



**ENVIRONMENTAL SERVICES COMMITTEE MEETING
TUESDAY 11 MAY 2021**

Table of Recommendations

No	Item	Summary of key Recommendations
1.	Apologies	<i>Nil</i>
2.	Declarations of Interest	<i>Nil</i>
3.	Minutes of Environmental Services Monday 19 April 2021	<i>Confirmed</i>
4.	Deputation: Mr Gavin Wallace, North Coast World Earth	<i>Information provided on the work completed by North Coast World Earth</i>
5.	Entertainment Licencing Report	<i>That Council recommends the grant of an Entertainment Licence subject to compliance with any recommendations of the Councils licensing department.</i>
6.	Installation of Local Exhaust Ventilation to Workshops in Limavady Depot	<i>That Council accepts Option C - Install LEV as proposed subject to satisfactory quotes in line with estimate and in accordance with procurement policy.</i>

No	Item	Summary of key Recommendations
7.	Extension to Household Recycling Centre Summer Opening Times	To recommend Household Recycling Centres open to 8pm on a Wednesday for 1 month. Due to the July recess the matter be reviewed at the Council meeting to be held on 29 June 2021.
8.	Purchase and fitting of lifting gear to 'Big Bite' Skip lorry Chassis	That Council recommends the purchase and fitting of lifting gear to the chassis of a council owned 'Big Bite' skip lorry at an approximate cost of £35,000.
9.	Improvements to Council Harbours for Commercial Fishing Interests	That Council accept the funding assistance to improve Harbour infrastructure for the commercial fishermen and to authorise an expenditure of £26,755.17 to contribute to these works.
10.	NIHE Lease: Hazard House, 59 Hamilton Park, Ballymoney	To stop using Hazard House and write to the other 10 Councils in Northern Ireland to consider building one fit for purpose facility using a central Government fund.
11.	Entertainment Licence Renewals	Information
12.	Petroleum Spirit Licence Renewals	Information

No	Item	Summary of key Recommendations
13.	Poisons Regulations (Northern Ireland) 1983	Information
14.	Street trading Licence Renewals	Information
15.	Update on Littersmart Activity	Information
16.	The Association of Public Sector Excellence (APSE) – Performance Benchmarking	Information
17.	Correspondence Panel	Nil
18.	Consultation Documents	Nil
19.	Conferences	Nil
20.	Matters for Reporting to Partnership Panel	Nil
	'In Committee'(Items 21- 24 inclusive)	
21.	Consideration of Engagement of Private Contractor to complement Litter Enforcement	Seek an expression of interest to engage in a 12-month enforcement pilot. And Remove the early payment discounted rate pertaining to fixed penalties issued for littering offences for the period of the pilot.
22.	Dog Kennelling Services: Award to Tender 2021-2024 with 1 year extension option	To recommend that Council award the contract for the provision of Dog Kennelling Facilities and related services to B.A.R.K

No	Item	Summary of key Recommendations
23.	Concessionary Trading Outcome – Online Auction	To recommend that Council note this report for information purposes.
24.	Briar Hill – Legal Opinion	To recommend that Council note this report for information purposes.
25.	Any Other Relevant Business (notified in accordance with Standing Order 12 (o))	
	25.1 Opening times of Public Toilets at Beaches (Alderman Robinson)	Information
	25.2 Options for additional resources for litter picking (Councillor Wilson)	Information

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

In the Chair: Councillor McQuillan (C)

Members Present: Alderman Fielding (C), Robinson (C), Boyle (R);
Councillors Beattie (R), Bateson (R), Chivers (R), Holmes
(C), Hunter (R), McAuley (C), McLaughlin (R),
MA McKillop (R), McLean (C), Wallace (C), Wilson (R)

Officers Present: A McPeake, Director of Environmental Services (C)
A Mullan, Head of Operations (R)
J Richardson, Head of Capital Works, Energy and Infrastructure (R)
B Edgar, Head of Health and Built Environment (R)
G Doyle, Head of Estates (R)
J Keen, Corporate Support Assistant (C)

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

G Wallace, Chairperson, North Coast World Earth (Item 4)
D Doherty, Education Lead, North Coast World Earth (Item 4)

Press (4 no) (R)

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

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
MONDAY 19 APRIL 2021**

Summary, previously circulated.

