to Cleansing staff and swipe terminals installed at both HRC sites. A working group had been set up to assess the system's performance, with a view to going Council-wide at some time in the future.

Noted.

**T&ESC/2008/394 : PROPOSED HIGHWAY TO HEALTH**

The Operational Services Manager advised that a request had been received from Ms Christine Cosgrove for the creation of a Highway to Health Walk in Dundonald. He now sought approval for Officers to ascertain details regarding this request from Ms Cosgrove and to report back at the November Committee meeting.

Following some discussion, it was

RESOLVED: That approval be granted for Officers to ascertain details of a proposed Highway to Health Walk in Dundonald and report back to the Committee at its November meeting.

**REPORT FROM THE ENVIRONMENTAL HEALTH MANAGER  
(presented by the Senior Environmental Health Officer)  
(copy previously circulated)**

**T&ESC/2008/395 : HEALTH PROMOTION INITIATIVE – HAND-WASHING WORKSHOPS**

The Senior Environmental Health Officer stated that, following a recent food-borne disease incident, a programme had been created to provide and educate regarding adequate hand-washing techniques and the importance of good personal hygiene. The programme was mainly targeting nursery and primary school children and would be released in October 2008.

Noted.

**T&ESC/2008/396 : HEALTH PROMOTION AGENCY FOR NORTHERN IRELAND – ANNUAL REPORT**

The Senior Environmental Health Officer advised that the Annual Report from the Health Promotion Agency for Northern Ireland was available for Members' perusal.

Noted.

**T&ESC/2008/397 : BEST VALUE PERFORMANCE INDICATORS**

The Senior Environmental Health Officer advised that the Best Value Performance Indicators for 2006-2007 had been received, and the Council's Environmental Health Section compared very favourable.

Noted.

**T&ESC/2008/398 : THE HEALTH & PERSONAL SOCIAL SERVICES (NI) ORDER 1978 AND THE CHILDREN & YOUNG PERSONS (SALE OF TOBACCO ETC) REGULATIONS (NI) 2008 (Minute T&ESC/2006/238 refers)**

The Senior Environmental Health Officer stated that the Environmental Service Unit had carried out a further tobacco underage sales test purchase exercise on 26 August 2008 in accordance with Council procedures. In the exercise, Officers surveyed 24 premises, and there was a significant improvement in requesting identification, and no sales to underage persons took place.

The Senior Environmental Health Officer further sought approval for the amendment of Council procedures to raise the minimum age for tobacco purchases from 16 to 18.

RESOLVED: That the Council be recommended to grant approval for the amendment of Council procedures to raise the minimum age for tobacco purchases from 16 to 18.

#### **T&ESC/2008/399 : WELFARE SERVICES ACT (NI) 1971**

The Senior Environmental Health Officer reported that notification had been received from the Ulster Hospital regarding the death of a resident on 14 September 2008. As no suitable arrangements existed for the disposal for the body, the responsibility of the burial had rested with the Council in line with the above Act. He continued to say that arrangements had been made for the cremation and burial of the ashes in Knockbreda Cemetery, and reimbursement for the cost of approximately £2,250 would be sought via the Crown Solicitor.

Noted.

#### **T&ESC/2008/400 : CONSUMPTION OF INTOXICATING LIQUOR IN DESIGNATED PLACES – DRINKING IN DESIGNATED AREAS**

The Senior Environmental Health Officer gave an update on offences committed within the Borough.

Noted.

#### **T&ESC/2008/401 : CONSUMPTION OF INTOXICATING LIQUOR IN DESIGNATED PLACES – ADULTS FOR PROPOSED LEGAL ACTION**

The Senior Environmental Health Officer reported that witness statements had been received from the PSNI in respect of two adult males, who had been detected drinking in designated areas in the Borough, contrary to the Council's bye-laws. He sought approval to instigate legal proceedings.

RESOLVED: That, the Council be recommended to grant approval for the instigation of legal proceedings against two adult males, who had been detected drinking in designated areas in the Borough, contrary to the Council's bye-laws.

