

Some information is excluded under FOI

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, 1 December 2009, at 6.00 p.m.

PRESENT: Councillor G Robinson
(in the chair)

ALDERMEN: J Norris MBE
Mrs G Rice MBE

COUNCILLORS: M Copeland
D Drysdale
C Hall
T Jeffers
L Walker

IN ATTENDANCE: Director of Technical & Environmental Services, Building Control Manager, Client Manager, Acting Environmental Health Manager, Operational Services Manager and Assistant Members' Services Officer

APOLOGIES: Apologies were received on behalf of Councillors Mrs A Beattie, J Beattie and Mrs Chambers

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

T&ESC/2009/504 : SCHEDULE OF APPLICATIONS

The Building Control Manager referred Members to the schedule of applications approved by the Building Control Service for the period of 1 October 2009 to 31 October 2009.

Councillor Robinson noted that the detail provided was up to the end of October. He asked if the figures could be provided up to the end of the month immediately preceding each Committee meeting.

RESOLVED : That, in future, the Building Control Manager provide the detail in relation to the Schedule of Application up to the end of the month, immediately preceding each Committee meeting.

T&ESC/2009/505 : 210 – 221 SAINTFIELD ROAD

Alderman Rice referred to the development of housing currently being progressed on the above site where a petrol station had formerly been located. She asked if a closing down certificate had been obtained in terms of removal of petrol tanks and potential contamination of soil, prior to the building work commencing.

Following discussion, it was
RESOLVED : That the Building Control Manager investigate if the Closing Down certificate had been issued in relation to the site at 210-221 Saintfield Road.

T&ESC/2009/506 : REPORTS ON APPLICATIONS, INSPECTIONS AND SOLICITORS ENQUIRIES

The Building Control Manager attached to his report for Members' information details in respect of applications received, plan fees raised, inspections undertaken, inspection fees raised and solicitors' enquiries.

Councillor Robinson asked if the figures could be provided up to the end of the month immediately preceding each Committee meeting. He also asked if the figures for the same month relating to the previous two years could be tabled for comparison purposes, particularly in relation to fees raised and budgets.

RESOLVED : That, in future, the Building Control Manager provide the detail in relation to Reports on Applications, Inspections and Solicitors Enquiries up to the end of the month immediately preceding each Committee meeting, to include the detail on fees raised and budgets. The Manager to also table at each Committee meeting this detail relating to the same period for the past two years, for comparison purposes.

T&ESC/2009/507 : PERFORMANCE INDICATORS – FULL PLAN APPLICATIONS FOR JULY 2009 TO SEPTEMBER 2009

The Building Control Manager referred to his report detailing the performance indicators for the period July 2009 to September 2009.

Noted.

T&ESC/2009/508 : STAFF ISSUES

The Building Control Manager reported that, having followed the Council's recruitment procedure, an offer had been made to an experienced Building Control Officer to fill the vacant post of Senior Building Control Officer. He advised that the offer had been accepted and the Officer would initially be working two days per week during December 2009, three days per week during January 2010, and would be taking up the post on a full time basis from 1 February 2010.

Noted.

T&ESC/2009/509 : DISTRICT COUNCILS TO ENFORCE ENERGY PERFORMANCE CERTIFICATES (EPC)

The Building Control Manager referred to his report detailing the current progress of the Energy Performance of Buildings (Certificates and Inspections) Regulations (NI) 2008. He reported that Local Government would become the enforcement authority for Energy Performance Certificates from the beginning of December 2009. He attached to his report for Members' information the current EPC protocol which provided the framework for defining responsibilities between the Department of Finance & Personnel, Belfast

City Council and other District Councils in respect of the EPC pilot scheme. He advised that the pilot scheme was programmed to last 12 months. Councillor Robinson sought clarification on the procedure for enforcement actions where a breach of legislation had been identified.

The Building Control Manager reported that the Department of Finance had agreed to fund 4 Building Control Officers to undertake the EPC enforcement duties. He advised that Belfast City Council would be the employing authority for these Officers, and all other district councils would authorise Officers to carry out enforcement duties on their behalf, within each council area.

He advised that the Department had agreed to underwrite the cost of prosecutions, on the understanding that the Department was made aware in advance of each case. He added that district councils would be entitled to retain income from Penalty Charge Notices solely to resource enforcement duties. He indicated that he would keep Members advised on progress in respect of the pilot scheme.

Noted.

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

T&ESC/2009/510 : PROPOSED PURCHASE OF CEMETERY SOFTWARE

The Operational Services Manager reported that as part of the Operational Services review, a need had been identified to amalgamate interment information, genealogy requests and maintenance reports into one central Cemetery Software database system. He added that it was being recommended that the Council purchase the same operating system which had recently been introduced at Lisburn City Council. He explained that the system was web-based and sat outside the Council's current IT structured framework which reduced the impact on the Council's IT network and would be hosted by Advanced Software Solutions. He asked Members to note that the Council's IT Manager had been involved in the consultation process.

