

**ENVIRONMENTAL SERVICES COMMITTEE MEETING
TUESDAY 11 OCTOBER 2022**

Table of Recommendations

No	Item	Summary of key Recommendations
1.	Apologies	None
2.	Declarations of Interest	None
3.	Minutes of Environmental Services Committee meeting held 22 nd September 2022	Signed as a correct record
4.	Notice of Motion proposed by Alderman Fielding, seconded by Alderman S McKillop (Flagpole Portstewart War Memorial)	Support The Notice of Motion
5.	Notice of Motion proposed by Councillor Mulholland, seconded by Councillor Quigley (Council Amenity Site Policy re bulk waste)	to recommend that Council bring a report to Environmental Services Committee on the advantages and disadvantages of the Notice of Motion
6.	Entertainment Licensing Report	to recommend that Council grant Entertainment licence applications (i) – (iv) as above
7.	Consultation on HSENI Corporate Plan	to recommend that Council endorse the response
8.	Fuel & Heating Oil Procurement	to recommended that Council note the updated policy for the procurement, receipt, storage and use of fuel
9.	Approval of Premises as a Venue for Civil Marriage	Information

No	Item	Summary of key Recommendations
10.	Approval of Premises as a Venue for Civil	Information
11.	Entertainment Licence Renewals	Information
12.	Petroleum Spirit Licence Renewals	Information
13.	Private Contractor Litter Enforcement Statistics (WISE)	Information
14.	Confirmation of Funding from the Public Health Agency for the Delivery of Services 2022-2023	Information
15.	Matters for Reporting to Partnership Panel	Information
16.	Consultations	None
17.	Correspondence	Information
(i)	DfI Roads Northern Division	
18.	Licences Issued Under Delegated Authority	Information
19.	Street Trading Licence Renewals	Information
20.	Period 5 – ES Management Accounts and Financial Position 2022/23	to recommend that Council approve the Saving Move to 3 weekly collection system, Black, Blue, Brown rotation for a trial 6-month period; and to bring a report to Environmental Services Committee monthly to review and identify issues
21.	Harbour & Marina Structure	to recommend that Council approve the proposed structure as per figure 3.0 above (circulated), subject to the Job Evaluations being costed and brought to the Council meeting
22.	Any Other Relevant Business (notified in accordance with Standing Order 12 (0))	None

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF
THE ENVIRONMENTAL SERVICES COMMITTEE HELD
IN THE COUNCIL CHAMBER, CIVIC HEADQUARTERS AND VIA VIDEO
CONFERENCE, ON
TUESDAY 11 OCTOBER 2022 AT 7:00 PM**

- In the Chair:** Councillor McAuley (C)
- Members Present:** Alderman Fielding (C), McLean (C), McQuillan (C);
Councillors Beattie (R), Callaghan (C), Chivers (R),
Holmes (C/R), Hunter (C), MA McKillop (R),
C McQuillan (R), Wallace (C)
- Non-Committee Members Present** Alderman S McKillop (C) {Item 4},
Councillor Mulholland (C), Councillor Quigley (C)
{Item 5}
- Officers Present:** A McPeake, Director of Environmental Services (C)
G Doyle, Head of Estates (R)
S McAfee, Temporary Head of Health and Built
Environment (R)
J Richardson, Head of Capital Works, Energy and
Infrastructure (R)
J Morton, Harbour Master (R)
S Duggan, Civic Support & Committee & Member Services
Officer (C)
- In Attendance:** A Lennox, ICT Mobile Operations Officer (C)

Public (1no.) (R)
Press (2 no.) (R)
- Key:** (C) Attended in the Chamber
(R) Attended Remotely

The Director of Environmental Services undertook a roll call.

The Chair opened the meeting and extended a welcome to members of the press and public in attendance and provided guidance in relation to Council's Remote Meetings Protocol and audio recordings.

The Director of Environmental Services presented each of the reports.

1. APOLOGIES

There were no apologies recorded.

2. DECLARATIONS OF INTEREST

There were no declarations of Interest.

3. MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD 22ND SEPTEMBER 2022

Summary previously circulated.

AGREED – that the Minutes of the Environmental Services Committee Meeting held Thursday 22nd September 2022 were confirmed as a correct record.

CHANGE TO ORDER OF BUSINESS

The Chair advised the Order of Business would be changed to receive the Notice of Motions next on the Agenda of Business.

