



**ENVIRONMENTAL SERVICES COMMITTEE MEETING
TUESDAY 12 MARCH 2024**

Table of Recommendations

No	Item	Summary of key Recommendations
1.	Apologies	Alderman Hunter, Councillor McAuley
2.	Declarations of Interest	None
3.	Minutes of previous meeting held Tuesday 13 February 2024	Confirmed as a correct record
'IN COMMITTEE' (Items 4 – 8 inclusive)		
4.	Trading Concession Terms and Conditions, Procedures and Update on Auction of Sites	<p>to recommend to Council the following wording Type A – Trading unit with vehicle with or without a trailer.</p> <p>to recommend that Council approve the type of trading unit for each site as presented in the report.</p> <p>to recommend that Council approve Option 2 – Independent Auctioneer (bidding options include online, and by telephone) with the addition of, in the auction room and that the reserve price of concessionary trading sites is removed.</p> <p>To recommend that Council approve the revised terms and</p>

No	Item	Summary of key Recommendations
		conditions and the procedures for completing future trading concession processes.
5.	Street Trading Licence Renewals	Noted
6.	Award of Contract for Environmental Health Management Information System	To recommend to Council that the quote received from Idox Software Ltd of £55,000 for the implementation of the NI Public Protection System be accepted plus annual maintenance and support for a 5-year term with an option to extend upon agreement of both parties.
7.	Purchase of Replacement Vehicles	To recommend that Council approve the purchase of the three vehicles summarised above to ensure continued delivery of frontline services.
8.	Procurement of 240L Wheelie Bins, Axles & Wheels	To recommend that Council approve the procurement of household bins, commercial bins and bin accessories in 2024-25 from ESPO Framework 860 – Refuse and Recycling Products.
9.	Terms of Reference Addition of Review Period	To recommend that Council grant approval to add a review period to the Environmental Services Committee's Terms of Reference to partially fulfil the requirements of the recommendation

No	Item	Summary of key Recommendations
		<p>Summary of key Recommendations contained in the Governance Transformation Action Plan G11 'that a periodic review of Committees should be included in the terms of reference..' to be carried out prior to the Annual Meeting each year and that the Terms of Reference for the Environmental Services Committee is updated in the Council's Constitution and the Scheme of Delegation.</p>
10.	Entertainments Licensing Report	<p>to recommend that Council grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department, reference Licence No. EL203;</p> <p>- grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department and no objections from NIFRS, reference Licence No. EL194.</p> <p>- grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department, reference Licence No. EL368.</p>

No	Item	Summary of key Recommendations
11.	Consultation on Healthy Futures	To recommend that Council endorse the response
12.	Prohibition or Restriction of Use of Public Roads: Special Events	<p>to recommend that Council grant a Road Closure Order subject to compliance with the conditions of the Order, that the applicant (Reference No. EH 828743):-</p> <ul style="list-style-type: none"> • Has insured against such risks in connection with the holding of the event on the above roads to the value of £10,000,000. • Erects, places and removes all barriers and signs as per the traffic management plan between: 06:00hrs until 21:00hrs on 20th April 2024. • Provides access to emergency services in the event of an emergency situation. <p>- grant a Road Closure Order subject to compliance with the conditions of the Order, that the applicant (Reference NO. EH 828719):-</p> <ul style="list-style-type: none"> • Has insured against such risks in connection with the holding of the event on the above roads to the value of £10,000,000. • Erects, places, and removes all barriers and signs as per the traffic management plan

No	Item	Summary of key Recommendations
		<p>between: 09:30hrs until 16:00hrs on 18th May 2024.</p> <ul style="list-style-type: none"> Provides access to emergency services in the event of an emergency situation.
13.	Amusement Permit Renewals	Noted
14.	Approval of Premises as a Venue for Civil Marriage	Noted
15.	Approval of Premises as a Venue for Civil Partnership	Noted
16.	Entertainment Licence Renewals	Noted
17.	Licences Issued under Delegated Authority	Noted
18.	Petroleum Spirit Licence Renewals	Noted
19.	Poisons regulations (Northern Ireland) 1983, Registration of Persons Entitled to Sell Non-Medicinal Poisons included in Part II of the Poisons List	Noted
20.	Society Lottery Registrations	Noted
21.	Environmental Services Management Accounts – Period 9	Noted
22.	Environmental Services Management Accounts – Period 10	Noted
23.	Matters for Reporting to Partnership Panel	Nil
24.	Consultations	Nil
25.	Correspondence	Nil
26.	Notice of Motion proposed by Councillor C Archibald, seconded by Councillor Bateson (abbrev Christmas Tree, Glenullin)	<p>to recommend to Council that a report is brought to the Environmental Services Committee detailing what Council arrangements are</p>

No	Item	Summary of key Recommendations
		currently in place and what could be incorporated including the option of providing funding giving consideration to the criteria.
27.	Any Other Relevant Business (notified in accordance with Standing Order 12 (0))	
27.1	Introduction of charges at the Ballycastle Harbour Car Park (Councillor Kane)	To recommend to Council that a report is provided to the next Full Council meeting detailing all options available
27.2	Update on countryside paths (Councillor MA McKillop)	Information