The Minutes of the Environmental Services Committee meeting held Monday
19 April 2021 were confirmed as a correct record.

* **Councillor Holmes joined the meeting at 7:15pm**

4. DEPUTATION: MR GAVIN WALLACE, NORTH COAST WORLD EARTH

G Wallace delivered a presentation to inform the Environmental Services Committee of the work North Coast World Earth are involved in including work in the ocean along the Borough's coastline. G Wallace outlined the following areas of work:

- Education
- Environmental Awareness
- Action
- Change

In response to G Wallace, during debate, the Chair, Councillor McQuillan advised that Council do support the work of North Coast World Earth.

Discussion followed the presentation; concerns were highlighted regarding the dealing of Council staff by North Coast World Earth volunteers. G Wallace clarified the Group constituted of Volunteers, and reassured the matter raised would be addressed.

Committee encouraged the positive work of North Coast World Earth.

The Chair thanked G Wallace for his attendance.

* **G Wallace and D Doherty left the meeting at 7.30pm.**

5. ENTERTAINMENT LICENCING REPORT

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

Purpose of Report

Grant of Entertainment Licence

Proposals

Grant of Indoor Entertainment Licence

Licence No:	EL389.
Premises:	Boyd Arms,4 The Diamond Ballycastle, BT54 6AW
Application:	Grant of Indoor Entertainment Licence Days and times on which it is applied to provide entertainment:

	Monday to Saturday: 11:30hrs to 01:30hrs Sunday: 12.30hrs to 00:30 hrs
Representations:	Closing date 3 rd June 2021
PSNI:	No objections
NIFRS:	Closing date 29 th April 2021

Grant of Indoor Entertainment Licence

Licence No:	EL254
Premises:	Village Inn, 1 Bellaghy Road, Dunloy, BT44 9AT
Application:	Grant of Indoor Entertainment Licence Days and times on which it is applied to provide entertainment: Monday - Thursday Midday to 11:30hrs Friday to Saturday: Midday to 01:00hrs Sunday: midday to 11:30 hrs
Representations:	Closing date 20 th May 2021
PSNI/NIFRS	Closing date 25 th May 2021

It is recommended that the Environmental Services Committee recommends to Council the grant of an Entertainment Licence subject to compliance with any recommendations of the Councils licensing department.

Proposed by Councillor MA McKillop
Seconded by Councillor Hunter and

AGREED – to recommend that Council grant of an Entertainment Licence subject to compliance with any recommendations of the Councils licensing department.

6. INSTALLATION OF LOCAL EXHAUST VENTILATION TO WORKSHOPS IN LIMAVADY DEPOT

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

Purpose of Report

The purpose of this report is to request approval for the installation of a local exhaust ventilation (LEV) system to the painters and joiners work shop in Limavady Depot.

Background

Work is ongoing to improve facilities for staff at the various depots throughout the borough. The installation of an appropriate LEV system in Limavady Depot is now necessary to provide a safe environment for both painters and joiners who could be exposed to fumes and/or dust which could impact on their health. The existing portable system does not comply with Health & Safety legislation.

Proposals

A design has been completed for a permanent system that extracts dust and fumes from the workshops. It has been costed at £21,000. This will ensure that staff are not exposed to airborne contaminants that could be detrimental to their health. Given the amount of joinery and painting work that is done in the workshops this system is essential.

Options

- a. Do nothing. This option would leave staff exposed to potential harm from air borne dust/fumes and would also leave Council in breach of Health & Safety legislation.
- b. Sub-contract painting and joinery tasks. This would lead to delays and increased costs to Council.
- c. Install LEV as proposed subject to satisfactory quotes in line with estimate and in accordance with procurement policy.

It is recommended that the Environmental Services Committee recommends Option C to Council.

The Director of Environmental Services advised the local exhaust ventilation system in Ballycastle and Coleraine Depots were being assessed to ascertain if an upgrade was needed. At present they were within the required standards.

Proposed by Alderman Robinson
Seconded by Councillor McAuley and

AGREED – to recommend that Council accept Option C - Install LEV as proposed subject to satisfactory quotes in line with estimate and in accordance with procurement policy.

* **Councillor McGlinchey joined the meeting at 7:41pm**

7. EXTENSION TO HOUSEHOLD RECYCLING CENTRE SUMMER SCHEME OPENING TIMES

Report, previously circulated, was presented by the Head of Operations.