**T&ESC/2008/402 : PETROLEUM CONSOLIDATION ACT (NI) 1929 – RENEWAL OF A PETROLEUM LICENCE**

The Senior Environmental Health Officer stated that, under the above legislation, an application had been received from Maxol Oil Ltd for the renewal of a licence to store petroleum at Carryduff (Maxol) Service Station, 629 Saintfield Road, Belfast.

RESOLVED: That the Council be recommended to grant approval for the renewal of a licence to store petroleum at Carryduff (Maxol) Service Station, 629 Saintfield Road, Belfast.

**T&ESC/2008/403 : LITTER (NI) ORDER 1994 – LITTERING FROM A VEHICLE**

The Senior Environmental Health Officer reported that, on 5 August 2008, an Enforcement Officer had witnessed the male driver of a car throw a cigarette end from the vehicle, contrary to the above legislation. The driver had been traced through the Driver & Vehicle Agency. He had admitted being the registered keeper of the vehicle and to driving it at the time of the offence, but he had denied throwing a cigarette butt from the vehicle.

A fixed penalty notice for this offence had subsequently been issued but returned unpaid. The Senior Environmental Health Officer now sought approval to instigate legal proceedings.

RESOLVED: That the Council be recommended to grant approval to instigate legal proceedings against the driver of a car who had been witnessed throwing a cigarette end out of the vehicle.

**REPORT FROM THE CLIENT MANAGER  
(copy previously circulated)**

**T&ESC/2008/404 : TONNAGES DEPOSITED AT LANDFILL**

During August 2008, 1688.60 tonnes were deposited at landfill, compared with 1980.30 tonnes in August 2007, a reduction of 291.70 tonnes.

The Client Manager reported that the tonnages deposited at landfill during September 2008 were not available, but he hoped to table the information to Members as soon as it became available.

Noted.

**T&ESC/2008/405 : THE LANDFILL ALLOWANCE SCHEME (NORTHERN IRELAND) REGULATIONS 2004 – SCHEME YEAR 2007-2008: FINAL RECONCILIATION**

The Client Manager advised that the Monitoring Authority under NILAS had confirmed that the Council had sent 13,882 tonnes of BMW to landfill in 2007-2008, equating to 56.10% utilisation of the landfill allowance for the year, which was 24,745 tonnes, therefore the Council did not exceed its landfill allowance allocation for the year.

Noted.

#### **T&ESC/2008/406 : NORTHERN IRELAND LANDFILL ALLOWANCE SCHEME**

The Client Manager confirmed that he written to the Department, raising the Council's concerns about the impact of RPA on NILAS targets. He recalled that Members had been particularly concerned that some ratepayers might be disadvantaged by joining with another council that was not performing as well as their original council, thereby putting them at risk of fines, even though they had taken the steps necessary to meet the targets.

Noted.

#### **T&ESC/2008/407 : DEVELOPING NORTHERN IRELAND'S WASTE INFRASTRUCTURE – CONFERENCE, STORMONT HOTEL, BELFAST, 3 DECEMBER 2008**

The Client Manager advised Members that a conference, entitled 'Developing Northern Ireland's Waste Infrastructure' had been arranged to take place at the Stormont Hotel, Belfast, on 3 December 2008, at a cost of £195 per person.

RESOLVED: That approval be granted for Alderman Norris, Councillor Hanvey and one Officer to attend the 'Developing Northern Ireland's Waste Infrastructure' conference, to be held at the Stormont Hotel, Belfast, on 3 December 2008, at a cost of £195 per person.

#### **T&ESC/2008/408 : FINAL DESTINATION OF RECYCLABLES**

The Client Manager took Members through information prepared for Waste Data Flow for August 2008, showing the destination of materials collected by Bryson Recycling. He commented that the waste recycling business had grown to be international, complex, very varied and uncertain, but the Client Manager added that Arc21 and Bryson Recycling had collected a significant quantity of recyclables of interest to the world market.

Noted.

#### **T&ESC/2008/409 : HISTORICAL BUILDINGS SCHEDULE**

The Client Manager advised that notification had been received from the Department of the Environment that the National School, Church Green, Dundonald, had been added to the Historical Buildings Schedule.