**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 12 MARCH 2024 AT 7.06 PM**

In the Chair: Alderman Fielding (C)

Members Present: Alderman S McKillop (C); Councillors C Archibald (C), Bateson (C), Callaghan (C), Chivers (C), Holmes (C), Kane (C), Kyle (C), MA McKillop (C), McQuillan (C), Mairs (C), Stirling (C), Wallace (C)

Officers Present: A McPeake, Director of Environmental Services (C)
S Mathers, Development Management and Enforcement Manager (C)
J Richardson, Head of Capital Works, Energy and Infrastructure (C)
M Campbell, Energy Manager (C)
S McAfee, Head of Health and Built Environment (R)
P Kydd, Procurement Officer (R)
J Keen, Committee & Member Services Officer (C)

In Attendance: C Thompson, ICT Operations Officer (C)
A Lennox, ICT Operations Officer (C)

Press (2 no.) (R), Public (1 no.) (R) (2 no) (C)

Key: (C) Attended in the Chamber
(R) Attended Remotely

Substitutions: Councillor Kyle substituted for Councillor McAuley
Councillor Holmes substituted for Alderman Hunter

The Chair advised Committee of its obligations and protocol whilst the meeting was being audio recorded.

1. APOLOGIES

Apologies were received from Alderman Hunter and Councillor McAuley.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING HELD TUESDAY 13 FEBRUARY 2024

Summary, previously circulated.

AGREED – That the Minutes of the Environmental Services Committee meeting held Tuesday 13 February 2024 were confirmed as a correct record.

MOTION TO PROCEED 'IN COMMITTEE'

Proposed by Councillor MA McKillop
Seconded by Councillor Callaghan and

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

* **Press and Public left the meeting at 7.03 pm.**

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

4. TRADING CONCESSION TERMS AND CONDITIONS, PROCEDURES AND UPDATE ON AUCTION OF SITES

Confidential report, by virtue of paragraph(s) 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Report, previously circulated, was presented by the Director of Environmental Services, the Director illustrated via powerpoint presentation.

Purpose of Report

To provide revised terms and conditions, procedures and a revised trading unit type and definition for Members consideration and adoption.

Recommendation

It is recommended that the Environmental Services Committee recommends to Council approval of the following: -

- The revised terms and conditions
- The procedures for completing future trading concession processes.
- The type of trading unit for each site.
- The auction process either
 - Option 1 – eSourcing
 - Option 2 – Independent Auctioneer (online and by telephone bidding)

In response to questions, the Director of Environmental Services confirmed that there have been no issues regarding planning permission for units from mobile to static structures, as the principle of selling is the same.

Discussion occurred regarding the types of trading units specifically Type A - Trading unit with van and trailer and further clarity was required regarding the wording in the definition of Type A. The Director of Environmental Services clarified there is an option for vendors to sell from a van or trailer or both.

Proposed by Councillor Kane
Seconded by Councillor MA McKillop and

AGREED – to recommend to Council the following wording Type A – Trading unit with vehicle with or without a trailer.

Discussion ensued regarding the four sites which CLEUD is under consideration and where planning permission is being sought. Concern was expressed regarding the potential loss of employment as a result of trading sites not being auctioned in May.

In response to questions, the Director of Environmental Services advised that if the CLEUD process was not completed and if the planning permission being sought is not in place by May the sites could be auctioned at a later date; confirming that these sites would remain vacant until the process is complete. The Director of Environmental Services confirmed that procurement was completed with the view that it can be extended for 15% of the contract; extension of 3 months has already been granted; there is possibility this can be extended to a total of 4 months. During discussions Councillor Holmes proposed that the second site at Castlerock is withdrawn.

In response to questions, the Development Management and Enforcement Manager advised there are currently 3 applications with the Planning Department, confirmed when they were received and provided an update on the progress of the applications to date. The Development Management and Enforcement Manager provided an update in relation to the CLEUD applications. The Development Management and Enforcement Manager advised that the timescale of processing a planning application varies widely, giving examples of why the timeframe may vary and stated that the minimum time for an application to be processed is 2 months.

Proposed by Councillor Kyle
Seconded by Councillor Callaghan and

AGREED – to recommend that Council approve the type of trading unit for each site as presented in the report.

Councillor Kane spoke in favour of having transparency with bidders when auctioning the concessionary trading sites and with the independent auctioneer process. The discussion which followed was in favour of using the independent auctioneer which is a tried and tested method for the Council.

Proposed by Councillor Kane
Seconded by Councillor Bateson and

AGREED – to recommend that Council approve Option 2 – Independent Auctioneer (bidding options include online and by telephone) with the addition of, in the auction room and that the reserve price of concessionary trading sites is removed.

The Director of Environmental Services requested Elected Members make a recommendation regarding the revised terms and conditions and the procedures for completing future trading concession processes.

