

ANTRIM BOROUGH COUNCIL

Minutes of the proceedings of a Meeting of the **Environment and Borough Services Committee** of Antrim Borough Council held in The Round Tower Chamber, Antrim Civic Centre, 50 Stiles Way, Antrim on **Thursday 20 May 2010 at 10.00 am.**

- In The Chair : Alderman M Rea
- Other Members Present : Aldermen -
S Dunlop
R J Loughran
Councillors -
A K Brady
A D Cochrane-Watson
O C J Keenan
A Lawther
A Logue
M Lucas
J Smyth
- Non-Committee Members Present : None
- In Attendance : Director of Corporate Services
Director of Development & Leisure
Assistant Director - Environmental Health
Assistant Director - Operational Services
Assistant Director - Property Services
Environmental Health Officer – S Moran
Parks Manager
Procurement Officer
Public Relations Assistant
Committee Secretary - D Waddell
Representatives from the Food
Standards Agency -
Mr Gerry McCurdy, FSA Director in NI
Ms Maria Jennings, Deputy FSA Director in NI
- Apologies : Councillors -
B Graham
D Ritchie

PRESENTATION

The Chairman welcomed to the Meeting representatives from the Food Standards Agency (FSA) - Mr Gerry McCurdy, FSA Director in NI and Mrs Maria Jennings, Deputy FSA Director in NI.

PRESENTATION: FOOD STANDARDS AGENCY

Mr McCurdy gave a Powerpoint Presentation outlining the role and structure of the FSA.

The specific roles and responsibilities are:

- To advise Ministers on food safety and standards issues
- To develop policy
- To propose legislation
- To advise on diet and nutrition issues
- To promote healthy food choices
- To monitor and audit
- To issue Food Alerts

Mr McCurdy referred to the FSA's Strategy for 2010-2015 and their strategic objective to improve food safety and diet.

It was highlighted that in terms of competency the FSA were:

- the central competent authority for food and feed
- competent authority for meat, milk and eggs

It was also highlighted that District Councils were the competent authority for:

- Retail, catering and processing
- Food standards, composition and labelling.

Members were advised that the FSA liaise with the Department of Agriculture and Rural Development and local Councils to ensure a joined up approach is taken on all food issues.

The Department of Agriculture and Rural Development were highlighted as responsible for the import of food to Northern Ireland and were the enforcement body at Designated Points of Entry and Border Inspection Posts.

Councillor Logue entered the Meeting at 10.15 am, Councillor Lucas entered at 10.17 am.

Mr McCurdy and Mrs Jennings responded to several questions from Members on:

- Food labelling
- Illegal food imports - commercial and personal
- Food Import/Export records
- Incineration - affect on food products such as milk and beef
- Meat content of products
- FSA finance
- Legislation
- Product advertising in supermarkets

The Chairman thanked Mr McCurdy and Mrs Jennings for their interesting and informative presentation and they withdrew from the Meeting.

**PRESENTATION:
FOOD
STANDARDS
AGENCY**
(continued)

INTERVAL

There was an interval at 11.05 am.

The Meeting resumed at 11.25 am with all Members previously present resuming their seats, with the exception of Councillor Cochrane-Watson.

OPERATIONAL SERVICES

REPORT: No 3 had been circulated.

RECOMMENDED: that £237.94 is awarded from the Antrim Borough Biodiversity Action Grant Programme to Parkgate Primary School for the creation of a school wildlife garden.

**ANTRIM
BIODIVERSITY
ACTION GRANT**

REPORT: No 4 had been circulated.

RECOMMENDED: approval to purchase a second-hand 18 tonne (commonly 18 - 22 tonne), narrow-body refuse collection vehicle up to the approved estimated £35,000 budget using the approach set out in the circulated report.

**PROCUREMENT
OF SECOND HAND
REFUSE
COLLECTION
VEHICLE**

PROPERTY SERVICES

REPORT: No 5 had been circulated.

RECOMMENDED: approval of sponsorship offered by Chain Reaction Cycles Ltd, Kilbride Road, Doagh, Ballyclare, BT39 0QA for Templepatrick and Belmont Heights roundabouts at £1500 each year for each roundabout over 3 year period.

NOTED: Officers to consider temporarily advertising Council facilities on roundabouts which have no current external sponsorship.

**ROUNABOUT
SPONSORSHIP**

ENVIRONMENTAL HEALTH

REPORT: No 6 had been circulated.
Case Ref: RS/PC/10/01 – A20

RECOMMENDED: that Council resolves to initiate legal proceedings against the keeper of the vehicle as outlined in the circulated report for non compliance of the Article 20 Notice in contravention of the Litter (Northern Ireland) Order 1994 Article 20 – Power of District Councils to Obtain Information.

**THE LITTER (NI)
ORDER 1994:
POWER OF
DISTRICT
COUNCILS TO
OBTAIN
INFORMATION**

REPORT: No 7 had been circulated.

RECOMMENDED: on the proposal of Councillor Smyth, seconded by Councillor Lucas that Council adopt the Minutes of a Meeting of the Bonfire Sub-Group held on 24 March 2010, copies of which had been circulated.