4. NOTICE OF MOTION PROPOSED BY ALDERMAN FIELDING, SECONDED BY ALDERMAN S MCKILLOP

That this Council supports the Royal British Legion by providing and installing a Flagpole at their Portstewart War Memorial.

Alderman Fielding stated the Notice of Motion and advised it was the wish of the local Branch to have a flagpole installed beside the War Memorial, similar to most War Memorials in the Borough, which the Council maintain. Alderman Fielding advised this will enable the local Legion to raise and lower flags on appropriate days and during commemorative services such as Remembrance Sunday. Alderman Fielding stated the War Memorial was erected in 1924, on Remembrance Sunday the Portstewart Royal British Legion, Community and Voluntary Organisations remember those from the Portstewart area who gave their lives in the two World Wars and also remember those who served in other conflicts. Alderman Fielding stated the Royal British Legion have also indicated they wish to have the flagpole installed in the year of Queen Elizabeth II Platinum Jubilee and proposed that Council support this request. Alderman Fielding advised that previously, on Remembrance Sunday, the Union Flag would have flown from Portstewart Town Hall, as this was no longer in use, it would now be appropriate to fly from the War Memorial.

Alderman S McKillop concurred with Alderman Fielding, stating the erection of the flagpole will afford the Portstewart Royal British Legion the opportunity to conduct their Commemorative Services, as other Branches in the Borough, she advised these dignified services pay tribute to the Armed Forces personnel who served us so admirably and courageously, the continuation of these ceremonial acts are important as they remind us and future generations of the human sacrifices made for peace, democracy, and the freedoms we enjoy today, something we should never forget. Alderman S McKillop seconded the proposal.

Alderman Boyle stated it was important to be respectful of those who gave their lives in the two World Wars and appropriately show respect on the occasions the Council and British Legion recognise. Alderman Boyle referred to the completed consultation on the Equality Impact on flag flying throughout the Borough and workshop to be held the following week and proposed an amendment - *following Equality Impact Assessment*.

Councillor C McQuillan stated Council should not be providing outside their remit, especially during cutbacks and queried whether the British Legion could take care of the issue themselves.

Alderman Fielding stated the precedent set, that Council maintain War Memorials and it would be remiss not to accede to the request, he advised there had been money spent in Garvagh and Castlerock in recent years, the request was a very minimum cost, as a flagpole was available from Portstewart Town Hall. Alderman Fielding advised Remembrance Sunday was remembered by the Union Flag flying at Portstewart Town Hall and this was now not the case and the Legion would like to have the flag flown on appropriate days. Alderman Fielding advised the Flag Policy related to Council Buildings and the request would not fall under Council's Flag Policy, as Portstewart War Memorial was owned by the Royal British Legion.

In response to Councillor MA McKillop, the Director of Environmental Services clarified Council maintain, replace and repair flagpoles on War Memorials Council have responsibility for maintaining.

In response to Councillor MA McKillop, Alderman Fielding clarified the flagpole from Portstewart Town Hall was in the Council Depot and would be reused as it already exists.

The Chair advised there was no seconder for the amendment.

The Chair put the Notice of Motion to the Committee to vote.

8 Members voted For, 2 Members voted Against, 2 Members Abstained.

The Chair declared the Notice of Motion carried.

5. NOTICE OF MOTION PROPOSED BY COUNCILLOR MULHOLLAND, SECONDED BY COUNCILLOR QUIGLEY

That this Council resolves and amends with Council/amenity site policy to solve issues affecting disposing of bulk waste.

Councillor Mulholland stated the Notice of Motion and advised she had been contacted by retailers who would wish to take customers old furniture to be recycled, however as soon as they handle it, it becomes trade waste and therefore liable to charges. Councillor Mulholland stated the motion would be

instrumental in helping to reduce the amount of fly tipping which had reached high levels throughout the Borough and would help control rodent infestation. Councillor Mulholland advised that Council would not let their employees into people's homes to remove items, they are required to be left outside for 72 hours and will not dispose of the item if it gets wet. Councillor Mulholland referred to older people and those who reside alone who cannot manage to get heavy items left outside and advised that not everyone has access to a van and relatives to assist.

Councillor Mulholland stated the current Policy could not be cost effective for Council if, for example, a van is used and two staff pick up a large item for £10 and the timescale for items to be collected was up anything up to 10 days or 2 weeks, perhaps the nature of the programme due to need. Councillor Mulholland referred to Council's current policy of no vans permitted into the Amenity site and suggested this could be addressed by keeping a ratepayers address where the item was collected from, and registration plates of vehicles, to ensure no misuse of the system and the expertise available in-house to develop. Councillor Mulholland stated when household Items are collected by the business it is providing a service to householders, a net cost saving to Council. Councillor Mulholland questioned what we as a Council can do to resolve issues collectively, in the interests of the Community?