He advised members' of the annual fee, with an additional one-off cost to transfer current data to the new system. He outlined that financial provision had been made within current budgets to cover these costs.

Following discussion, it was

RESOLVED : That the Council be recommended to agree to the purchase of Cemeterypro Software from Advanced Software Solutions.

T&ESC/2009/511 : TRAINING FOR CLEANSING FOREMAN

The Operational Services Manager sought approval for the Street Cleansing Foreman to attend a Frontline Development training programme being organised by the Local Government Association. He advised that this was a four-day course (one day per week over four weeks), with the Council's Human Resource Section contributing towards costs. He asked Members to note that there was provision for the remaining expenditure within the current Operational Services training budget.

Following discussion, it was

RESOLVED : That the Council be recommended to grant approval for the Street Cleansing Foreman to attend the Local Government Frontline Development Programme.

T&ESC/2009/512 : SIGNAGE AT COUNCIL PAVILIONS

The Operational Services Manager reported that at the November 2009 Committee meeting, discussion had taken place with regard to the behaviour of football teams. He added that Officers had been instructed to carry out a review of all signage, with a view to advising teams and visitors of the standards of behaviour expected by the Council.

He outlined that Officers were currently liaising with other Departments to establish what currently existed in other Council facilities. He added that he would report back to the Committee when the review had been completed.

Noted.

T&ESC/2009/513 : QUOTATIONS RECEIVED FOR SUMMER BEDDING

The Operational Services Manager reported that two quotations had been received for summer bedding.

He recommended that Members approve the quotation from Hanna's Nursery as it met the full specification and represented best value to the Council.

Following discussion, it was

RESOLVED : That the Council be recommended to accept the quotation from Hanna's Nursery for summer bedding.

T&ESC/2009/514 : FLOORING AT THE BILLY NEILL SOCCER CENTRE OF EXCELLENCE

The Operational Services Manager advised Members that a damp section of flooring had developed at one 2 metre section at the intermediate pitch end of the building. He reported that, following advice from the Council's Minor Works Section, the flooring tiles had been removed to allow the flooring to dry out sufficiently. He added that it was suspected that the water may be coming from an underground source and may require the concrete floor to be lifted for further investigation.

He advised that he had requested that the adjacent flooring be made secure and the repairs be undertaken at the end of the season, primarily to reduce the impact on groups' usage.

Councillor Robinson expressed concern that it would be quite a number of months before a proper investigation would be carried out.

The Operational Services Manager advised that it was the view of Officers within the Minor Works Section that water had been seeping through floor tile joints. He added that a dehumidifier was currently being used to help dry the area, and he would keep Members advised on the situation.

Noted.

T&ESC/2009/515 : SUPPLY OF ONE MEDIUM-SIZED MECHANICAL ROAD SWEEPER

The Operational Services Manager reported that provision had been made for the replacement of one large mechanical road sweeper within the 2009/2010 budget for leasing of new vehicle assets. He added that a review of the current Street Cleansing requirements had been undertaken which included the potential operational demands of the new Council services, post RPA. He advised that a medium-sized road sweeper would prove more beneficial to Council, both now and in the future, and would also represent a 30% saving on the cost of the larger vehicle.

He advised that following liaison with a number of Northern Ireland local authorities, the Council's Procurement Officer had contacted Eastern Shires Purchasing Organisation (ESPO), which covered Leicester and Peterborough City Councils and Cambridgeshire, Leicestershire, Lincolnshire, Norfolk and Warwickshire County Councils. He advised that ESPO operated a framework agreement for the purchase of vehicles.

He outlined that the Procurement Officer had confirmed with ESPO that other local authorities and public bodies could avail of their procurement services, and that a quotation had been submitted which met the Council's specification.

The Operational Services Manager referred Members to a copy of ESPO Vehicle Procurement Service summary included in his report.

He recommended that Members approve the purchase of 1 x medium-sized mechanical road sweeper from the Eastern Shire Purchasing Organisation as the vehicle met the specification and represented best value to the Council.

Councillor Robinson outlined that although he was delighted that savings had been made, he was of the view that other procurement opportunities should have been pursued to ascertain if further savings could have been achieved.

The Operational Services Manager indicated that, in future when considering going through a purchasing organisation, cost comparisons would be obtained through local suppliers before bringing a recommendation before the Committee.

RESOLVED : That the Council be recommended to approve the purchase of one medium-sized mechanical road sweeper from the Eastern Shire Purchasing Organisation, as the vehicle met the specification and represented best value to the Council.

T&ESC/2009/516 : REFURBISHMENT OF COUNCIL BOUNDARY SIGNS

The Operational Services Manager reported that, following a review of Council boundary signs in conjunction with the Council's Minor Works Section, a number of signs were found to be in poor condition. He added that the majority of the mounting posts were made of wood and showing signs of age, with a number requiring immediate replacement.