Proposed by Councillor Bateson
Seconded by Councillor Callaghan and

AGREED – to recommend that Council approve the revised terms and conditions and the procedures for completing future trading concession processes.

5. STREET TRADING LICENCE RENEWALS

Confidential report, by virtue of paragraph(s) 2 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Report, previously circulated, was presented by the Director of Environmental Services.

STREET TRADING (NI) ACT 2001

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

<u>Unique Reference Number</u>	<u>Type of Licence</u>	<u>Commodity</u>	<u>Location</u>
SST 011	Stationary	Fresh Fish	28-38 Catherine Street, Limavady
SST 010	Stationary	Nursery Produce, Potatoes and Eggs.	Between 28-30 Catherine Street, Limavady
SST 017	Stationary	Ice cream, ice cream sundaes, milkshakes, traybakes, cold drinks, sweets, confectionary and tea/coffee	Lay-by (picnic Area) Opposite Bishops Gate On West Side Of A2 (Mussenden Road)

Committee NOTED the report.

6. AWARD OF CONTRACT FOR ENVIRONMENTAL HEALTH MANAGEMENT INFORMATION SYSTEM

Confidential report, by virtue of paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Report, previously circulated, was presented by the Director of Environmental Services.

Purpose of Report

To inform committee of a recent procurement exercise for the renewal and upgrade of the Environmental Health Department's Management Information System and seek Council approval to award the contract for a period of five years.

Recommendation

It is recommended that Committee recommend to Council that the quote received from Idox Software Ltd of £55,000 for the implementation of the NI Public Protection System be accepted plus annual maintenance and support for a 5-year term with an option to extend upon agreement of both parties.

Proposed by Councillor Bateson
Seconded by Councillor Kane and

AGREED – to recommend to Council that the quote received from Idox Software Ltd of £55,000 for the implementation of the NI Public Protection System be accepted plus annual maintenance and support for a 5-year term with an option to extend upon agreement of both parties.

7. PURCHASE OF REPLACEMENT VEHICLES

Confidential report, by virtue of paragraph(s) 4 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Report, previously circulated, was presented by the Director of Environmental Services.

Purpose of Report

Approval is sought to replace vehicles/plant which, given their age and condition, are becoming more unreliable and uneconomical to repair.

Recommendation(s)

It is recommended that Council approve the purchase of the three vehicles summarised above to ensure continued delivery of frontline services.

In response to questions the Director of Environmental Services confirmed the vehicles no longer being used by Council go to auction.

Proposed by Councillor MA McKillop
Seconded by Councillor Kyle and

AGREED – to recommend that Council approve the purchase of the three vehicles summarised above to ensure continued delivery of frontline services.

8. PROCUREMENT OF 240L WHEELIE BINS, AXLES & WHEELS

Confidential report, by virtue of paragraph(s) 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Report, previously circulated, was presented by the Director of Environmental Services.

Purpose of Report

The purpose of this report is to seek approval from Members for the purchasing of household bins (140L & 240L), commercial bins and bin accessories (axles, lids and wheels) in 2024-25.

Recommendation

It is recommended that the Environmental Services Committee approve the procurement of household bins, commercial bins and bin accessories in 2024-25 from ESPO Framework 860 – Refuse and Recycling Products.

In response to questions, the Director of Environmental Services confirmed Council is low on stock of bins; there is an ongoing process in place regarding the future of the recycling bins and that a different company is now being used to supply the bins.

Proposed by Councillor MA McKillop
Seconded by Councillor Chivers and

AGREED – to recommend that Council approve the procurement of household bins, commercial bins and bin accessories in 2024-25 from ESPO Framework 860 – Refuse and Recycling Products.

MOTION TO PROCEED ‘IN PUBLIC’

Proposed by Councillor Callaghan
Seconded by Councillor Kane and

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

* **The Press rejoined the meeting remotely at 8.33pm**

9. TERMS OF REFERENCE ADDITION OF REVIEW PERIOD

Report, previously circulated, was presented by the Director of Environmental Services.

Purpose of Report

The purpose of the report is to seek approval to add a review period to the Environmental Services Committee's Terms of Reference to partially fulfil the requirements of the recommendation contained in the Governance Transformation Action Plan G11 'that a periodic review of Committees should be included in the terms of reference.' to be carried out prior to the Annual Meeting each year.

Background

At a Special Council Meeting held on 27th March 2023 Council resolved to accept the recommendations contained within the *Independent review of governance arrangements in Causeway Coast and Glens Borough Council report*.

At a Special Council Meeting held on 30th October 2023 Council resolved to implement the recommendations arising from the Reviews to address the recommendations from the Extraordinary Audit and to set these out as a comprehensive Transformation Programme. The Transformation Programme Action Plan contains six themes.

The Director of Environmental Services is leading the implementation of the recommendations under the theme of Governance.

Addressing Recommendation G11

Recommendation G11 states that "a periodic review of Committees should be included in the Terms of Reference and put into practice to help Committees understand what aspects work well and what could be improved."