The purpose of this report is to seek approval from members to extend the opening hours of Household Recycling Centres (HRCs) for one day per week (Wednesday) during the months of June, July and August.

The report is also to provide members with an overview of capacity uptake in March 2021 at each of the Household Recycling Centres (HRCs).

Background

Household recycling centres re-opened on the 4th May 2020 following the introduction of a nationwide lockdown on March 19th 2020. A telephone booking system was introduced to aid social distancing on site, prevent traffic congestion, manage throughput and assist in maximising recycling.

The re-opening of HRCs saw the introduction of harmonised daily opening hours across all facilities.

Since 1st April 2021, all HRCs are open Monday to Saturday from 8.30am to 3.30pm.

Table showing capacity uptake (%) in March 2021

Location & Capacity (cars) /hr	Mon	Tue	Wed	Thur	Fri	Sat
Ballycastle (30/hr)	30%	26%	20%	24%	29%	44%
Ballymoney (24/hr)	77%	63%	53%	70%	78%	94%
Castlerock (12/hr)	64%	52%	37%	52%	43%	80%
Coleraine (36/hr)	85%	85%	76%	77%	72%	97%
Crosstagherly (18/hr)	54%	55%	43%	48%	47%	75%
Dungiven (30/hr)	47%	40%	40%	45%	51%	81%
Garvagh* (30/hr)	-	-	53%	-	63%	56%
Kilrea** (30/hr)	-	47%	-	54%	-	57%
Limavady (24/hr)	99%	99%	96%	99%	95%	98%
Portrush (30/hr)	43%	36%	29%	31%	28%	46%
Portstewart (30/hr)	57%	50%	40%	50%	47%	66%

* Garvagh HRC closed Monday, Tuesday and Thursday during trial period.

** Kilrea HRC closed Monday, Wednesday and Friday during trial period.

Proposals

It is proposed to extend HRC opening hours one day per week (Wednesday) during the months of June, July and August.

Opening hours every Wednesday, during the specified period, will be 8.30am to 7.00pm. This will be applicable for all HRCs.

It is recommended that the Environmental Services Committee recommends to Council the extension of Household Recycling Centre opening hours on a Wednesday during the months of June, July and August. Opening hours on a Wednesday to be extended from 8.30am to 3.30pm to 8.30am to 7.00pm during the specified period.

The Director of Environmental Services advised there had been a limited number of requests for an extension in the opening hours of Household Recycling Centres. There was an increased cost for extending the opening hours for one night and this would be increased further if the Household Recycling Centres were to open two evenings a week. Reports of fly tipping had not increased significantly during lockdown and did not influence the proposed extended opening hours. Garvagh and Kilrea Household Recycling Centres were now open six days a week allowing extended opening hours to be facilitated across all sites on a Wednesday evening.

The Head of Operations advised the Household Recycling Centres were busy in the mornings, opening later in the morning and closing later in the evening could negatively affect the service currently provided.

Proposed by Councillor McLean
Seconded by Councillor Wallace

AGREED – To recommend Household Recycling Centres open to 8pm on a Wednesday for 1 month. Due to the July recess the matter be reviewed at the Council meeting to be held on 29 June 2021.

8. PURCHASE AND FITTING OF LIFTING GEAR TO 'BIG BITE' SKIP LORRY CHASSIS

Report, previously circulated, was presented by the Head of Operations.

The purpose of this report is to seek approval from members to purchase and fit hook lifting gear to a 'Big Bite' skip lorry at an approximate cost of £35,000.

Background

Council operate 11 no. Household Recycling Centres (HRCs) collecting a range of bulky waste streams. These include cardboard, green waste, residual waste, rubble, scrap metal, soil and wood.

The 11 no. HRCs are located at Ballycastle, Ballymoney, Castlerock, Coleraine, Crosstagherty, Dungiven, Garvagh, Kilrea, Limavady, Portrush and Portstewart.

Prior to the inception of Causeway Coast and Glens Council in April 2015 the following vehicles were used to collect waste:-

5 no. 'Big Bite' lorries, 3 no. Hook Loaders and 3 no. skip lorries serviced the 10no HRCs at Limavady, Coleraine and Ballymoney. Private contractors collected all waste streams from Ballycastle household recycling centre.