He advised that quotations had been sought and each sign would cost approximately £400.00 to shot-blast and repaint, with new steel box-sectioned posts recommended at a cost of £300.00, to include concrete mounting. He outlined that the work could be carried out by the Council's Minor Works Section but the current budget would only permit the refurbishment of three signs within this financial year. He added that although the full review had not yet been completed, three had currently been identified as being in most need of replacement, two of which were on the main arterial roads in Carryduff and one on the outskirts of Dundonald.

Councillor Copeland outlined that he understood that there were safety implications in respect of the location of a number of signs.

Following discussion, it was

RESOLVED : That,

- (a) any posts with health & safety implications should be replaced, at a cost of £300.00 each and that consideration of the purchase of new signs be deferred to a future Committee meeting
- (b) in the meantime, the Operational Services Manager to investigate if more competitive prices could be obtained in respect of the purchase of new boundary signs

**SUPPLEMENTARY REPORT FROM THE OPERATIONAL SERVICES MANAGER
(circulated at the meeting)**

**T&ESC/2009/517 : PROPOSED OPERATIONAL SERVICES' CHARGES WITH
ADDITIONAL 2.5% - EFFECTIVE FROM 1 JANUARY 2010**

The Operational Services Manager attached to his report for Members' consideration, charges calculated to include the additional 2.5% VAT, effective from 1 January 2010. He asked Members to note that no additional increases had been incorporated.

In response to a query from Councillor Duncan in relation to the three types of exhumation fees, the Operational Services Manager advised that the third fee related to the opening of a concrete sealed grave. He added that he would have the list amended to clearly explain this fee.

Following discussion, it was

RESOLVED : That the Council be recommended to approve the charges in relation to the Operational Services Unit which had been recalculated to include the additional 2.5% VAT, effective from 1 January 2010.

T&ESC/2009/518 : REQUEST TO EXTEND VENDING MACHINE PROVISION AT HYDEBANK

The Operational Services Manager advised that vending machines were currently located at the Billy Neill and Henry Jones facilities, and Officers within Leisure Services had contacted him to ascertain if vending provision could be extended to Hydebank.

Councillor Robinson asked that Officers ensure the vending machines were secure against vandalism, and that income generated came back into Technical & Environmental Services' budgets.

The Operational Services Manager confirmed that income cost codes had been set up within the Technical & Environmental Services Department for vending income from Leisure Services.

Councillor Drysdale suggested that usage of the vending machine at the Hydebank Centre be monitored over a three-month period, and that the Manager report back to the Committee.

Following discussion, it was

RESOLVED : That

- (a) approval be granted for the installation of a vending machine at the Hydebank Centre, as per the existing arrangements at the Billy Neill Soccer Centre of Excellence and Henry Jones Playing Fields
- (b) usage of the vending machine be monitored over a three-month period, and the Operational Services Manager report back in respect of income generated

T&ESC/2009/519 : CHRISTMAS HOLIDAY ARRANGEMENTS – REFUSE, STREET CLEANSING AND HOUSEHOLD RECYCLING CENTRES

The Operational Services Manager reported that in order to accommodate Christmas Day and New Year's Day, alternative collections would take place on Saturday 19 December 2009 and Saturday 2 January 2010.

He advised that the Household Recycling Centres would be closed on Friday 25, Saturday 26, Monday 28 December 2009 and Friday 1 January 2010. He asked Members to note that the Council's Refuse collection calendars already reflected these arrangements and the Council's website would be updated accordingly.

Noted.

**REPORT FROM THE ACTING ENVIRONMENTAL HEALTH MANAGER
(copy previously circulated)**

T&ESC/2009/520 : STATUTORY NOTICES - PUBLIC HEALTH (IRELAND) ACTS

1878 TO 1907

The Acting Environmental Health Manager referred to his report detailing the Statutory Notices served in respect of the abatement of Public Health nuisances/conditions prejudicial to health.

In response to a query from Councillor Robinson, the Acting Environmental Health Manager advised that these premises had been inspected against standard.

Councillor Robinson asked the Officer to prepare a further report on the number of notices served in the last year, including addresses, as he believed there was a significant number of defects observed and subsequent notices served on properties at one particular location. He asked the Acting Environmental Health Manager to prepare a statement on behalf of the Committee regarding the statutory notices served on these particular properties, and that it be tabled at the next Committee meeting. He added that this would provide Members with an opportunity to have input before the statement was released.

RESOLVED : That the Acting Environmental Health Manager prepare a statement on the service of statutory notices for conditions prejudicial to health, to be tabled at the next Committee meeting.

T&ESC/2009/521 : CONSUMPTION OF INTOXICATING LIQUOR IN DESIGNATED PLACES - DRINKING IN DESIGNATED AREAS

The Acting Environmental Health Manager referred Members to the rolling table of offences.