When the Environmental Services Committee's Terms of Reference were adopted a review period was not included. In order to fulfil the requirements of the recommendation it is suggested that the following is added to the Terms of Reference: The Terms of Reference are to be reviewed on an annual basis, prior to the Annual Meeting each year.

Recommendation

It is recommended that approval is granted to add a review period to the Environmental Services Committee's Terms of Reference to partially fulfil the requirements of the recommendation contained in the Governance Transformation Action Plan G11 'that a periodic review of Committees should be included in the terms of reference..' to be carried out prior to the Annual Meeting each year and that the Terms of Reference for the Environmental Services Committee is updated in the Council's Constitution and the Scheme of Delegation.

Proposed by Councillor MA McKillop
Seconded by Councillor Callaghan and

AGREED – to recommend that Council grant approval to add a review period to the Environmental Services Committee's Terms of Reference to partially fulfil the requirements of the recommendation contained in the Governance Transformation Action Plan G11 'that a periodic review of Committees should

be included in the terms of reference..’ to be carried out prior to the Annual Meeting each year and that the Terms of Reference for the Environmental Services Committee is updated in the Council’s Constitution and the Scheme of Delegation.

10. ENTERTAINMENTS LICENSING REPORT

Report, previously circulated, was presented by the Director of Environmental Services.

ENTERTAINMENTS LICENCE

GRANT OF INDOOR ENTERTAINMENTS LICENCE

Licence No: EL203

Premises: St Joseph’s Hall, Main Street, Ballintoy

Application: Grant of an Annual Indoor Entertainments Licence

Days and times on which it is applied to provide entertainment:

Monday – Sunday 10:00hrs to 00:00hrs

PSNI & NIFRS: No objections received.

Recommendation

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

GRANT OF INDOOR ENTERTAINMENTS LICENCE

Licence No: EL194

Premises: Rathlin Parochial Hall, Rathlin

Application: Grant of an Annual Indoor Entertainments Licence

Days and times on which it is applied to provide entertainment:

Monday – Sunday 09:00hrs to 00:00hrs

PSNI: No objections received.

NIFRS: Subject to inspection

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 from NIFRS.

GRANT OF INDOOR ENTERTAINMENTS LICENCE

Licence No:	EL368
Premises:	Dungiven Sports Centre, 32 Curragh Road, Dungiven,
Application:	Grant of an Annual Indoor Entertainments Licence Days and times on which it is applied to provide entertainment: Monday to Saturday: 08:00hrs – 01:00hrs Sunday: 08:30hrs – 00:00hrs
Representations:	No objections received.
PSNI: & NIFRS	No objections received

Recommendation

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

Proposed by Councillor MA McKillop
Seconded by Councillor Stirling and

AGREED – to recommend that Council grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department, reference Licence No. EL203;
- grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department and no objections from NIFRS, reference Licence No. EL194.
- grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department, reference Licence No. EL368.

11. CONSULTATION ON HEALTHY FUTURES

Report, previously circulated, was presented by the Director of Environmental Services.

Purpose of Report

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

Background

The Department of Health (DoH) has launched a consultation to seek views on the Healthy Futures strategic framework to prevent the harm caused by obesity and improve diets and levels of physical activity in Northern Ireland.

The new strategy aims to enhance health and wellbeing in Northern Ireland by focusing on improving diets, increasing participation in physical activity, addressing the obesogenic environment, and preventing the harm caused by overweight and obesity.

According to the Health Survey Northern Ireland, 65% of adults are classified as living with overweight or obesity. More men (71%) than women (60%) are living with overweight or obesity and rates are also higher in the most disadvantaged communities (68%) compared to the least disadvantaged (62%). Just over one in four children and young people in Northern Ireland are living with overweight (20%) or obesity (6%).

This strategy is set to replace the current A Fitter Future for All 2012-2022 strategic framework, which has shown good progress however has not met its overarching targets at the population level. The Department has based this new strategy on the learning from this, combined with a pre-consultation process, and further research including looking at what strategies have worked elsewhere.

The proposed vision of the strategy is 'To create the conditions in Northern Ireland which enable and support people to improve their diet and participate in more physical activity, and reduce the risk of related harm for those living with overweight and obesity.'

A range of principles have been proposed based on a whole system approach which is health led but not solely health owned, takes a life course approach and will focus on reducing food, physical activity and overweight and obesity related inequalities. The framework will be outcome based, focusing on four main long-term population level outcomes across the life course:

- Reducing the percentage of people in Northern Ireland who are living with overweight or obesity
- Improving the population's diet and nutrition
- Increasing the percentage of the population who participate in regular physical activity and
- Reducing the prevalence of overweight and obesity related Non-Communicable Diseases

The strategic framework is based on four proposed themes:

- Healthy Policies
- Healthy Places and Settings
- Healthy People and
- Collaboration and a Whole System Approach

The full consultation paper can be found at:

<https://www.health-ni.gov.uk/sites/default/files/publications/health/doh-cons-obesity-strategy-healthy-futures.pdf>

Attached as Appendix 1 (circulated) is a suggested response to the consultation. The response has, in the main, been drafted from an Environmental Health perspective however comments from Leisure Services and Planning Service have been included.