Councillor Logue sought clarification of the funding criteria for Bonfires.

**BONFIRE SUB-
COMMITTEE
MINUTES:
24 MARCH 2010**

BUILDING CONTROL

REPORT: No 8 had been circulated.

RECOMMENDED: that

- i) the under noted officer has been appointed to act on behalf of Council and authorised by the Council to act under Article 11 of the Building Regulations (N.I.) Order 1979, to enter premises at any reasonable time, for the purpose of, among others ascertaining possible contraventions of the Order, or of the Building Regulations.

Christopher McGhee – Temporary Technical Officer – Building Control

- ii) the under noted officer has been appointed to act on behalf of the Council and authorised by the Council to take action, in relation to dangerous buildings under the following legislation: - The Towns Improvement Clauses Act 1847 – Section 75 as adopted by the Towns Improvement (Ireland) Act 1854 – Section 39 (Ruinous and Dangerous Buildings) The Public Health Acts Amendments 1907 – Section 30 (Dangerous Places to be Repaired or Enclosed).

Christopher McGhee – Temporary Technical Officer – Building Control

**AUTHORISATION
AND DELEGATION
FOR NEW
PERSONNEL**

REPORT: No 9 had been circulated.

RECOMMENDED: approval of the response to the proposed Amendment to the Building Regulations (Northern Ireland) 2000 as outlined in the circulated report.

**PROPOSED
AMENDMENT TO
THE BUILDING
REGULATIONS (NI)
2000**

TENDERS

REPORT: No 10 had been circulated.

Following public advertisement tenders for Grass Cutting Plant and Machinery were received as follows:

**TENDER:
GRASS CUTTING
PLANT AND
MACHINERY
PM/TEN/041**

1 No. Tractor Mounted 3.4m Winged Rotary Mower

SERVICE PROVIDER	MINIMUM TENDER SPECIFICATION MET	COST £ (EXCLUDING VAT)
Johnston Gilpin	YES	£9,060.00
D A Forgie	NO	£7,650.00

6 No. 53cm Self-Propelled Rotary Mulching Grass Cutters

SERVICE PROVIDER	MINIMUM TENDER SPECIFICATION MET	COST £ (EXCLUDING VAT)
Cyril Johnston	YES	£6,408.00
D A Forgie	NO	£4,470.00
Johnston Gilpin	NO	£3,000.00
Laird Grass Machinery	NO	£2,940.00

1 No. 32hp Ride On Rotary Mower

SERVICE PROVIDER	MINIMUM TENDER SPECIFICATION MET	COST £ (EXCLUDING VAT)
Johnston Gilpin	YES	£16,185.00
Broderick Grass Machinery	NO	£15,250.00
Cyril Johnston	NO	£13,999.00
Laird Grass Machinery	NO	£13,450.00

2 No. Ride on Rotary Mower Converting to Pedestrian Mower

SERVICE PROVIDER	MINIMUM TENDER SPECIFICATION MET	COST £ (EXCLUDING VAT)
Broderick Machinery Grass	NO	£15,200.00
Cyril Johnston	NO	£8,998.00

**TENDER:
GRASS CUTTING
PLANT AND
MACHINERY**
(continued)

The Assistant Director - Property Services and Parks Manager explained the specification criteria used and Council requirements for each piece of equipment.

RECOMMENDED: that

- 1 the lowest tender to specification, submitted by Johnston Gilpin, in the sum of £9,060.00 (excluding VAT), be accepted for the purchase of 1 No. Tractor Mounted 3.4m Winged Rotary Mower;
- 2 the lowest tender to specification, submitted by Cyril Johnston, in the sum of £6,408.00 (excluding VAT), be accepted for the purchase of 6 No. 53cm Self-Propelled Rotary Mulching Grass Cutters;
- 3 the lowest tender to specification, submitted by Johnston Gilpin, in the sum of £16,185.00 (excluding VAT), be accepted for the purchase of 1 No. 32hp Ride On Rotary Mower;
- 4 specifications for the Rotary Mowers be revisited as no suitable machinery was produced through the tender process. The revised specification should be put out to quotation and reported back to a future committee meeting.

REPORT: No 11 had been circulated.

In response to public advertisement for the hire of Large Commercial Vehicles and Sweepers, 4 electronic tenders were received and opened on Thursday 25 March 2010 and referred to the evaluation panel for report.