Councillor Robinson referred to the PSNI's attendance at the September Committee meeting at which Members had been advised that in the first three months of this year, 277 breaches of drinking bye laws had been detected in Castlereagh and had been referred to the Youth Diversion Officer. He added that the police officers in attendance had advised that they would forward the details of these referrals, and keep the Committee advised of future referrals to the Youth Diversion Officer.

The Acting Environmental Health Manager indicated that he had written to the Area Commander asking for this information, but had not received a response. He added that he had, however, received a letter on 27 November advising that there were currently four incidents involving juveniles and the consumption of alcohol in the Borough.

Alderman Rice outlined that at the September meeting, the PSNI had expressed concern in respect of double jeopardy, and had advised that they would liaise with the District Commander to clarify this matter and advise the Committee accordingly, but again a response had not been received. She outlined that she was extremely disappointed with this latest correspondence from the PSNI and the fact that the Council was not receiving proper updates. She proposed that Officers write again to the District Commander.

Councillor Robinson suggested that a copy of the letter be forwarded to the DPP to let them know that the Council was attempting to deal with this issue but were very

disappointed with the lack of response and regular updates from the PSNI. He asked to see a copy of the correspondence before it was sent.

RESOLVED : That the Council be recommended to agree that, subject to Councillor Robinson reading the correspondence before it was issued,

- (a) the Acting Environmental Health Manager writes to the District Commander outlining the Committee's concern that the PSNI had not responded in terms of the following:
 - issue of double jeopardy
 - details on those breaches of the drinking bye laws that had been referred to the Youth Diversion Officer in the first three months of this year, and regular updates in respect of subsequent referrals
- (b) a copy of the correspondence be forwarded to the Castlereagh District Policing Partnership

T&ESC/2009/522 : HOME ACCIDENT PREVENTION (HAP) – MINUTES OF MEETING HELD ON 21 OCTOBER 2009

The Acting Environmental Health Manager attached to his report a copy of the above Minutes which included an update on the current activities being progressed by the group.

Noted.

T&ESC/2009/523 : THE DOGS (NI) ORDER 1983 - DOG KENNELING FACILITIES AT CARRYDUFF

The Acting Environmental Health Manager advised Members of the potential loss of kenneling provision with the USPCA (as required by Article 40(A) of the Dogs Order). He explained that the contract with the USPCA to provide dog kenneling facilities for Castlereagh Borough Council came into effect in April 2006 and was valid for ten years. He added that with suitable notification, either party could give notice to revoke the agreement. He advised that three other local authorities had also availed of this kenneling provision by the USPCA and that one of these local authorities had confirmed that it wished to revoke this agreement. He added that this had led to the USPCA questioning its ability to sustain kenneling provision, on behalf of Castlereagh Borough Council and the other two Councils.

He continued by stating that he had had preliminary meetings with the Chief Executive of the USPCA to discuss the way forward, and he was currently awaiting written proposals from the USPCA as to their preferred option. He added that when a response had been received, he would report further to the Committee. He outlined that preliminary representations had been made to Lisburn City Council regarding use of their kenneling facilities as a possible way forward. However, this could not be formally addressed until written notification had been received from the USPCA.

Councillor Robinson outlined that he had asked several years ago for this matter to be expedited, in terms of an agreement between Castlereagh and Lisburn Councils.

The Acting Environmental Health Manager advised that an arrangement was in place with Lisburn City Council for housing dogs, on behalf of Castlereagh Borough Council, in an emergency situation. He added that this arrangement was availed of on an ad hoc basis.

Noted.

T&ESC/2009/524 : THE LITTER (NORTHERN IRELAND) ORDER 1994 - FAILURE TO PROVIDE INFORMATION UNDER ARTICLE 12

The Acting Environmental Health Manager referred Members to his report outlining the details of an incident whereby a taxi driver and his passenger had been observed smoking in the vehicle. He advised that the lady passenger had also been witnessed throwing a cigarette butt from the vehicle window. He asked Members to note that the taxi driver had been issued with a "Notice to provide Information", and he only responded when a final warning had been forwarded. He added that on examining the information provided, it appeared that the driver was aware of the passenger's identity, and a further notice had been issued. He added that the driver failed to respond and a final warning had again been issued, and to date, he has failed to identify the lady passenger.

He recommended that legal action be instigated against the taxi driver.

RESOLVED : That the Council be recommended to grant approval for legal proceedings to be instigated against a taxi driver for failing to provide information contrary to Article 20 of the Litter (NI) Order 1994.