Proposals

Hook lifting gear will be purchased and fitted to the chassis of a 'Big Bite' skip lorry that council no longer require.

This will allow the Household Recycling Centre network to be serviced by 4 no. Hook Lorries and 2 no. Skip Lorries. Two waste streams (residual and wood) continue to be collected by contractors from Ballycastle HRC. Green Waste from Ballycastle HRC is being collected by Council.

The new Hook Lorry will replace a long term hire vehicle at Limavady HRCs currently costing c£26k per annum.

It is recommended that the Environmental Services Committee recommends to Council the purchase and fitting of lifting gear to the chassis of a council owned 'Big Bite' skip lorry at an approximate cost of £35,000.

Proposed by Alderman Robinson
Seconded by Alderman Fielding and

AGREED – to recommend that Council purchase and the fitting of lifting gear to the chassis of a council owned 'Big Bite' skip lorry at an approximate cost of £35,000.

9. IMPROVEMENTS TO COUNCIL HARBOURS FOR COMMERCIAL FISHING INTERESTS

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

The purpose of this report is to detail an opportunity to avail of funding as part of the European Maritime Fisheries Fund (EMFF) to enhance Harbour infrastructure and improve H&S for the commercial fishermen operating from them.

Background

Causeway Coast and Glens Borough Council operate and manage several harbour facilities across the north coast. Several of the harbours provide a safe haven for fishermen to operate their licenced fishing vessels. In total, there are approximately 22 local fishing vessels with some visiting fishing vessels operating from Ballycastle and Portrush during local seasonal fisheries.

In 2014 CBC applied for and received grant funding of £188,932 under the European Fisheries Fund (EFF) to conduct infrastructure enhancements to Portrush and Portstewart harbours. The grant provided 75% funding towards harbour infrastructure improvements and required a 25% Council contribution to complete the financial investment.

The works were completed successfully in 2015 and have benefited fishermen within the ports of Portrush and Portstewart. As part of ongoing consultation with fishermen across the Borough, further enhancement works have been identified within a number of harbours, including Portrush and Portstewart. An opportunity exists within the current European Maritime Fisheries Fund (EMFF), the successor to the previous EFF fund.

The current EMFF programme provides assistance for Harbour Authorities to improve their Harbour infrastructure or services to the benefit of the fishermen. The applicable “measure” in this case, is reference to enhancing safety for the fishermen who use the facilities daily and help sustain the industry position at our ports.

The works identified include the following items;

- New fuel supply berth – Ballycastle Harbour
- CCTV – Ballycastle, Redbay & Portrush Harbours
- Quayside water supplies – Portstewart & Redbay Harbours
- Storage totes – Portrush, Ballycastle & Rathlin Harbours
- Quayside landing davits - Portrush, Ballycastle & Rathlin Harbours
- Quayside fenders – Ballycastle, Rathlin, Portstewart, Ballintoy & Portballintrae Harbours
- Quayside ladders - Ballycastle, Rathlin, Ballintoy & Portballintrae Harbours
- Improved quayside access gates – Ballycastle Harbour
- Equipment storage unit – Ballycastle Harbour

With the assistance of Councils Funding Unit - the Council’s Harbour Master has applied to the EMFF programme and has secured letters of offer totalling £177,460.52 from the DAERA grants department to support the improvements identified by the fishermen.

Figure 1. Breakdown of the project values are listed below;

LOCATION	TOTAL PROJECT SPEND	EMFF GRANT AVAILABLE		COUNCIL CONTRUBUTION	
REDBAY	£20,521.96	87.50%	£17,956.71	12.50%	£2,565.25
BALLYCASTLE	£83,870.30	87.50%	£73,386.51	12.50%	£10,483.79
RATHLIN	£41,946.35	87.50%	£36,703.05	12.50%	£5,243.30
BALLINTOY	£9,665.55	75.00%	£7,249.17	25.00%	£2,416.38
PORTBALLINTRAE	£9,665.55	87.50%	£8,437.35	12.50%	£1,228.20
PORTRUSH	£15,033.50	87.50%	£13,154.31	12.50%	£1,879.19
PORTSTEWART	£23,512.48	87.50%	£20,573.42	12.50%	£2,939.06
TOTALS	£204,215.69		£177,460.52		£26,755.17

Total Council contribution = **£26,755.17**
Total project value = £204,215.69

Project Outcomes/Benefits

Completion of the proposed project will;

- Contribute to decreasing Councils risk level within Harbour facilities in line with the recent revisions of H&S and risk assessments.
- Enhance working conditions for the commercial fishermen that use Council Harbour facilities to operate their businesses and livelihood.
- Help sustain the level of commercial fishing within the Causeway Coast and Glens area and provide modernised infrastructure to support future

It is recommended that the Members accept the funding assistance to improve Harbour infrastructure for the commercial fishermen and to authorise an expenditure of £26,755.17 to contribute to these works.