The Client Manager then sought Members' views regarding a request that had been received (from the Department) to cut down ivy from the walls of the Cleland Mausoleum (a listed building). He advised that the Council could be at risk of causing damage as the structure was old and appeared to be in poor condition.

Following some discussion, it was

RESOLVED: That Officers advise the Department that the Council did not have the "in-house" expertise to deal with the matter but would support the Department in seeking alternative sources of funding such as grant applications.

### **T&ESC/2008/410 : TRAINING COURSES**

The Client Manager provided information of two courses which had already been approved by Council. One of these courses is the continuation of a course for the Waste Management and Environment Officer in Waste Management and Pollution Control via distance learning at the University College, Northampton. The other regards the attendance of the Technical/Energy Manager at an Advanced Diploma in Management Practice at the University of Ulster at Jordanstown.

Noted.

### **T&ESC/2008/411 : PROPOSED PLAYGROUND AT BELVOIR**

The Client Manager provided the proposed programme for the development of the new playground at Belvoir for Member's perusal. He commented that progress of the playground might be slow, due to additional work required at the Moneyreagh Community Centre.

Noted.

### **T&ESC/2008/412 : PLAYGROUND AT COLBY PARK**

The Client Manager reiterated that the planning application for the community centre at Colby Park had been withdrawn, and he now sought Members' views whether the playground should be progressed or put on hold until a decision had been made in respect of the community centre.

Following some discussion, it was

RESOLVED: That Officers do not progress this matter until the situation regarding the community centre was clarified.

**T&ESC/2008/413 : HOUSEHOLD RECYCLING CENTRE AT COMBER ROAD, CARRYDUFF**

The Client Manager recalled that the Council facility at this location was established (he believed) in the 1970s. The Chief Executive had now been approached by a developer who was interested in acquiring this site in exchange for a new site fully constructed, licensed and ready for operation by the Council further along the Comber Road. However, the Client Manager commented that a previous, similar approach to the Council had been unsuccessful. He further stated that there still were difficulties in licensing the existing site.

The Client Manager now sought approval for Officers to enter into discussions with the developer and prepare a detailed report, outlining the proposals for this possible transaction, for Members' consideration.

During the ensuing discussion, Councillor Hanvey enquired as to the exact location of the proposed new site for the Household Recycling Centre, and it was

RESOLVED:

- (a) That Officers enter into discussions with a developer who had proposed preparing a new site in readiness for use as a Household Recycling Centre and report back to the Committee.
- (b) That Officers ascertain the exact location of the proposed site for use as a Household Recycling Centre.

**T&ESC/2008/414 : REQUEST TO TRADE IN COUNCIL CAR PARK ADJACENT TO BALMORAL BOWLING CLUB, BELVOIR**

The Client Manager outlined details of a request from a resident, wishing to trade from a chip van in the Council car park in Belvoir.

During the ensuing discussion, Councillor Robinson commented that there were health and safety concerns to be addressed. Furthermore, he requested that Officers ascertain the fee the resident would be prepared to pay to the Council and possibly a donation should be made to the bowling club.

Councillor Hanvey also suggested contacting the local community association, Belvoir Players and the nearby Church to ascertain their opinions about the proposal.

Councillor McCoy expressed her concern that there was a "carry out" facility in Belvoir with paid rates and other costs.

RESOLVED: That Officers contact the local community association, Belvoir Players and the Church to ascertain their views about the proposal.

### **T&ESC/2008/415 : CARRYDUFF COLTS**

The Client Manager informed Members that the presentation given to the Committee by the Carryduff Colts on 2 September 2008 was being progressed by the Department.

Noted.

### **T&ESC/2008/416 : TRAINING COURSE – LARGE GOODS VEHICLE LICENCE / MECHANIC**

The Client Manager recalled that an exercise to recruit a Vehicle Mechanic at the garage earlier this year had been unsuccessful, therefore the essential criteria in the job specification had been reviewed and the need for a LGV licence had been removed and replaced with the requirement that a mechanic, if appointed, would be required to undergo the above training. The position had been re-advertised on this basis and an appointment made. The mechanic had now taken up his post, and was necessary to provide the appropriate training to allow the mechanic to drive the Council's larger vehicles on the road.