T&ESC/2009/525 : THE SMOKING (NORTHERN IRELAND) ORDER 2006 – FAILURE TO PROVIDE INFORMATION UNDER ARTICLE 12

The Acting Environmental Health Manager referred to the previous Minute and advised that under the above legislation a vehicle was deemed smoke-free if used by members of the public or a section of the public, whether or not for reward or hire. He added that the taxi driver had therefore been issued with a Fixed Penalty Notice which he failed to pay, and he was recommending that Members approve the instigation of legal action under Article 8 of the Smoking (NI) Order 2006.

RESOLVED : That the Council be recommended to grant approval to instigate legal action against a taxi driver, under Article 8 The Smoking (NI) Order 2006.

T&ESC/2009/526 : NO SMOKING DAY 2009 – MERIT AWARD

The Acting Environmental Health Manager outlined that Mrs Paula Arrell, the Council's Public Relations and Marketing Officer had received an award on behalf of the Council for its efforts in raising the public's attention at the latest No Smoking Day initiative. He advised that this involved the Council working in partnership with Forestside Shopping Centre and Medicare Pharmacy. He indicated that this provided the public with an opportunity to have access to specialist advice and information on products that might assist in quitting smoking, together with the medical benefits.

He indicated that in an effort to obtain excellent media coverage, the Environmental Health Service Unit worked closely with the Council's Public Relations & Marketing Team, Forestside Centre Management and Medicare Pharmacy.

Councillor Robinson asked the Mayor to pass on the Committee's appreciation to the Public Relations & Marketing Officer.

Noted.

T&ESC/2009/527 : NORTHERN IRELAND ENVIRONMENT AGENCY – DRINKING WATER QUALITY IN NORTHERN IRELAND 2008

The Acting Environmental Health Manager advised that a copy of the report was available in the Environmental Health Service Unit, should Members wish to peruse its content.

Noted.

T&ESC/2009/528 : THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NI) ORDER 1985 - ARTICLE 3 – LICENSING OF PLACES OF ENTERTAINMENT – RENEWAL OF LICENCES

The Acting Environmental Health Manager referred to his report outlining applications for the renewal of Entertainment Licences.

RESOLVED : That the Council be recommended to grant approval for the renewal of Entertainment Licences, as outlined in the Acting Environmental Health Manager's report, subject to receipt of all required documentation.

T&ESC/2009/529 : PETROLEUM CONSOLIDATION ACT (NI) 1929 – RENEWAL OF PETROLEUM LICENCE

The Acting Environmental Health Manager referred to his report outlining the details of an application received for the renewal of a licence to store petroleum.

RESOLVED : That the Council be recommended to grant approval for the renewal of a licence to store petroleum, as outlined in the Acting Environmental Health Manager's report, subject to receipt of all required documentation.

T&ESC/2009/530 : PETROLEUM CONSOLIDATION ACT (NI) 1929 – PETROLEUM SPIRIT BEING KEPT WITHOUT A VALID LICENCE IN THE CARRYDUFF AREA

The Acting Environmental Health Manager reported that the above item had been withdrawn as all relevant documentation had now been received.

Noted.

T&ESC/2009/531 : THE LITTER (NORTHERN IRELAND) ORDER 1994 - FAILURE TO PROVIDE INFORMATION UNDER ARTICLE 20 OF THE ABOVE LEGISLATION

The Acting Environmental Health Manager referred to his report outlining the details of an incident whereby a male car driver from Dundrum had been witnessed throwing a cigarette butt onto the roadway at Upper Galwally, Castlereagh. He advised that the registered owner of the vehicle had been traced and had been sent a "Notice to Obtain Information" under Article 20. He added that the gentleman failed to respond and was sent a final reminder, which he also did not respond to.

RESOLVED : That the Council be recommended to grant approval for the instigation of legal action against a gentleman from Dundrum for failing to provide information, contrary to Article 20 of the Litter (NI) Order 1994.

T&ESC/2009/532 : THE DOGS (N IRELAND) ORDER 1983 – DOGS STRAYING : FIXED PENALTY NOTICE 1274 AND 1275

The Acting Environmental Health Manager advised that this item was being withdrawn as the lady concerned had now paid the Fixed Penalty Notice.

Noted.

ANY OTHER BUSINESS

T&ESC/2009/533 : SCORES ON THE DOORS

The Acting Environmental Health Manager explained the food hygiene ratings which ran from 1 to 5 star, with 5 being the best rating. He reported that 30% of the inspected food premises within the Borough had been awarded a 5 star rating, as defined in the Scores on the Doors Scheme. He added that the star ratings in respect of participating councils were available on the Scores on the Doors website to assist consumers in deciding where to purchase food. He outlined that all registered food businesses within the Borough would be added to the existing 255 displayed food business after their next planned food hygiene inspection.

Councillor Walker advised that he had attended the launch of the scheme on 30 November 2009 which had been well attended. He congratulated Officers for all their efforts in progressing the scheme.

Councillor Robinson thanked Members of the Committee for supporting him in recommending Council's participation in the Scheme. He added that this was an excellent opportunity for the Mayor to promote food premises within the Borough, particularly given the high number to date that had achieved a four or five star rating.