The Director of Environmental Services advised Council is currently going through the process of developing a tendering arrangement for trading at Ballintoy Harbour with the aim of managing watersport activities in this area. Consideration was being made of a single pitch to one provider in Ballintoy Harbour.

Proposed by Councillor Wilson
Seconded by Councillor MA McKillop and

AGREED – to recommend that Council accept the funding assistance to improve Harbour infrastructure for the commercial fishermen and to authorise an expenditure of £26,755.17 to contribute to these works.

10. NIHE LEASE: HAZARD HOUSE, 50 HAMILTON PARK, BALLYMONEY

Report, previously circulated, was presented by the Head of Health and Built Environment.

The purpose of this report is to provide members with additional information sought and consideration as to whether a lease for the above property between the Northern Ireland Housing Executive and Causeway Coast and Glens Borough Council be renewed to support its continued use.

Background

Further to previous report item ES 210309 item 6, members requested additional information regarding facility usage together with consultation with existing stakeholders, Northern Ireland Housing Executive and The Public Health Agency together with consideration of an alternative delivery model for home safety education.

Members will be aware that through a partnership of legacy Councils (Ballymoney, Coleraine and Moyle) and with funding support from the Public Health Agency, a Home Safety learning facility was established in Ballymoney.

The facility provides practical home safety advice for community groups, school and youth groups, training for health visitors and student nurses together with members of the public. The premises remain as one of two such facilities in Northern Ireland following the closure of the RADAR Centre in Belfast.

The NIHE has made the premises available for Council use rent free for the last 16 years (opened Autumn 2004). The current proposed renewal is for a further 3 years, but this may be reduced to 1 year minimum.

The Public Health Agency continue to offer an element of annual funding to support the use of Hazard House.

Facility Usage Statistics

The use of the facility is provided below. On average, 135 visitors use the premises per annum. Visitor numbers fluctuate dependent on staff availability, and most visits/tours are conducted out of office hours.

Year	Visitors
2004 (2 months)	56
2005	283
2006	162
2007	124
2008	150
2009	47
2010	67
2011	42

2012	30
2013/2014	630
2014/2015	30
2015/2016	140
2016/2017	60
2017/2018	104
2018/2019	120
2019/2020	111
2020/2021	14 (virtual tours)
Total	2170

Contact was made with the local NIHE office with respect to waiting list for accommodation within the area. It has been advised that there is low demand for this type of accommodation within the area.

Discussions with the funding department Public Health Agency (PHA) have confirmed that the decision to continue with the use of the facility or otherwise is a matter for Council. The funding allocated to support the current facility (£1600) would be reprofiled so the overall grant provided would remain unaffected.

Options

Four options have been considered in respect to Home Safety supplementary education delivery.

The current facility has been well established over the past 16 years. It has the advantage of a typical home layout, with hazards identified in each room of the dwelling. It is a permanent venue, with minor running costs (utilities and general maintenance only). The premises have also been adapted for disabled access including accessibility to the first floor. (Current Running Cost circa £1K)

The option of moving scenarios to other venues throughout the Borough has the advantage of being more accessible. However, the ability to recreate relatable situations within other premises, such as halls or community centres, will be more challenging and is likely to have reduced impact. Whilst utility bills and maintenance will be negated, room hire costs, set up and dismantling time together with additional travel and vehicle costs, and the likelihood of necessary equipment replacement due to damages because of frequent transit/handling, is likely to out-weigh any cost savings. (Estimated costs £3-4K)

Consideration was given to a mobile education unit, a specialist vehicle/trailer converted which could be taken/driven to various locations within the Borough. Again, due to cost/maintenance/tax/insurance etc. this option was dismissed as it was considered not cost effective. (Trailer estimate £10-20K plus towing vehicle, 3.5T mobile display vehicle Est £35-40K).