Councillor Quigley stated she had received complaints regarding the issue from families, elderly people and women on their own with no-one to take away old furniture, she advised businesses were offering to take furniture away but there was an issue with trade waste and suggested to review and amend the Policy. Councillor Quigley stated a rationale, the decreased need for Council staff to be sent out in vans throughout the Borough, reduce the amount of items fly tipped and associated clean-up costs. Councillor Quigley advised of co-operation with local charities to recycle and that, CRUN were looking into such an initiative. The motion would be in line with Council Policy to Reduce, Reuse, Recycle, that it initially be trailed at the four Amenity sites. Councillor Quigely provided a list of Ulster Supported Employment (Usel) partnerships and following a question from the Chair clarified this initiative unrelated.

*** Alderman McQuillan arrived at The Chamber at 7.22pm.**

Councillor Wallace stated he was not against what the Councillors had stated and suggested a report could be brought back.

The Director of Environmental Services stated serious reservations placing staff in a difficult position at Amenity Sites, and agreed to bring a report back on the advantages and disadvantages he had immediately identified.

Proposed by Councillor Wallace
Seconded by Alderman McLean and

AGREED – to recommend that Council bring a report to Environmental Services Committee on the advantages and disadvantages of the Notice of Motion.

* **Councillor Mulholland and Councillor Quigley left The Chamber at 7.26pm.**

6. ENTERTAINMENT LICENSING REPORT

Report, previously circulated.

Entertainments Licence

(i) Grant Of Indoor Entertainments Licence

Licence No: EL281

Premises: Cross And Passion College, 10 Moyle Road, Ballycastle

Application: Grant of an Occasional Indoor Entertainments Licence

Days and times on which it is applied to provide entertainment:
Monday to Sunday: 09:00 – 23:00

PSNI & NIFRS: No objections received

Recommendation

It is recommended to grant an Occasional Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department.

(ii) Grant Of Indoor Entertainments Licence

Licence No: EL419

Premises: Native Seafood and Scran, 11 The Crescent, Portstewart

Application: Grant of an Annual Indoor Entertainments Licence

Days and times on which it is applied to provide entertainment:
Monday to Sunday: 12:00 – 21:00

Representations: Closing date 19th October 2022

PSNI: No objections

NIFRS: Closing date 11th October 2022

Recommendation

It is recommended to grant an Annual Indoor Entertainments Licence subject to

compliance with any recommendations of the Council's Licensing Department and no objections being received from representations or NIFRS.

(iii) Grant Of Indoor Entertainments Licence

Licence No: EL172
Premises: Mosside Orange Hall, 245 Moyarget Road, Mosside
Application: Grant of Occasional Indoor Entertainments Licence
Days and times on which it is applied to provide entertainment:
Friday 20:30 hrs to 23:00hrs
PSNI: No objections
NIFRS: Closing date 18th October 2022

Recommendation

It is recommended to grant an Occasional Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department and no objections from NIFRS.

(iv) Variation Of Annual Indoor Entertainments Licence

Licence No: EL349
Premises: Roe Park Resort Hotel 10 Lisnakilly Road, Limavady
Application Variation of Annual Indoor Entertainments Licence to include:
An extension to the area of entertainment.
Representations No objections
PSNI No objections
NIFRS Closing date 12th October 2022

Recommendation

It is recommended that Council consider the grant of the variation to the entertainments licence for the premise subject to compliance with any recommendations of the Council's Licensing Department and no objections from NIFRS.

Proposed by Councillor Hunter
Seconded by Councillor MA McKillop and

AGREED – to recommend that Council grant Entertainment licence applications (i) – (iv) as above.

7. CONSULTATION ON HSENI CORPORATE PLAN

Report, previously circulated.

The purpose of this report is to provide a Causeway Coast and Glens Borough Council response to the consultation exercise.

Background

District Councils and HSENI both enforce workplace health and safety law with responsibility divided by sector.

The Health and Safety Executive for Northern Ireland (HSENI) is in the process of developing its seventh Corporate Plan (CP) to cover the period 2023-2028.

The new Corporate Plan will identify the issues HSENI will focus on during the lifetime of the plan and outlines the specific outcomes which HSENI, working in partnership with industry, aims to achieve.