Noted.

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

T&ESC/2009/534 : TONNAGES DEPOSITED AT LANDFILL

The Client Manager attached to his report for Members' information the detail in respect of tonnages for material deposited at landfill up to the end of October. He asked Members to note that the figures for general landfill were down compared to last year, but up slightly when compared to the amount allowed for in the budget. He reported that the figures in respect of street sweepings were up when compared to last year and were up when compared with the amount allowed for in the budget.

Noted.

T&ESC/2009/535 : REPORT ON CLOSED LANDFILL SITE AT MOSS ROAD, BALLYGOWAN

The Client Manager asked Members to note that the Options Report carried out in March 2006 by RPS had been reviewed, taking into account current legislation, current requirements of the Northern Ireland Environment Agency and the continuing breach of discharge consent limits. He advised that it was planned to table a detailed report at the January meeting of the Committee.

In response to a query from Councillor Robinson, the Client Manager explained the detail in respect of two options for capping the site, in terms of clay or a sheet material.

The Client Manager continued by stating that the main thrust of the report was unchanged, i.e. the Council had been recommended to cap the site to minimise the environmental impact and the possibility of significant fines being imposed on the Council.

Councillor Robinson indicated that developers were looking for inert sites and he expressed the view that this should be borne in mind when the Committee was considering the matter further.

Noted.

T&ESC/2009/536 : PROPOSED PLAYGROUND ON OPEN GROUND AT BREDA TERRACE

The Client Manager outlined that Members may recall that a site meeting had been held on 6 November 2009 with local community representatives in favour of a playground being located at Breda Terrace. He advised that those in attendance had reaffirmed their desire for the playground and had advised that they were open to compromise.

He outlined that concerns raised by those residents not in favour of the playground at this location related to loss of amenity, loss of general open play space and loss of privacy for those living in neighbouring houses.

He indicated that, as an aid to compromise, it was possible to write into the tender documents guidance in relation to playgrounds with low level equipment, which would take up a smaller plan area and attract higher scores for those elements within a scoring matrix. He added that this would encourage tenderers to produce compact playgrounds without high equipment.

He referred to the site visit that had been organised for Member on 19 November 2009 to see the Playdale i Play Equipment at Stormont. He advised that this was a piece of interactive computerised play equipment. He outlined that, whilst the five Members in attendance had been impressed with the concept, it had not been possible to witness the equipment operational on the day of the visit. He reported that he had contacted the supplier who had advised that this was due to the fact that there had been several days

of very overcast weather, limiting the solar batteries recharging opportunities and the automatic shutdown had therefore come into operation.

The Client Manager reported that he had visited the site again on 22 November when the equipment was operational. He added that this piece of equipment was relatively expensive and if specified for Breda Terrace, would encourage the development of a playground with a smaller footprint.

Councillor Robinson outlined that it would be difficult to justify the expenditure for this type of equipment that appeared to only operate during good weather. He added that he understood that it could be noisy and would therefore not be appropriate to located it close to residential housing. .

Following a detailed discussion, Members agreed that the Client Manager progress the tender documentation, excluding the i play equipment, including 1.8 metre paladin type fence and low level equipment with a smaller plan area.

It was further agreed that the tender specification be considered by Members for the area, prior to going out to advertisement.

RESOLVED : That the Council be recommended to agree

- (a) the tender specification for the provision of a playground at open space at Breda Terrace, excluding i play equipment, including 1.8 metre paladin type fence and low level equipment with a smaller plan area
- (b) that Members for the area consider the tender document, prior to it going out to advertisement

T&ESC/2009/537 : CORRESPONDECE FROM COLBY PARK RESIDENTS' ASSOCIATION : REQUEST FOR PLAYGROUND

The Client Manager reminded Members that the Residents' Association had applied for Lottery funding of £50,000.00 towards the provision of a playground, and if successful, the Council had agreed to match fund the project. He added that the group's funding application had been unsuccessful.

Following discussion, Councillor Robinson advised that he had just received a copy of the Residents' Association's correspondence that day. He expressed the view that further consideration of the matter should be deferred in order for the correspondence to be included in the Agenda papers for the January 2010 Committee meeting.

RESOLVED : That consideration of the correspondence from Colby Park Residents' Association in relation to the provision of a playground be deferred until the January 2010 Committee meeting.

T&ESC/2009/538 : REQUEST FOR PLAYGROUND AT CAIRNSHILL PLAYING FIELDS

The Client Manager reported that he had received a telephone call requesting a playground to be constructed at Cairnshill Playing Fields from a lady reporting to

represent local young mothers in the area. He added that he had advised the young mothers to write to the Chief Executive with a formal request.

Noted.