Relocation to a fixed premise and build a permanent exhibition area. The possibility of co-locating with Councils Museums service was considered. - However, the estimated cost for annual rent and utilities is circa £10K together with initial capital costs estimated to be £10K, would again deem this option as not cost effective.

Discussion

Of the options considered, the most cost effective is to continue with the permanent facility. In order to increase visitor usage, a proactive programme requires to be drawn up and implemented. This will require additional out of hours resource as would all other options tabled.

Should a decision be taken that the facility is no longer required, there may be some expense incurred to return the dwelling back to its original condition, (removal of internal lift, security alarms/shutters etc.) prior to re-occupation as a dwelling.

Any decision taken to withdraw the facility from use will not affect overall funding offered by the PHA, with previously allocated money being reprofiled to other Home Safety initiatives/targets.

It is recommended that the Environmental Services Committee consider the options and make a recommendation to Council as to the future of the Hazard House, Home Safety Educational facility.

The Head of Health and Built Environment advised that it was a discretionary decision for Council to provide this service. He advised NIHE own the dwelling, that it was at their decision to return it to social housing. Council have adapted the house including adding a lift to allow for disabled access to upstairs, there would be costs associated with returning the house to the original condition, and NIHE may ask Council to complete this work. There has not been a lot of publicity promoting the facility, and would require a full complement of staff, which there has not always been.

Committee considered leaving the disabled access lift in place in order for others to receive the benefit of this.

Proposed by Councillor Wilson
Seconded by Councillor McAuley and

AGREED – to recommend that Council stop using Hazard House and write to the other 10 Councils in Northern Ireland to consider building one, fit-for-purpose facility using a central Government fund.

11. ENTERTAINMENT LICENCE RENEWALS

Report, previously circulated, presented as read.

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>
EL017	Bushtown Hotel
EL062	Manor House and Golf Club
EL005	Anchor Bar Complex

12. PETROLEUM SPIRIT LICENCE RENEWALS

Report, previously circulated, presented as read.

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>
PL053	O’Kane’s Filling Station
PL052	Eurospar Dungiven
PL045	Barkley’s Service Station

13. POISONS REGULATIONS (NORTHERN IRELAND) 1983

Report, previously circulated, presented as read.

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.

<u>Registration Number</u>	<u>Name of Business</u>
P/01/2021	Workman Hardware
P/02/2021	Willis McCloskey's
P/04/2021	J Bradley & Sons
P/05/2021	B&Q
P/06/2021	David Coils
P/08/2021	Martins Hardware
P/09/2021	Tesco Stores Ltd Coleraine
P/10/2021	Ivan Wright
P/11/2021	James Pollock & Sons
P/13/2021	Logans Hardware
P/14/2021	Stranocum Post Office
P/16/2021	Steele Farm Supplies
P/17/2021	North Antrim Potatoes
P/18/2021	Ashwood Garden Centre
P/19/2021	John McElderry Ltd
P/20/2021	Aquasun
P/21/2021	McAlisters Hardware
P/22/2021	John M Curry & Sons Ltd
P/23/2021	Glen Farm Supplies Ltd (Cushendall)
P/24/2021	Glen Farms Supplies Ltd (Ballycastle)
P/25/2021	Fane Valley Stores (Ballycastle)
P/26/2021	JSC Builders Merchants
P/27/2021	McListers Hardware
P/28/2021	B McKinney Farm & Garden Supplies
P/29/2021	D Donnelly
P/30/2021	Limavady Hardware Company
P/31/2021	Fane Valley Stores (Limavady)
P/32/2021	George Canning & Sons

14. STREET TRADING LICENCES

Report, previously circulated, presented as read.

STREET TRADING (NI) ACT 2001

The undernoted application for a street trading licence has been received, acknowledged and processed during the report period.

<u>Unique Reference Number</u>	<u>Applicant</u>	<u>Type of Licence</u>	<u>Commodity</u>	<u>Location</u>
MST 004	Daniel O'Kane	Mobile	Ice Cream	Borough of Causeway Coast and Glens

15. UPDATE ON LITTERSMART ACTIVITY

Report, previously circulated, presented by the Head of Operations.

The purpose of this report is to update members on LitterSmart actions and activities from January to April 2021.