HSENI plan to have three major themes in years one, three and five of their new Corporate Plan. The three annual cross cutting themes aim to tackle a work activity known to be a cause of fatalities, serious injury or ill-health and will involve a wide range of activities such as a marketing campaign (media / social media / radio / TV / website etc.), group activities (inspection blitz / awareness raising), speaking events etc.

HSENI will chose the themes based on priorities, statistics, evidence, emerging issues and trends. HSENI have chosen workplace transport safety as their year one theme and will select the themes for year three and as they evaluate data but intend to include health as one of the themes. HSENI plan a strong element of partnership throughout this work cycle.

HSENI's proposed sectoral priorities which will be their focus over the next five years is attached as Appendix 1.

Attached as Appendix 2 is a suggested response to the consultation. The closing date for submission of responses to HSENI was 10th October 2022. Due to the time constraints of meeting timetables this has been submitted as an officer response pending endorsement by Committee and approval by Council.

Recommendation

It is recommended that Council endorses the response.

Proposed by Councillor Callaghan
Seconded by Alderman McLean and

AGREED – to recommend that Council endorse the response.

8. FUEL & HEATING OIL PROCUREMENT

Report, previously circulated.

Purpose of Report

In June 2021 Council approved a policy for procuring, storing and distribution of fuels within depots. This policy has been updated to include heating oil used in civic and other council buildings.

Background

In response to internal audit findings, a policy on fuel procurement was developed to formalise current procedures and address weaknesses in the ordering, receipt and usage of fuel throughout the Council depots. The policy clearly set out roles and responsibilities which reduced the risk that ordering and access to fuel is not subject to fraud, misappropriation, misuse and ensures that leaks are quickly Identified and addressed.

The policy has now been updated to include procurement of heating oil for council assets such as civic and leisure facilities. A revised copy is attached for information.

The audit did not suggest that there any significant issues but the introduction of a formal documented policy/procedure will further safeguard Council's interests, particularly in light of the recent significant increase in fuel cost.

Recommendation

It is recommended that Council note the updated policy for the procurement, receipt, storage and use of fuel.

In response to questions, the Director of Environmental Services clarified the process was driving weekly efficiencies and obtaining best value for Council and quotes cheaper than the Government wide initiative.

Proposed by Alderman McLean
Seconded by Councillor Wallace and

AGREED – to recommended that Council note the updated policy for the procurement, receipt, storage and use of fuel.

The Chair advised the following Items were for Information.

9. APPROVAL OF PREMISES AS A VENUE FOR CIVIL MARRIAGE

Report, previously circulated.

Marriage Regulations (NI) 2003 The Marriage (NI) Order 2003

Approval of premises as a venue for Civil Marriage.

The undernoted applications for renewal as an approved place for Civil Marriage were received, acknowledged and processed during the report period.

<u>Unique Reference Number</u>	<u>Premises Name</u>	<u>Approval Type</u>
MA021	Drenagh	Civil Marriage
MA023	Roe Park Resort	Civil Marriage

10. APPROVAL OF PREMISES AS A VENUE FOR CIVIL PARTNERSHIP

Report, previously circulated.

The Civil Partnership Regulation (NI) 2005 The Civil Partnership Act 2004

Approval of premises as a venue for Civil Partnership.

The undernoted applications for renewal as an approved place for Civil Partnership were received, acknowledged and processed during the report period.

<u>Unique Reference Number</u>	<u>Premises Name</u>	<u>Approval Type</u>
CP021	Drenagh	Civil Partnership
CP023	Roe Park Resort	Civil Partnership

11. ENTERTAINMENT LICENCE RENEWALS

Report, previously circulated.

Local Government (Miscellaneous Provisions) (Ni) Order 1985 Entertainment Licences

The undernoted applications for an entertainments licence have been received, acknowledged and processed during the report period.