T&ESC/2009/539 : LETTER FROM BEECHGROVE/GLENCREGAGH RESIDENTS' ASSOCIATION

The Client Manager referred Members to a copy letter received from Beechgrove Glencregagh Residents' Association requesting a joint meeting of all relevant and interested parties as soon as possible. He advised that, as previously requested, he had written to Health Estates to establish the exact area of lands available for transfer for a park/playground and other facilities, together with any terms and conditions that may be imposed. He added that he had not as yet received a response.

Following discussion, it was

RESOLVED : That the Client Manager writes to Beechgrove/Glencregagh Residents' Association thanking them for their correspondence and advising that a joint meeting would not be advantage at this stage.

T&ESC/2009/540 : GARAGE OVERSPEND

The Client Manager outlined that as Members would be aware the Council's Garage maintained the Council's fleet of approximately 50 vehicles and various items of plant for the Grounds Maintenance Section. He advised that the annual budgets for this section was approximately £600,000, and as of period 7, was approximately £30,000.00 overspent. He added that the overspend was primarily due to additional reactive spend for the purchase of materials and repair of the fleet.

In response to a query from Councillor Robinson, the Client Manager that all small consumables such as nuts and bolts were purchased, in line with the Council's purchasing procedures. He added that it would be very time consuming to include smaller items within tender documentation. He reported that a review was currently being carried out to determine how the overspend could be brought back within budget, and he was liaising with Officers within the Finance Department in this regard.

Noted.

T&ESC/2009/541 : HOUSEHOLD WASTE RECYCLING & COMPOSTING RATE

The Client Manager reported that the Council's waste data had been submitted to the Northern Ireland Environment Agency for the second quarter of 2009/2010. He advised that the unaudited Household Waste Recycling & Composting Rate recorded for the period was 41.99% which represented a 0.5% reduction on the same period last year. He outlined that a drop in the dry recycling rate had been the main contributing factor for the decrease.

Noted.

T&ESC/2009/542 : CO-MINGLED COLLECTION OF KITCHEN-SOURCED FOOD

WASTE IN THE BROWN BIN

The Client Manager outlined that following discussion of the above matter at the October Committee meeting, Members had requested a further report in respect of the impact on participation and capture rates of providing kitchen caddies and liners, in addition to the implementation plans of neighbouring councils.

He advised that numerous studies had been carried out by Waste & Resources Action Programme into the collection of kitchen-sourced food waste in the UK. He added that co-mingled and source-separated collection options had been studied, with varying conclusions. He referred Members to his report summarising some of the findings relevant to co-mingled collections.

The Client Manager outlined that the recent satisfaction survey carried out as part of the Council's weekly food waste trial provided the following information:

- (i) an overwhelming majority of householders found the solid, 5 litre kitchen caddy, to be a suitable size, and were either satisfied or very satisfied with it.
- (ii) 46% of householders surveyed indicated that would not participate in the service if liners were not provided, 45% would and 9% were unsure. Some householders indicated that if liners were not provided they would use a plastic bag instead, whilst others considered liners to be essential due to the messy nature of the service. The results would therefore back up previous studies and would tend to support the need for liners.

He outlined that some mainland councils, such as Hounslow and Somerset had taken the decision not to provide liners due to their high cost and distribution issues. He added that Ards Borough Council and Banbridge District Council had opted to supply kitchen caddies only whereas Lisburn and Belfast City Councils supplied both the caddies and liners. He indicated that whilst decisions tended to be taken at a local level, there was a strong case for the provision of caddies and liners.

The Client Manager advised that a further report would be brought to the Committee covering the implementation programme for 2010/2011. He recommended that the Council provide householders with kitchen caddies and liners for the introduction of food waste into the brown bin. He advised that the cost of the liners would be approximately £100,000.00 per annum.

Councillor Robinson expressed the view that this issue should be dealt with, in line with Belfast and Lisburn City Councils and that the costs of providing the caddies and liners be referred to the Estimates Working Group for consideration.

Following discussion, it was

RESOLVED : That the Council be recommended to agree

- (a) that caddies and bin liners be provided as part of the co-mingled collection of kitchen-sourced food waste in the brown bin, and that the cost of the caddies and liners be referred to the Estimates Working Group for consideration

(b) Officers to report back to the Committee before the scheme was progressed

T&ESC/2009/543 : EDUCATIONAL TALKS/VISITS

The Client Manager attached to his report a list of the environmental educational talks/visits carried out since 1 April 2009.

Noted.

T&ESC/2009/544 : CHARGEABLE COMMERCIAL WASTE - CREDIT CONTROL POLICY

The Client Manager advised that in an effort to ensure that payments for all chargeable commercial waste services were received, in line with the Council's terms of payment, he was recommending that the following procedure be adopted. He advised that Officers within the Client Services Section would be liaising with the Council's Finance Section at all stages.