The closing date for submission of responses was extended to 1st March 2024. Due to the time constraints this response has been submitted as an officer response pending endorsement and approval by Council.

Recommendation

It is recommended that Council endorses the response.

Proposed by Councillor Bateson
Seconded by Councillor Mairs and

AGREED – to recommend that Council endorse the response.

12. PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS: SPECIAL EVENTS

Report, previously circulated, was presented by the Director of Environmental Services.

GRANT OF ROAD CLOSURE ORDER

The undernoted application to hold a special event on a public road has been received by Council in accordance with the Road Traffic Regulation (NI) Order 1997.

Reference No: EH 828743

Application: Grant of a Road Closure Order for the Ballymoney Spring Fair

Day and times on which it is applied to close the road:

Representation Saturday 20th April 2024 from 06:00 hrs until 21:00 hrs

No objections

**PSNI/NIFRS/DfI/N
INIAS/Translink :** No objections

Recommendation

It is recommended that Council grant a Road Closure Order subject to compliance with the conditions of the Order, that the applicant:-

Has insured against such risks in connection with the holding of the event on the above roads to the value of £10,000,000.

Erects, places and removes all barriers and signs as per the traffic management plan between: 06:00hrs until 21:00hrs on 20th April 2024.

Provides access to emergency services in the event of an emergency situation.

GRANT OF ROAD CLOSURE ORDER

The undernoted application to hold a special event on a public road has been received by Council in accordance with the Road Traffic Regulation (NI) Order 1997.

Reference No: EH 828719

Application: Grant of a Road Closure Order for Castlerock Charity Event & Fun Day

Day and times on which it is applied to close The Promenade, Castlerock

Saturday 18th May 2024 from 09:30 hrs until 16:00 hrs

Representation Closing date 6th March 2024.

**PSNI/NIFRS/DfI/
NIAS/Translink :** No objections

Recommendation

It is recommended that Council grant a Road Closure Order subject to compliance with the conditions of the Order, that the applicant:-

- Has insured against such risks in connection with the holding of the event on the above roads to the value of £10,000,000.
- Erects, places, and removes all barriers and signs as per the traffic management plan between: 09:30hrs until 16:00hrs on 18th May 2024.
- Provides access to emergency services in the event of an emergency situation.

Proposed by Councillor Kane

Seconded by Councillor Wallace and

AGREED – to recommend that Council grant a Road Closure Order subject to compliance with the conditions of the Order, that the applicant (Reference No. EH 828743):-

- Has insured against such risks in connection with the holding of the event on the above roads to the value of £10,000,000.
 - Erects, places and removes all barriers and signs as per the traffic management plan between: 06:00hrs until 21:00hrs on 20th April 2024.
 - Provides access to emergency services in the event of an emergency situation.
- grant a Road Closure Order subject to compliance with the conditions of the Order, that the applicant (Reference N0. EH 828719) :-
- Has insured against such risks in connection with the holding of the event on the above roads to the value of £10,000,000.
 - Erects, places, and removes all barriers and signs as per the traffic management plan between: 09:30hrs until 16:00hrs on 18th May 2024.
 - Provides access to emergency services in the event of an emergency situation.

13. AMUSEMENT PERMIT RENEWALS

For information report, previously circulated, was presented as read by the Chair.

THE Betting, Gaming, Lotteries and Amusements (NI) Order 1985

RENEWAL OF AN AMUSEMENT PERMIT

The undernoted applications for renewal of an amusement permit have been received and processed during the report period.

<u>Licence No:</u>	<u>Name of Premises</u>
AP017	Bentley Leisure Casino
AP005	Max Amusements
AP009	Goldrush Portrush Ltd – Trading as Goldrush Entertainment Centre
AP004	Flutters Portrush Ltd
AP002	Phils Amusements
AP003	Sportsland Amusements
AP016	The Horseshoe Amusement Centre
AP018	Regal Bingo
AP006	Oasis Gaming Centre
AP008	Funland
AP015	Kiddieland Amusements

Committee NOTED the report.

14. APPROVAL OF PREMISES AS A VENUE FOR CIVIL MARRIAGE

For information report, previously circulated, was presented as read by the Chair.

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.

Unique Reference Number	Premises Name	Approval Type
MA004	Riverside Theatre	Civil Marriage Place Approval
MA022	Drummond Hotel	Civil Marriage Place Approval

Committee NOTED the report.

15. APPROVAL OF PREMISES AS A VENUE FOR CIVIL PARTNERSHIP

For information report, previously circulated, was presented as read by the Chair.

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>
CP004	Riverside Theatre	Civil Partnership Place Approval

Committee NOTED the report.

16. ENTERTAINMENT LICENCE RENEWALS

For information report, previously circulated, was presented as read by the Chair.