Background

LitterSmart is one of eight themes under the LiveSmart initiative. The LiveSmart initiative was devised by the council's Environmental Resource Officer (ERO) team and launched in 2018.

LiveSmart focuses on lifestyle and behavioural change through engagement with residents, visitors, businesses, community & voluntary sector and schools. It encourages us to live more lightly on our planet by taking simple steps to protect our environment.

LitterSmart is a response to litter concerns in our area, promoting individual as well as collective responsibility. The ERO team help to facilitate litter lifts and promote awareness regarding the harm littering can cause to the environment.

Activity

A range of litter picking activity facilitated by the ERO team has taken place between January and April 2021 despite the constraints presented by lockdown and the continued requirement to social distance.

Assistance has been provided to various groups involving more than 760 participants. The groups were a mix of formal community groups, informal groups of residents/families and sports clubs. Council provided some groups with litter pickers and bags and also arranged the uplift of material collected by all groups.

In total, the combined efforts of the groups resulted in the collection of over 900 bags of litter.

Further engagement took place with 20 households who expressed a willingness to carry out a litter pick in their local area.

This is a continuation of LitterSmart activity which took place prior to 2021 whereby help has been given to 80+ groups.

Collected litter goes to a local Materials Recycling Facility where items suitable for recycling such as cardboard, paper and metal cans are extracted and diverted from landfill.

It is intended to deliver the LiveSmart Community Environmental Grant Programme in 2021-22. This pilot scheme will provide financial support up to a maximum of £500 to local community and voluntary organisations who wish to:-

- improve the cleanliness in their local area
- promote recycling, reuse and waste reduction
- reduce carbon footprint by taking simple, practical actions such as planting

Total available fund is £10,500.

Community based litter picking is complemented by the daily litter picking and cleansing activity of Operations staff across the Borough.

It is recommended that the Environmental Services Committee notes the ongoing work to facilitate litter picking and litter related education awareness through its LitterSmart initiative and by work carried out by Operations staff.

16. THE ASSOCIATION OF PUBLIC SECTOR EXCELLENCE

Report, previously circulated, presented by the Head of Operations.

The purpose of this report is to provide Members with an update on progress with the APSE Performance Benchmarking process within Environmental Services.

Background

In February 2021, a paper was presented to ES Committee with draft figures for the 19/20 financial year which would be used to benchmark ES functions against other NI Councils. The context for Council's benchmarking activity is set out in its Duty to Improve within the Local Government Act (Northern Ireland) 2014, Part 12, Section 91- (1)-(b) which states that "A council must use the information it collects under section 90 to compare its performance, in so far as is reasonably practicable, with the performance of other councils in exercising those or similar functions during the financial year to which the information relates and during previous financial years."

APSE led National Performance Benchmarking

Council joined with 9 of the 10 other Northern Ireland Councils to be part of the "Northern Ireland Project". This is the National Performance Benchmarking Framework that is led and facilitated by APSE Performance Networks.

The Environmental Services Directorate will be reporting Performance Indicators over 3 Service areas and these are set as follows.

Estates – 9 Indicators

Health & Built Environment – 6 Indicators

Operations - 5 Indicators

See Appendix 1 for list of 2019/20 ES Performance Indicators against the NI Average as a comparison.

The training and development for staff who will be involved in this process has been ongoing, and Council believes that this is a valuable and positive step towards our ongoing aim to foster a culture of service improvement.

Next Steps

Council will continue to accurately benchmark significant areas of performance in 2021/22 against nine other Councils in Northern Ireland. Moving forward the relevant and applicable APSE performance indicators will be included in, and reported through, Service Business Plans and will act as a valuable set of supplementary performance indicators to each Service area's own business related measurable outcomes and indicators.

17. CORRESPONDANCE

There was no correspondence to present.

18. CONSULTATION DOCUMENTS

There were no consultations to present.

19. CONFERENCES

There were no conferences to inform members of.

20. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

MOTION TO PROCEED '*IN COMMITTEE*'

Proposed by Alderman Robinson

Seconded by Alderman Fielding and

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

* **Press and public were disconnected from the meeting at 8:25pm**

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.

21. CONSIDERATION OF ENGAGEMENT OF PRIVATE CONTRACTOR TO COMPLEMENT LITTER ENFORCEMENT

Confidential report, previously circulated, was presented by the Head of Health and Built Environment.