The Council had approved previously that TTS should supply this service at a cost of approximately £796 plus approximately £62 for the test.

Following some discussion, it was

**RESOLVED:** That the Council be recommended to grant approval for the newly appointed Vehicle Mechanic at the Council's garage attend the LGV Licence course at a cost of approximately £796 plus approximately £62 for the test.

### **T&ESC/2008/417 : ARC 21 LANDFILL CONTRACT**

The Client Manager advised that the Arc21 landfill contract was due to expire at the end of April 2009. There was an option to extend the contract for an additional three years, with at least three months notice to the contractor. Should the contract not be extended, it would need to be re-tendered, which could take approximately six months and would therefore require the re-tender process to commence as soon as possible.

A benchmarking exercise on Landfill costs had been conducted, showing that the Arc21 contract resulted in a saving of approximately £18m to the Arc21 member councils throughout its current life.

A Contract extension based on current contract terms and conditions would allow for these savings to continue. Additionally, there had been no significant changes to the market since the last tender that would suggest that a re-tender exercise would result in more competitive rates. However, to allow for flexibility should market conditions change, or should there be any significant

change in the tonnages for disposal, any potential extension should be in 18-month blocks to allow for an opportunity for further review at that time.

The extension of the Landfill Contract had been discussed at the Joint Committee meeting on 4 September 2008, and the following recommendations had been agreed:

1. Subject to mutual agreement, the Arc21 Landfill Contracts with Alpha Resource Management and Biffa Ltd are extended from their current expiry for a period not exceeding 18 months.
2. The terms and conditions of contract and the rates and prices remain as per the existing contract.
3. Projected tonnage tables are updated to reflect the additional 18 months, based on the current deliveries and planned additional diversion.

As the value of the contract was in excess of £250,000 approval of the extension was also required from the Constituent Councils.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for recommendations in relation to the extension of the Landfill Contract, as agreed by the Joint Committee:

1. Subject to mutual agreement, the Arc21 Landfill Contracts with Alpha Resource Management and Biffa Ltd are extended from their current expiry for a period not exceeding 18 months.
2. The terms and conditions of contract and the rates and prices remain as per the existing contract.
3. Projected tonnage tables are updated to reflect the additional 18 months, based on the current deliveries and planned additional diversion.

#### **T&ESC/2008/418 : ARC 21 RESIDUAL WASTE PROJECT – GATEWAY REVIEW**

The Client Manager advised that the Arc21 Residual Waste Project was subject to the Gateway Review Process. The purpose of the review was to deliver a “peer review”, in which independent practitioners from outside the project used their experience and expertise to examine the progress and likelihood of successful delivery. The process was best practice in central government, the health sector and Local Government, and a positive report provided assurance of successful project delivery.

Gateway 0 was carried out in July 2008 and covered the Strategic Assessment and focused on the DOE. This was a programme-only review, which investigated the direction and planned outcomes of the programme, together with the progress of its constituent projects.

Gateway 1 is the Business Justification and follows the production of the Strategic Business Case. It focuses on the project's business justification prior to the key decision on approval for development proposal. This aspect was covered by the DoE and DFP approval of the Arc21 Outline Business Case.

Gateway 2 is the Delivery Strategy. This review further investigates the Outline Business Case and the delivery strategy before any formal approaches are made to prospective suppliers or delivery partners.

The Gateway Review Team reviewed project documentation during the week beginning 11 August 2008, and interviews were held with stakeholders during 18-20 August 2008. Following these meetings the Review Team produced a report, which was available for Members' perusal, as well as an action plan which had been developed to address the recommendations from the Review Team.

Further Gateway reviews will be carried out at appropriate points throughout the project.

Noted.