**TENDER:
HIRE OF LARGE
COMMERCIAL
VEHICLES AND
SWEEPERS**
PM/TEN/033

Each submission was evaluated in terms of Cost (70%), Previous Relevant Experience and Technical Capacity (20%) and Environmental Management (10%). Scores achieved for each tenderer are as follows: -

**TENDER:
HIRE OF LARGE
COMMERCIAL
VEHICLES AND
SWEEPERS**
(continued)

ITEM DESCRIPTION	Total Percentage Score Achieved			
	Gilford Van Hire Limited	McCreath Taylor NI Limited	Stewarts Commercials	Walker Vehicle Rentals
7.5 Tonne Box Van with Tail Lift	88.67	73.31	No bid	56.23
7.5 Tonne Refuse Collection Vehicle without Bin Lift	No bid	89.76	No bid	57.48
7.5 Tonne Refuse Collection Vehicle with Bin Lift	No bid	87.26	81.45	57.41
Small Mechanical Sweeper	No bid	89.14	No bid	82.33
Medium Mechanical Sweeper	No bid	89.76	No bid	75.43
26 Tonne 6x4 Refuse Collection Vehicle	No bid	87.59	85.05	68.37
26 Tonne 6x4 Refuse Collection Vehicle	No bid	87.59	85.05	68.37
32 Tonne 8x4 Rear End Loading Skip Lorry	No bid	82.22	86.96	57.52
Large Mechanical Sweeper	No bid	89.76	No bid	74.27
32 Tonne 8x4 Hook Lift Vehicle	No bid	89.45	No bid	75.78

The Assistant Director - Operational Services and the Procurement Officer gave a summary of hiring costs and explained that full details, including costs, would be made available to Members as there were many variations included on the tender.

**TENDER:
HIRE OF LARGE
COMMERCIAL
VEHICLES AND
SWEEPERS
(continued)**

RECOMMENDED: that the contract for the Hire of Large Commercial Vehicles and Sweepers for the period 11 June 2010 to 31 May 2011 (with an option to extend by a further 3 years) be awarded as follows: -

- 1 the highest scoring tenderer for **each vehicle** be appointed as the 1st preferred provider.
- 2 the second highest scoring tenderer for **each vehicle** be appointed as the 2nd preferred provider.
- 3 The third highest scoring tenderer for **each vehicle** be appointed as the 3rd preferred provider.

OTHER RELEVANT MATTERS

RECOMMENDED: that the Chairman, Alderman Rea and Councillor Keenan attend The Chartered Institution of Wastes Management: Public Procurement Show in London on a one day visit to the Exhibition only involving costs of return flights to London only.

**THE CHARTERED
INSTITUTION OF
WASTES
MANAGEMENT:
PUBLIC
PROCUREMENT
SHOW -
LONDON –
15 -17 JUNE 2010**

Alderman Dunlop entered the Meeting at 12.15 pm.

INFORMATION ITEMS

NOTED: reconstruction of Antrim Town Wall was due to be completed by the end of May. The Chairman commended the near completion of the project and the importance of the project to the overall appearance of Antrim Town.

ANTRIM TOWN WALL UPDATE

NOTED: congratulations were extended to the Borough Wardens for their enforcement work in ensuring litter offenders were duly prosecuted for their actions.

LITTERING OFFENCES

Further details of other legal prosecutions such as dog fouling to be brought to Committee next month.

Members sought clarification on the dates applicable to the report.

NOTED: the Chairman and Councillor Lucas wished to record their disapproval of liquor licensing for Sunday events but appreciated that Council must adhere to legislative guidelines.

OCCASIONAL LICENCES (APRIL 2010)

NOTED: Officers were commended on the educational value of Noise Action Week and congratulations were expressed to the competition winners from various Primary Schools throughout the Borough.

NOISE ACTION WEEK 2010

NOTED: Food Safety Week will take place from 7 – 13 June 2010 focusing on the actions associated with preventing the foodborne illness campylobacter.

FOOD SAFETY WEEK

NOTED: Officers within the Building Control Section were congratulated for the impressive low rate of complaints received and congratulated for providing a high quality service.

**BUILDING
CONTROL
SECTION:
CUSTOMER
SURVEY**

NOTED: Cleansing personnel and Officers were commended for the impressive reduction in waiting times for collection of bulky waste items.

**2010 BULKY
COLLECTION
DATA**

Reference was made to previous complaints received in respect of damage to cars by grass cutting machinery – Cars advertised for sale while parked on the grass verges were highlighted as an obstruction to grass cutting and car owners should be informed of the dangers.

**DAMAGE TO CARS
BY GRASS
CUTTING
MACHINERY**

NOTED.

A visit by Arc21 Members to Natural World Products (NWP) in Newtownabbey was referred to where the high quality of Antrim Borough Council's green waste with low levels of contamination had been highlighted.

**GREEN WASTE
RECYCLING**

Visit for remaining interested Council Members to be arranged.

NOTED.

Officers were asked to source information on what recourse home owners have in respect of grass cutting of communal areas in developments where the developer has been declared bankrupt.

**GRASS CUTTING
AT BUSHFORDE**

NOTED.

RESOLVED: on the proposal of Councillor Keenan, seconded by Alderman Loughran that the remainder of Committee business be taken 'In Confidence'.

ITEMS IN CONFIDENCE

- Proposed pilot for acceptance of furniture at the Household Recycling Centres from a Commercial Organisation.
- Noise Complaint: Nutt's Corner, Motor Sports Centre.

There being no further business the Meeting concluded at 12.55 pm.

Mayor

Chief Executive

Date