The purpose of this report is to consider and seek approval for the appointment of an external service provider (private contractor) to complement Litter Enforcement Provision across the Borough on a 12-month pilot basis, targeting dog fouling, littering and fly-tipping.

It is recommended that the Environmental Services Committee recommend to Council to

1. Seek an expression of interest to engage in a 12-month enforcement pilot targeting dog fouling, litter and fly tipping with interim updates to be brought back to Council after six months and nine months of the pilot commencing.

and

2. Remove the early payment discounted rate pertaining to fixed penalties issued for littering offences for the period of the pilot.

The Head of Health and Built Environment advised on how the service would be measured, staff jobs were not at risk, how the service would be rolled out could be agreed once a company has been engaged.

Proposed by Councillor Holmes
Seconded by Councillor McAuley and

AGREED – to recommend that Council

1. Seek an expression of interest to engage in a 12-month enforcement pilot targeting dog fouling, litter and fly tipping with interim updates to be brought back to Council after six months and nine months of the pilot commencing.

and

2. Remove the early payment discounted rate pertaining to fixed penalties issued for littering offences for the period of the pilot.

22. DOG KENNELING SERVICES: AWARD OF TENDER 2021 -2024 WITH 1 YEAR EXTENSION OPTION

Confidential report, previously circulated, was presented by the Head of Health and Built Environment.

The purpose of this report is to consider the appointment of a service provider following a tender exercise for the provision of dog kennelling facilities.

It is recommended that Environmental Services Committee recommends that Council award the contract for the provision of Dog Kennelling Facilities and related services to B.A.R.K (Benwarden Animal Rescue kennels).

Proposed by Councillor Wilson
Seconded by Alderman Boyle and

AGREED – to recommend that Council award the contract for the provision of Dog Kennelling Facilities and related services to B.A.R.K (Benwarden Animal Rescue kennels).

23. CONCESSIONARY TRADING OUTCOME – ONLINE AUCTION

Confidential report, previously circulated, was presented by the Head of Capital works, Energy and Infrastructure.

The purpose of this report is to inform members of the outcome of the 2021 concessionary trading online auction process.

It is recommended that the Environmental Service Committee recommends to Council that this report is noted for information purposes.

The Director of Environmental Services advised the online auctions had been successful.

Councillor Wilson had raised an issue he had been made aware of an issue regarding the auction process and an unsuccessful bidder.

The Director of Environmental Services confirmed the online auction process will be reviewed before the next auction, however legal advice had been sought and followed regarding the process.

In response to Alderman Fielding the Director of Environmental Services advised that officers had been tasked to assess other areas in the Borough to be considered for additional concessionary trading pitches.

Proposed by Councillor Holmes
Seconded by Councillor Wilson and

AGREED – to recommend that Council note this report for information purposes.

24. BRIAR HILL – LEGAL OPINION

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

The purpose of this report is to inform members of the legal advice sought following the ES Committee Meeting on 9th March 2021

25. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (O))

25.1 Opening Hours of Toilets at Beaches (Alderman Robinson)

To ask Council if they can detail the opening and closing times of the public toilets at our beaches, specifically Benone, Castlerock and Portrush and if there are any plans to extend opening times for earlier morning opening and later closing to cater for an increase in beach users during the Summer months.

The Director of Environmental Services advised the Members of the opening times of public toilets on the beaches and could be found on the Causeway Coast and Glens Borough Council website.

MOTION TO PROCEED ‘IN PUBLIC’

Proposed by Councillor Wilson
Seconded by Councillor Wallace and

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

The meeting moved to ‘In Public’ at 9.11pm

25.2 Additional resources for litter picking (Councillor Wilson)

To ask the director:

At the full council meeting in May, it was proposed and accepted that additional resource be used to tackle litter etc in areas like Portrush and similar. Can the director advise what the options will be for additional resource, what the cost implications will be and what other services will need to be reduced /stood down (if any) to facilitate additional resource/works in abovementioned areas to ensure we remain within the recently set budget?

Councillor Wilson was satisfied his submission of AORB had now been answered, that Council would work within budget, he supported efforts to reduced litter in the Borough.

Councillor Bateson advised the motion at the Council meeting on Tuesday 4 May 2021 had been presented in good faith, that Council should use measures in place to tackle littering.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9.15pm.

Chair