ENTERTAINMENT LICENCES

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

Unique Reference Number	Name of Premises
EL212	Cloughmills District Memorial Orange Hall
EL101	Springhill Bar
EL398	Glenariffe Community & Recreation Centre
EL354	Dromboughill Community Association
EL211	The Corner House Bar
EL075	The Port Hotel
EL252	St James Presbyterian Church
EL250	The Scenic Inn
EL093	Royal Portrush Golf Club
EL197	Rooks Nest
EL231	Manor Hotel
EL020	Castlerock Golf Club
EL268	Roseyards Presbyterian Church Hall

Committee NOTED the report.

17. LICENCES ISSUED UNDER DELEGATED AUTHORITY

For information report, previously circulated, was presented as read by the Chair.

The below licences were issued under Delegated Authority during the last report period:

Street Trading (NI) Act 2001

Unique Reference No	Street Trading License	Location
MST 017	Mobile Street Trading	Causeway Coast Area

Committee NOTED the report.

18. PETROLEUM SPIRIT LICENCE RENEWALS

For information report, previously circulated, was presented as read by the Chair.

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>
PL070	Nicholl Auto 365
PL034	Ballybogey Service Station
PL021	Eurospar Garvagh

Committee NOTED the report.

19. POISONS REGULATIONS (NORTHERN IRELAND) 1983, REGISTRATION OF PERSONS ENTITLED TO SELL NON-MEDICINAL POISONS INCLUDED IN PART II OF THE POISONS LIST

For information report, previously circulated, was presented as read by the Chair.

POISONS REGULATIONS (NORTHERN IRELAND) 1983

Registration of persons entitled to sell non-medicinal poisons included in part ii of the poisons list

The undernoted registrations of persons entitled to sell non-medicinal poisons have been received, acknowledged and processed during the report period.

Registration Number	Name of Business
P/05/2024	B&Q
P/32/2024	George Canning & Sons
P/11/2024	James Pollock & Son
P/04/2024	J Bradley & Sons
P/26/2024	JSC Builders Merchants
P/02/2024	Willis McCloskey's
P/28/2024	Brian McKinney
P/29/2024	D Donnelly
P/31/2024	Fane Valley Stores
P/09/2024	Tesco Stores Ltd. Coleraine
P/14/2024	Stranocum Post Office
P/08/2024	Martins Hardware
P/30/2024	Limavady Hardware Company
P/01/2024	Workman Hardware
P/20/2024	Aquasun
P/19/2024	John McElderry Ltd
P/25/2024	Fane Valley Stores
P/22/2024	John McCurry & Sons Ltd.
P/24/2024	James Delargy Farm Supplies
P/16/2024	Steele Farm Supplies
P/27/2024	McListers Hardware
P/21/2024	McAlisters Hardware
P/06/2024	David Coils
P/10/2024	Ivan Wright
P/18/2024	Ashwood Garden Centre

Committee NOTED the report.

20. SOCIETY LOTTERY REGISTRATIONS

For information report, previously circulated, was presented as read by the Chair.

The Betting, Gaming, Lotteries and Amusements (NI) Order 1985

REGISTRATION OF A SOCIETY

The undernoted applications for society lottery registrations have been received, acknowledged and processed during the report period.

Registration No:	Name of Society
SL036	Cushendun Building Preservation Trust
SL025	Carnalridge Primary School PTA

Committee NOTED the report.

21. ENVIRONMENTAL SERVICES MANAGEMENT ACCOUNTS – PERIOD 9

For information report, previously circulated, was presented as read by the Chair.

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 9.

Background

Council has approved the annual budget for Environmental Service and delegated authority to officers to utilise this budget in the provision of services to the rate payers. ES budget for 2023/24 is £ 28,731,095.78. This is based on expenditure budget of £34,228,754.98 and income budget of £5,497,659.20

The Environmental Services position at Period 9 shows a £873,994.30 positive variance. This includes predicted increases in employee costs based on the proposed National Pay Award which is greater than the predicted budget increase.

The main costs and income attributing to the ES P9 position are summarised as follows as variances against budget (table circulated).

Estates.

Table (circulated) detailed expenditure and income.

£782k favourable mainly due to Employee costs which are £504k favourable. This is a result of difficulty in recruiting the number of seasonal grounds maintenance staff. A number of vacant posts within the Estates section remain unfilled. Income is positive by £79k.

Health and Built Environment.

Table (circulated) detailed expenditure and income.

£135k positive. Employee costs are £89k favourable. Fee Income is favourable by £132k.

Infrastructure.

Table (circulated) detailed expenditure and income.

£362k favourable mainly due to income favourable by £125k. Car Park income is favourable by £81k and Harbour and Marina income is favourable by £48k. Employee costs are £115k favourable mainly due to the Asset Realisation Officer post not having been filled and Harbour and Marina structure not permanently filled.

Operations.

Table (circulated) detailed expenditure and income.

£394k adverse variance in Period 9. Employee costs are adverse by £693k, this includes an accrued pay award which was underprovided for in the budget estimates agreed by Members. Seasonal profiling has not been completed. A breakdown of the variances are as follows (table circulated).