He indicated that in relation to overdue balances, the Council's Finance Section would forward letter (L1) to the customer stating that payment was overdue and required by return. He indicated that, should no payment be forthcoming, letter (L2) final demand would be forwarded requesting payment by return.

The Client Manager reported that, failure to make payment within the prescribed time period will result in services being suspended without further notice. He added that, should payment not be received within a reasonable period of time following suspension, service would be cancelled and the debt referred by the Council's Finance Section.

RESOLVED : That the Council be recommended to adopt the credit control policy the chargeable waste collection service, as outlined in the Client Manager's report.

ANY OTHER BUSINESS

T&ESC/2009/545 : PITCH AT OPEN SPACE, CREGAGH

The Client Manager referred to the September Committee meeting where a request from a local football club had been considered for the pitch between Northbank and Southbank to be made a bookable facility.

Councillor Walker outlined that the Northern Ireland Housing Executive had previously confirmed that if the pitch was made a bookable facility, the lease would be contravened, and referral would have to be made to Land and Property Services for a premium for a waiver. He reported that a meeting had been convened with the Football Club who had accepted the rationale for not progressing with this matter.

Following discussion, it was

RESOLVED : That the Council be recommended to agree not to progress the request from a local football club for the pitch located on lands between Northbank and

Southbank, Cregagh to become a bookable facility.

T&ESC/2009/546 : ARC 21 – CENTRE OF PROCUREMENT EXCELLENCE

The Client Manager advised Arc 21 was currently seeking formal accreditation as a Centre of Procurement Excellence and was seeking a reference from Castlereagh Borough Council.

Following discussion, it was

RESOLVED : That the Council be recommended to approve that a letter of reference be drawn up in relation to Arc 21's application seeking formal accreditation as a Centre of Procurement Excellence, subject to Councillor Robinson reading the content of the correspondence prior to being forwarded.

T&ESC/2009/547 : BUILDING INSPECTION REPORTS

The Client Manager reported that the Client Services Section prepared Annual Building Inspection Reports for budget holders responsible for the buildings which Client Services' provided maintenance services. He added that these reports had been further developed this year to include longer term recommendations, in line with good practice. He advised that a further report would be tabled at a future meeting of the Committee.

Noted.

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

T&ESC/2009/548 : REPORTS AVAILABLE

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

- CSR Matters. Autumn 2009
- Network News. Issue 15. October 2009
- Clanmil Communique. Autumn 2009. Issue 01
- Waterline. Northern Ireland Water. October 2009. Issue 66.
- Health Bytes. Volume 7. Issue 9. November 2009.
- Conservation Planner. RSPB. Autumn 2009. Issue 31.
- Insight. ADAS. Autumn 2009. Issue 14.

Noted.

T&ESC/2009/549 : MINUTES OF THE ARC 21 JOINT COMMITTEE MEETING HELD ON 29 OCTOBER 2009

The Director of Technical & Environmental Services circulated a copy of the above Minutes which had been ratified at the meeting of the Joint Committee on 3 December 2009. He advised Members of some of the business that had been addressed, which included the following:

- Calls for Conflict of Interest
- Contracts and Performance Update
- Revenue Estimates 2010/2011
- Consultation: The Draft Local Government (Finance) Bill
- Consultation: A Bio-energy Action Plan for Northern Ireland 2009-2014
- Consultation: Stage One Consultation on the Revised Waste Framework Directive (2008/98/EC)
- Centre of Procurement Expertise
- Bryson Recycling MRF Capital Investment Scheme
- Residual Waste Treatment Project
- Consultation: Local Government Reform Programme
- AOB

Noted.

T&ESC/2009/550 : ARC 21 JOINT COMMITTEE MEETING OF 3 DECEMBER 2009 – MEMBERS BULLETIN

The Director of Technical & Environmental Services circulated a copy of Arc 21 Members' Bulletin.

Noted.

T&ESC/2009/551 : REVIEW OF PUBLIC ADMINISTRATION (RPA) – OFFICER PROJECT TEAMS

The Director of Technical & Environmental Services reported that, at the last meeting of the Committee held on Tuesday 3 November 2009, Members' attention had been drawn to the need to give full consideration to prioritising existing service delivery and reviewing the commencement of any new initiatives, together with a number of other RPA related issues.

He advised Members that a review was currently being carried out on the tasks undertaken by Service Unit Managers over the last twelve months, with a priority being allocated to each task. He outlined that it was anticipated that a number of priority 3 tasks, being the lowest priority would be identified, together with priority 1 and 2 tasks. He indicated that consideration would then be given to priority 3 tasks, and alternative approaches for advancing such tasks. He added that he would report further at a future meeting of the Committee.

Noted.

There being no further business, the meeting ended at 7.30 p.m.

CHAIRMAN

CHIEF EXECUTIVE

Adopted by the Council this _____ day of

_____ **2009 with the exception of**

Minute Nos. _____

MAYOR