#### **T&ESC/2008/419 : ARC 21 RESIDUAL WASTE PROJECT – OUTLINE BUSINESS CASE**

The Client Manager advised that the Arc21 Residual Waste Project OBC had been submitted to the Department of the Environment on Friday, 6 June 2008. The OBC considered a number of different issues including:

- Waste flows and facility sizing
- Procurement Strategy
- Planning Strategy
- Affordability
- Value for Money

Departmental approval of the OBC was required to ensure Strategic Waste Infrastructure Fund (SWIF) eligibility before the Contract Notice in the Official Journal of the European Community was published.

Following a first review of the document, a number of amendments had been requested. These had been made and a formal letter approving the document had been received from the Department of the Environment. A full copy of the Executive Summary was available for Members' perusal.

The OBC concluded that the project was affordable and provided value for money, approximately half the cost of the 'Do Nothing' option, therefore the Client Manager sought approval for ratification of the Arc21 Residual Waste Project Outline Business Case.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for the ratification of the Arc 21 Residual Waste Project Outline Business Case.

### **T&ESC/2008/420 : ARC 21 ORGANIC WASTE – STORAGE AND COLLECTION**

The Client Manager explained that the purpose of collecting food waste was to:

- Maximise coverage and participation in order to divert BMW from landfill, enabling NILAS targets to be met.
- Meet the guaranteed minimum tonnage in the organics contract.
- Meet recycling and composting targets.
- Decrease costs arising from landfill.
- Provide a best value service with high priority given to customer satisfaction.
- Increase public perception of the services provided by the Council.

The Client Manager stated that approximately 290,000 households currently received a garden waste collection within the Arc21 area, and he had provided a detailed report on the options for inclusion of food waste within the service, experience elsewhere and the estimated associated costs has been prepared by Arc21. The report concluded that the following recommendations should be adopted regarding the incorporation of food waste into organics collection services:

- Kitchen caddies are provided to householders with brown bins.
- Short trials are initiated to establish householder preference for vented or solid caddies.
- Caddies to be purchased centrally through Arc21.
- Starch based liners are to be provided to all householders.
- Use of liners by householders to be restricted to the liners provided by Council.
- The liners shall be appropriately marked / coloured for ease of identification.
- Advertising on the liners shall be permitted subject an appropriate commercial arrangement.
- The liners to be purchased centrally through Arc21 with the pro rata costs incorporated into the organic contract gate fees.
- Generic promotional material to be centrally designed through Arc21 with templates made available for use by Council.

The Client Manager further stated that the Joint Committee had agreed to commend the adoption of the measures outlined above.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for the recommendations in respect of the collection and storage of organic waste as follows:

- Kitchen caddies are provided to householders with brown bins.
- Short trials are initiated to establish householder preference for vented or solid caddies.
- Caddies to be purchased centrally through Arc21.
- Starch based liners are to be provided to all householders.
- Use of liners by householders to be restricted to the liners provided by Council.
- The liners shall be appropriately marked / coloured for ease of identification.
- Advertising on the liners shall be permitted subject an appropriate commercial arrangement.
- The liners to be purchased centrally through Arc21 with the pro rata costs incorporated into the organic contract gate fees.
- Generic promotional material to be centrally designed through Arc21 with templates made available for use by Council.

#### **SUPPLEMENTARY REPORT FROM THE CLIENT MANAGER (tabled at the meeting)**

##### **T&ESC/2008/421 : IAESTE STUDENT**

The Client Manager outlined details of a request for sponsorship from the IAESTE (who had provided an exchange student from Argentina). The sponsorship would help IAESTE in the running of their programmes.

RESOLVED: That the Council be recommended to grant approval for sponsorship of £200 to IAESTE.

##### **T&ESC/2008/422 : EHS WASTE MANAGEMENT GRANT**

The Client Manager advised that the outstanding waste management grant had been allocated towards the purchase of two additional RCV's for the tri-cycle scheme. He added that the sum of £188,000 was currently still available, and that the cost of the two additional vehicles was approximately £237,000.

Following some discussion, it was

RESOLVED: That the Council be recommended to grant approval for the shortfall in funding of approximately £49,000 be met from an underspend in a waste budget and that the order for the two vehicles be placed immediately.