ES Business Support.

£22k adverse due to increased employee costs.

ES Centrally Managed.

£7k positive variance.

In-year Savings

Officers have and will continue to manage and scrutinise the budget to identify opportunities for reducing expenditure and increasing income. This includes

- not filling vacant posts,
- reducing season staff durations,
- not filling staff on sick leave in all non-essential service areas.
- completing only essential maintenance on ES properties.

Therefore, at Period 9 ES financial position has a positive variance of £873,994.30

Recommendation

Members are requested to note the paper.

Committee NOTED the report.

22. ENVIRONMENTAL SERVICES MANAGEMENT ACCOUNTS – PERIOD 10

For information report, previously circulated, was presented as read by the Chair.

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 10.

Background

Council has approved the annual budget for Environmental Service and delegated authority to officers to utilise this budget in the provision of services to the rate payers. ES budget for 2023/24 is £ 28,731,095.78. This is based on expenditure budget of £34,228,754.98 and income budget of £5,497,659.20

The Environmental Services position at Period 10 shows a £839,483.74 positive variance. This includes predicted increases in employee costs based on the proposed National Pay Award which is greater than the predicted budget increase.

The main costs and income attributing to the ES P10 position are summarised as follows as variances against budget (table circulated).

Estates.

Table (circulated) detailed the expenditure and income.

£793k favourable mainly due to Employee costs which are £495k favourable. This is a result of difficulty in recruiting the number of seasonal grounds maintenance staff. A number of vacant posts within the Estates section remain unfilled. Income is positive by £75k.

Health and Built Environment.

Table (circulated) detailed the expenditure and income.

£117k positive. Employee costs are £114k favourable. Fee Income is favourable by £102k including £64k from Building Control at P10.

Infrastructure.

Table (circulated) detailed the expenditure and income.

£478k favourable mainly due to income favourable by £192k. Car Park income is favourable by £68k. Employee costs are £133k favourable mainly due to the Asset Realisation Officer post not having been filled and Harbour and Marina structure not permanently filled.

Operations.

Table (circulated) detailed the expenditure and income.

£545k adverse variance in Period 10. Employee costs are adverse by £758k, this includes an accrued pay award which was underprovided for in the budget estimates agreed by Members. Seasonal profiling has not been completed. A breakdown of the variances are as follows (table circulated).

ES Business Support.

£6k adverse due to increased employee costs.

ES Centrally Managed.

£3k positive variance.

In-year Savings

Officers have and will continue to manage and scrutinise the budget to identify opportunities for reducing expenditure and increasing income. This includes

- not filling vacant posts,
- reducing season staff durations,
- not filling staff on sick leave in all non-essential service areas.

- completing only essential maintenance on ES properties.

Therefore, at Period 10 ES financial position has a positive variance of £839,483.74

Recommendation

Members are requested to note the paper.

Committee NOTED the report.

In response to questions, the Director of Environmental Services clarified that at the rate setting process Members agreed to Council approaching other Councils regarding bringing garden waste to Letterloan; the Councils did not take up the offer which is why there is a discrepancy in the sum of money identified. The Director of Environmental Services advised the Councils will be approached again in due course.

23. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

24. CONSULTATIONS

There were no consultations.

25. CORRESPONDENCE

There was no correspondence.

26. NOTICE OF MOTION PROPOSED BY COUNCILLOR C ARCHIBALD, SECONDED BY COUNCILLOR BATESON

Propose that this Council liaises with the local community in Glenullin and supplies a Christmas tree equipped with lights as it does in similar rural areas throughout the Council area.

Councillor Bateson informed Elected Members that at present the community group in Glenullin currently buy a tree, decorate it and use electric from a local barn. The electric supply has become an issue for the community group because the local barn is due to be knocked down and they have approached Councillor Bateson requesting assistance. Councillor Bateson stated he has brought this to Council to request help for the community group in Glenullin in supplying a tree, decorations and electric supply.

The Director of Environmental Services reminded Elected Members of the Council decision in 2015 to continue with the arrangements in place from the legacy Councils and Glenullin is not included. The Director of Environmental Services advised if Elected Members agree to support the community group in Glenullin, other groups may also approach Council requesting the same help and suggested an option to bring a report back to the next Environmental

Services Committee detailing what arrangements are currently in place and what else could be included.

In response to questions, the Director of Environmental Services advised that Council currently provide a significant number of Christmas trees and meet the cost of putting them up and lighting them; that it is harder to obtain Christmas trees and it is probable Council will have to source large trees in Kerry this year.

Discussion ensued and consideration was given to the need for the report providing further details, to also consider funding options, including the criteria that is applied, and the need for a cross over between the Environmental Services and Leisure and Development Committees.

Proposed by Councillor Kyle
Seconded by Councillor Stirling and

AGREED – to recommend to Council that a report is brought to the Environmental Services Committee detailing what Council arrangements are currently in place and what could be incorporated including the option of providing funding giving consideration to the criteria.