<u>Unique Reference Number</u>	<u>Name of Premises</u>
EL228	Blackwater Bar
EL162	Causeway Hotel
EL016	Bushfoot Golf Club
EL093	Royal Portrush Golf Club
EL342	Limavady United Football & Athletic Club
EL345	Drummond Cricket Club
EL029	Coleraine Town Hall
EL208	Dunloy & Hannah McCracken Hall
EL275	Loughgiel Millennium Centre
EL358	United Services Club
EL066	Millburn Community Centre
EL245	Lissanoure Castle Ltd and Public House
EL246	Lissanoure Castle Ltd Concourse Centre
EL069	The Offshore Bar
EL104	St Mary's Star of the Sea Parish Centre
EL043	Juniper Hill Holiday Park
EL388	The Well Bar & Grill
EL097	Ramore Wine Bar
EL129	The Tides
EL037	Dunluce Presbyterian Church Hall
EL405	Kellys Village Golf Links Hotel
EL380	Old Church Centre
EL284	The Gawn Inn
EL184	The Glenshesk Bar
EL169	Bushmills Inn Hotel
EL264	St. Joseph's Parish Centre
EL024	Coleraine Grammar School (Lodge Road)
EL393	Coleraine Grammar School (Castlerock Road)
EL073	Portballintrae Boat club
EL008	Bayview Hotel
EL261	Cloughmills Community Centre
EL213	Royal British Legion Club Ballymoney Ltd.
EL072	Playhouse Kiwis
EL052	Inn On The Coast
EL218	Ballybrakes Community Indoor Bowling Club

12. PETROLEUM SPIRIT LICENCE RENEWALS

Report, previously circulated.

Petroleum (Regulation) Acts 1929 and 1937 Petroleum Spirit Licences

The undernoted applications for renewal of petroleum spirit licence have been received, acknowledged and processed during the report period.

<u>Licence No:</u>	<u>Name of Premises</u>
PL010	Spar Route Services

PL047	Nicholls Fuel Oils Service Station
PL004	Spar Castlerock Road
PL011	Somerset Service Station
PL020	Strand Service Station
PL060	W H Nutt & Son
PL065	Ulster Gliding Club Ltd.
PL038	Moores of Cloughmills Ltd
PL030	Skydive Ireland Ltd.
PL071	Nicholl Auto 365
PL039	McCools Supervalu
PL063	Spar Castle Street

13. PRIVATE CONTRACTOR LITTER ENFORCEMENT STATISTICS (WISE)

Report, previously circulated.

The purpose of this report is to advise members of the private contractors' litter enforcement activities for the contract which ran from 2nd August 2021 to 23rd September 2022.

Background

Further to report Environmental Services 10 August 2021, Council Meeting 7 September 2021, Environmental Services 22 September 2022 and Council Meeting 4 October 2022 members will be aware that the private litter enforcement service provided by Waste Investigations Support & Enforcement (WISE) commenced on 2nd August 2021 and came to an end on 23rd September 2022. This partnership was established to provide an additional resource to tackle the issues of littering and dog fouling throughout the Borough.

Statistical information for the full contract period was provided in tables below (circulated).

Table 1 Total No. of Fixed Penalty Notices (FPN's) Issued by Offence type (2nd August 2021 – 23rd September 2022)

Table 2 Fixed Penalty Notices issued by town/area (2nd August 2021 – 23rd September 2022)

Table 3 Fixed Penalty Notices issued by Council Ward (2nd August 2021 – 23rd September 2022)

Table 4 Patrol hours by Council Ward (2nd August 2021 – 23rd September 2022)

Table 5 Fixed Penalty Notices (FPN) issued by Type of Land (2nd August 2021 – 23rd September 2022)

Council receives a share of the income from all paid Fixed Penalty Notices issued by WISE. From August 2021 until the end of the contract in September 2022 this resulted in a generated income for Council of £20,601.

Recommendation

It is recommended that the Environmental Service Committee recommends to Council to note the above.

14. CONFIRMATION OF FUNDING FROM THE PUBLIC HEALTH AGENCY FOR THE DELIVERY OF SERVICES 2022-2023

Report, previously circulated.

The purpose of this report is provide members with confirmation of the level of funding from the Public Health Agency to continue to deliver the Energy Efficiency Advice and Home Safety/Accident Prevention Services.

Background

The Public Health Agency (Northern Office) have confirmed in correspondence dated 3rd October 2022 the level of funding to ensure the continuation of existing contracts until 31st March 2023 in respect of the following services:-

Accident Prevention £66,727.00
Energy Efficiency Advice Service £52,118.00

This represents a 3.94% increase on the previous year's funding.

A delivery work plan including key performance indicators has been agreed for each of the service areas with the funders. For Accident Prevention, this includes the provision of home safety advice, the supply and delivery of equipment and the delivery of home safety initiatives as per the Regional Home Accident Prevention Strategy.

With respect to Energy Efficiency, this includes advice and support including signposting to grant providers, addressing fuel poverty and energy efficiency, supporting fuel stamp schemes, oil buying clubs, distribution of keep warm packs, delivering initiatives such as Energy Detectives, Slow and Sew Energy Efficient programmes.