#### **ANY OTHER BUSINESS**

### **T&ESC/2008/423 : SITE FOR HOUSEHOLD RECYCLING CENTRE**

Councillor Hanvey enquired whether any progress had been made regarding the site of the new Household Recycling Centre. Councillor Robinson replied that a Sub-Committee of Members from the area might be set up for this purpose, and that the matter should be raised at the next full Council meeting.

RESOLVED: That consideration in respect of the site for a new Household Recycling Centre be referred to the October full Council meeting.

### **REPORT FROM THE DIRECTOR OF TECHNICAL & ENVIRONMENTAL SERVICES (copy previously circulated)**

#### **T&ESC/2008/424 : REPORTS AVAILABLE**

The Director of Technical & Environmental Services advised that the following information was available for Members' perusal:

- Active Travel News, Issue 13, Sustrans
- The Network, Issue 8, Summer 2008, Sustrans
- The Hub, Summer 2008, Northern Ireland and the Republic of Ireland, Sustrans
- Bike It, Project Review 2008, Sustrans

Noted.

#### **T&ESC/2008/425 : CORRESPONDENCE FROM THE NORTHERN IRELAND ENVIRONMENT AGENCY RE: NETREGS.GOV.UK**

The Director of Technical & Environmental Services reported that correspondence had been received from the Northern Ireland Environment Agency, stating that NetRegs was a government-funded initiative that provided free guidance to small businesses in the UK regarding environmental compliance. NetRegs had been created to help reduce the regulatory burden on small businesses and address concerns about the perceived cost of introducing sustainable environmental practices to their business and complying with environmental regulations. Its purpose was to drive better environmental performance by raising awareness and providing solutions to help small businesses run more sustainable and cost-effective businesses.

Noted.

#### **T&ESC/2008/426 : THE LANDFILL ALLOWANCE SCHEME (NORTHERN IRELAND) REGULATIONS 2004 – REVISED NIEA MONITORING GUIDANCE TO DISTRICT COUNCILS, AUGUST 2008**

The Director of Technical & Environmental Services advised that the above guidance had been received from the Northern Ireland Environment Agency. He continued to say that the guidance followed the Landfill Allowances Scheme (Northern Ireland) Regulations 2004 (NILAS) Review, conducted by the Department of the Environment's Planning & Environmental Policy Group. The previous guidance had been issued in February 2007, and District Councils were again reminded of their duty, under Regulation 22 of the NILAS Regulations, to have regard to any guidance issued by the Department.

The Monitoring Guidance for District Councils is set out in seven sections as follows:

- Introduction
- Waste Definitions
- Managing Allowances
- The Landfill Allowance Register
- Keeping Records and Making Returns
- Data Validation and Reconciliation
- Calculating the Quantity of BMW sent to Landfill

Some key issues include:

- There are restrictions to the borrowing of landfill allowances (para3.2)
- The statutory requirement of councils to keep certain records and make returns by specified submission dates (paras 5.1 – 5.5)

The guidance itself does not impose any financial implications on Council. Financial implications will arise primarily from Councils failing to meet their BMW diversion targets, or Councils failing to make their quarterly waste data returns.

Noted.

#### **T&ESC/2008/427 : CONSULTATION PAPER ON THE DRAFT LANDFILL ALLOWANCES SCHEME (AMENDMENT) REGULATIONS (NORTHERN IRELAND) 2008**

The Director of Technical & Environmental Services advised that correspondence had been received from the Department of the Environment regarding the above-mentioned matter, stating that the proposals were to amend the NILAS Regulations by reducing the assumed amount of biodegradable municipal waste in an amount of collected waste from 71% to 64% by weight. He added that the closing date for responses was 12 December 2008.

Under Regulation 12 of the NILAS Regulations, the proportion of BMW in an amount of collected municipal waste is 71%. This figure is based on a waste compositional study undertaken in 2000. However, more recently, waste compositional studies carried out in Great Britain and Northern Ireland

provided compelling evidence that this figure might not accurately reflect present day circumstances.