There was discussion around whether the proposal from Councillor Kyle was an amendment. The Director of Environmental Services advised it was an amendment unless the proposer withdrew their motion.

Councillor Bateson withdrew his motion.

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

* **Councillor Wallace left the meeting at 8.54pm**

27.1 Introduction of charges at the Ballycastle Harbour Car Park (Councillor Kane)

“To ask the Director of Environmental Services for an update on discussions with the Rathlin Development and Community Association, the Rathlin Island Ferry operators, and other relevant parties, with regards to the introduction of charges at the Ballycastle Harbour Car Park, as agreed by council on Thursday 8 February 2024.”

The Director of Environmental Services advised the decision for carparking charges was taken by Elected Members; there was no specific request for Officers to engage with the organisations mentioned. The Director of Environmental Services advised there is a strong feeling on Rathlin Island that the impact of the car parking charges are detrimental and the residents of Rathlin are keen for Elected Members to reach a solution. The people on Rathlin Island have expressed concern about the impact this will have on the teachers, nurse and other workers who come to the Island on a daily basis and

are fearful the car parking charges will have an impact on tourism. The Director of Environmental Services advised it has been mentioned at the time of the introduction of car parking charges in Ballycastle there is the potential for exemptions for the residents on Rathlin Island, but this was not part of the proposal on the 8 February.

It was proposed by Councillor Bateson - That the car parking charges at Ballycastle sea front are suspended. This is on the basis that Councillors were given assurances that permits etc that have not come to fruition and Council therefore has not lived up to the assurances made to Members tasked with making a decision. So issues, as Aidan has obviously highlighted, have been raised by the local community especially on Rathlin that have not been properly considered or addressed prior to this decision and these are in particular in relation to the Island community that was served by the harbour and there are specific issues around this and the rights and access for the residents and workers. Also those boat owners who must self-fuel with health and safety issues around that and that fact that no other boat owner in this council area is subject to parking charges to access their vessel. Also that Council looks at best practice elsewhere including Newry Mourne and Down and bring back a report outlining how the above issues can be addressed, the issues specific to an Island community which are unique and complex and what other Councils do to try and address them. Can I also, if the Council solicitor is on the call, get a legal opinion on the implications of the Ballycastle Harbour Area Act 2003 with regards to the Marina carparking.

The Chair advised that it was his understanding that Councillor Bateson would need to bring a rescinding motion to Council to change a decision that has been made.

Councillor Bateson confirmed this is not a rescinding motion this is a motion to suspend car parking charges due to the issues which have been highlighted by the Director of Environmental Services.

The Director of Environmental Services confirmed the decision made at the Rates Setting meeting stands until there is a rescinding motion; that the timescale for implementing that was at the beginning of the financial year or as quickly as Officers could put the mechanisms in place. The Director of Environmental Services advised it was his understanding that it would take a rescinding motion at Council to stop or suspend the decision taken and confirmed there was no one from the Legal team at the meeting.

In response to questions, the Director of Environmental Services advised that legal opinion would need to be sought in relation to the Ballycastle Harbour Order and berth holders and would need to come back to the Members. It was confirmed the boat yard is used by the boat owners as part of their fees. The Director of Environmental Services confirmed boat owners in Portrush do not pay carparking charges and this is something that will need to be looked at. In response to further questions, the Director of Environmental Services recommended that there is a report brought to the Full Council meeting or the next Environmental Services meeting providing further details and legal opinion

in order that Elected Members have information to make an informed decision. The Director of Environmental Services stated in relation to the introduction of carparking charges there is a lead in time for the implementation of the carpark pay and display meters, these will be installed at the end of April/beginning of May and there has already been a cost in purchasing these. The Director of Environmental Services confirmed that carparking at harbour can be regularised.

Further discussion ensued with the consensus that Rathlin Island is a unique situation and a resolution needs to be found. Consideration was also given to the rates setting, that the decision has been made and to make changes a rescinding motion is required.

Councillor Bateson clarified that his proposal is to suspend the carparking charges in relation to Rathlin Island due to the special circumstances there and that it is not his intention to unravel the rate setting process; that Members were led to believe there would be special circumstances put in place for the residents of Rathlin Island. Councillor Bateson stated he is content that if the proposal does not stand that it is brought to the Council Meeting for further discussion.

The Director of Environmental Services confirmed a report could be brought back to the Council meeting for further debate and discussion.

Proposed by Councillor MA McKillop
Seconded by Councillor Bateson and

AGREED – to recommend to Council that a report is provided to the next Full Council meeting detailing all options available.

27.2 Update on countryside paths (Councillor MA McKillop)

“Can I get an update on countryside paths for the incoming year.”

Councillor MA McKillop stated five out of the seven countryside paths are in The Glens and sought assurance that the cutting of the grass will be up to standard.

The Director of Environmental Services confirmed he has spoken to the Head of Estates to ensure these paths are on the list for cutting to be completed to the required standard either in-house or by external contractors.

This being all the business The Chair thanked Elected Members for their attendance and the meeting closed at 9.19pm.

Chair