These and all other terms and conditions of the contracts remain unchanged from the previous year.

Recommendation

It is recommended that Committee note the funding being provided by the PHA with respect to the continuation of these services.

15. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

16. CONSULTATIONS

There were no Consultation documents.

17. CORRESPONDENCE

Report, previously circulated.

(i) **Dfl Roads Northern Division** (email dated 14th September 2022)

Summary

In response to the Director of Environmental Services correspondence requesting information on weed spraying within the Borough, Dfl Roads has provided information.

Causeway Coast & Glens East and West Weed Spraying dates were circulated within the report.

During discussion the observation was made there had been one weed spray, the Director of Environmental Services clarified weed spraying was contracted out by Dfl Roads, and he would seek clarification of the number of sprays carried out, as it was his understanding there used to be two sprays. The Director of Environmental Services confirmed there had been no spraying in Cushendall and Cushendun.

MOTION TO PROCEED 'IN COMMITTEE'

Proposed by Councillor Wallace
Seconded by Alderman McLean and

AGREED – to recommend that Council move *'In Committee'*.

- * **Press and Public were disconnected from the meeting at 7.40pm.**
- * **Councillor Holmes had connected remotely at this point and had left The Chamber.**

The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

18. LICENCES ISSUED UNDER DELEGATED AUTHORITY

Confidential report, previously circulated.

The below licences were issued under Delegated Authority during the last report period (circulated).

Street Trading (NI) Act 2001

19. STREET TRADING LICENCE RENEWALS

Confidential report, previously circulated.

Street Trading (NI) Act 2001

The undernoted applications for a street trading licence have been received, acknowledged and processed during the report period (circulated).

20. PERIOD 5 – ES MANAGEMENT ACCOUNTS AND FINANCIAL POSITION 2022/23

Confidential report, previously circulated.

Purpose of Report

The purpose of this report to provide Members with information on the current financial position of Environmental Services Directorate at the end of Period 5.

Recommendation

Members are requested to note the paper and officers bring a further report on the options listed in Appendix 1 to the Finance Working Group.

The Director of Environmental Services brought Committee's attention to a typing error on page 2 which should have read £426,549.58.

Committee discussed Bin Collection proposed savings and car parking charges. The Director of Environmental Services clarified the 3-weekly brown bin collection was about to be implemented and householders would receive notification of this.

Councillor Wallace stated support for 3-weekly collection of all bins as a trial, and requested that positive promotion of recycling should also take place. Alderman McQuillan suggested a pilot which could be reviewed, of which the proposer and seconder agreed to incorporate into their motion.

Proposed by Councillor Wallace
Seconded by Councillor Callaghan and

AGREED – to recommend that Council approve the *Saving Move to 3 weekly collection system, Black, Blue, Brown rotation* for a trial 6 month period; and bring a report to Environmental Services Committee monthly, in order to review and identify issues.

* **Harbour Master joined the meeting remotely.**

21. HARBOUR & MARINA STRUCTURE

Confidential report, previously circulated.

Purpose of Report

The purpose of this report is to seek Member's approval to recruit harbour and marina staff on a permanent capacity. Note: with the exception of the existing harbour master, the current staff resource is currently already being provided by agency staff.

The service area has been in existence for 7 years and thus the resource requirements have been comprehensively evaluated against the service area “need” to deliver an effective safe service.

Recommendations

It is recommended that the Environmental Services Committee consider and approve the proposed structure as per figure 3.0 above.

In response to questions, the Director of Environmental Services advised Ballycastle Deputy Harbour Master had additional responsibilities to include Rathlin and clarified the annualised hours; that twelve staff had been in place since the inception of Causeway Coast and Glens Borough Council.

The Director of Environmental Services advised exact Job Evaluation costs could be obtained when the Structure is approved and agreed to have the costings available for the Council Meeting.

Proposed by Alderman McLean
Seconded by Councillor MA McKillop and

AGREED – to recommend that Council approve the proposed structure as per figure 3.0 above (circulated), subject to the Job Evaluations being costed and brought to the Council meeting.

MOTION TO PROCEED ‘IN PUBLIC’

Proposed by Councillor Wallace
Seconded by Alderman Fielding and

AGREED – to recommend that Council move ‘*In Public*’.

22. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (0))

There were no matters of Any Other Relevant Business.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 8.14pm.

Chair _____