In 2007 the Department contracted RPS Consulting Engineers to undertake a waste compositional study within all three Waste Management Groups. The outcome of the study was that the BMW percentage of collected municipal waste in Northern Ireland was 64%. As a result, the Department now proposes to revise the NILAS regulations to amend the assumed proportion of BMW in an amount of collected municipal waste to 64%. It is proposed that the amendment would come into effect on 1 April 2009.

The implication of this change is good news for all Councils, as the lower percentage will assist Councils in meeting their NILAS targets and is therefore a welcomed development.

Following some discussion, it was

RESOLVED: That the Council be recommended to respond to the Consultation Paper in agreement of the proposal to amend the Regulations and reduce the BMW percentage from 71% to 64%.

#### **T&ESC/2008/428 : ARC 21 – DELIVERY OF NEW WASTE TREATMENT FACILITIES**

The Director of Technical & Environmental Services referred to correspondence dated 15 September 2008 from the Chief Executive of Arc 21, regarding the progress of the procurement programme associated with the delivery of new waste treatment facilities as outlined in the Waste Management Plan.

He stated that tenders were being sought for the construction and operation of (potentially) two Mechanical Biological Treatment Systems and one Energy from Waste Facility. The correspondence highlighted that the tender process was anticipated to be lengthy and complex. It had also been noted that, in parallel to the early stages of the tender process, a site selection exercise was being conducted to identify potential sites for the new facilities.

Noted.

#### **T&ESC/2008/429 : ARC 21 JOINT COMMITTEE MEETING OF 4 SEPTEMBER 2008**

The Director of Technical & Environmental Services outlined details of the Minutes of the Joint Committee Meeting held on Thursday 4 September 2008 at the Millbrook Lodge Hotel, Ballynahinch, hosted by Down District Council. These minutes were currently in draft, and it was anticipated that they would be ratified at the next meeting of the Joint Committee on Thursday, 9 October 2008.

Some of the business addressed at the above meeting has been outlined below, as follows:

- Contracts Updates
- Residual Waste Report
- NILAS 2007/08
- Consultation: Proposals to amend the Waste Management Licensing Exemptions Relating to Hazardous
- Organic Waste and Storage Report
- Joint Committee Standing Orders
- AOB

The Director of Technical & Environmental Services drew Members' attention to the need to peruse the contents of the above Minutes and acquaint themselves with the current waste management issues under consideration.

Noted.

**T&ESC/2008/430 : ARC 21 JOINT COMMITTEE MEETING OF 9 OCTOBER 2008 – MEMBERS' BULLETIN**

The Director of Technical & Environmental Services advised that the bulletin for the Arc 21 Joint Committee meeting of 9 October 2008 had not been issued at the time of writing his report. However, at the meeting he tabled the Members Bulletin, which had subsequently been received, and provided information on the above Arc 21 Joint Committee meeting.

Noted.

**T&ESC/2008/431 : WASTE MANAGEMENT WORKING GROUP MEETING OF 9 SEPTEMBER 2008**

The Director of Technical & Environmental Services advised that, due to the lack of a quorum, no decisions had been taken at the Waste Management Working Group meeting of 9 September 2008. However, the report, which had been circulated to Members previously, had been considered by Councillor Robinson, Councillor Beattie and Councillor Hanvey, who had been present.

Noted.

**ANY OTHER BUSINESS**

**T&ESC/2008/432 : TIME OF MEETING**

Following discussion, it was

RESOLVED:- That all future meetings of the Technical & Environmental Services Committee will commence at 6.00 p.m. with hot food being provided at 5.30 p.m.

As there was no further business, the meeting concluded at 7.30 p.m.

\_\_\_\_\_  
**CHAIRMAN**

\_\_\_\_\_  
**CHIEF EXECUTIVE**

**Adopted by the Council this \_\_\_\_\_ day of  
\_\_\_\_\_ 2008 with the exception of**

**Minute Nos. \_\_\_\_\_**

\_\_\_\_\_  
**MAYOR**