

**ENVIRONMENTAL SERVICES COMMITTEE MEETING
TUESDAY 13 JUNE 2023**

Table of Recommendations

No	Item	Summary of key Recommendations
1.	Apologies	<i>Councillors McQuillan and Wallace</i>
2.	Declarations of Interest	<i>None</i>
3.	Minutes of previous meeting held Wednesday 5 April 2023	<i>Confirmed as a correct record</i>
4.	Terms of Reference	<i>To recommend that Council approves the Terms of Reference as set out in this report</i>
5.	Entertainments Licensing Report	<i>To recommend that Council grant Entertainment Licences (i-iii) as set out in this report</i>
6.	Pavement Café Licensing Report	<i>To recommend that Council defers a decision on this Pavement Café licence application pending further discussions with the Harbour Bar and the Department for Infrastructure</i>
7.	Business Continuity Management Policy	<i>To recommend that Council adopts the Business Continuity Management Policy</i>

No	Item	Summary of key Recommendations
8.	Corporate Business Continuity Plan	To recommend that Council adopts the Corporate Business Continuity Plan
9.	New Model Licence Conditions for Entertainments Licence	To recommend that Council adopts the new “Model Terms, Conditions and Restrictions and Technical Requirements and Management Rules for Indoor and Outdoor Places of Entertainment” as the basis for any future grant or renewal of Entertainments Licences within the Borough
10.	Outworkings of the 2021 Review of the Caravans Act (NI) 2011	To recommend that Council endorse the response as drafted
11.	HVO (Hydrotreated Vegetable Oil) Fuel Trial	To recommend that Council approves the trial, for an initial period of 6 months, of the use of HVO (Hydrotreated Vegetable Oil)
12.	Environmental Services Business Plans 2023/24	To recommend that Council approves the proposed business plans for the 2023/24 period
13.	Amusement Permit Renewals	Information
14.	Entertainment Licence Renewals	Information
15.	Licences Issued Under Delegated Authority	Information
16.	Pavement Café Licence Renewals	Information
17.	Petroleum Spirit Licence Renewals	Information
18.	Council Emergency Plan	Information
19.	Outcome of Legal Proceedings	Information

No	Item	Summary of key Recommendations
20.	Tyre Amnesty Pilot	<i>Information</i>
21.	Waste Data Return October to December 2022	<i>Information</i>
22.	Matters for Reporting to Partnership Panel	<i>None</i>
23.	Consultations	<i>None</i>
24.	Correspondence	<i>To recommend that Council approves the planting of trees as detailed in the proposal</i>
25.	Any Other Relevant Business (notified in accordance with Standing Order 12 (0)) IN PUBLIC	
25.1	Amenity Sites Opening hours (Councillor Bateson)	<i>That the matter of extending amenity sites opening hours during summer months is to be considered for 2024</i>
25.2	Additional Bins In Castlerock (Councillor Holmes)	<i>The issue of bin provision at the entrance to Runkerry beach is to be considered</i>
	<i>'In Committee' (Items 26-34.1 inclusive)</i>	
26.	Provision for the Haulage, Treatment, Recycling and Disposal of NWRWMG Local Authority Collected Street Sweeping and Gully Waste	<i>To recommend that Council approves the awarding of the contract to ReCon Waste Management</i>
27.	Site Investigation (SI) & Testing – Phase 1. Westbay Sea Defence Structure, Portrush	<i>To recommend that Council approve the most economically advantageous tendered bid and grant officers' permission to appointment Messrs. McErlean Associates Limited to carry out the phase 1 S.I. work, in the</i>

No	Item	Summary of key Recommendations
		<p align="center">Summary of key Recommendations sum of £22, 714.60 + VAT</p>
28.	Pre-Works Dredge Sediment Sampling, Testing and Investigation works. Major Capital Dredge Programme at Portrush, Ballycastle & Ballintoy Harbours	<p align="center">To recommend that Council approves the most economically advantageous tendered bid to allow appointment of Messrs. Geotechnical Environmental Services to carry out the regulated required S.I. works to be completed, in the sum of £55, 070.00 + VAT</p> <p align="center">The possibility of a report on Redbay Pier in Cushendall is to be investigated</p>
29.	Harbours & Marinas – Capital Infrastructure Repair to ‘Footbridge linking Portrush Harbour & Kerr Street – Stage 2 progression request’	<p align="center">To recommend that Council grants permission for officers to progress to Stage 2 of the procurement gateway at the expense as listed on Page No.1, in the estimated total sum of £13, 340.00+VAT to carry out detailed design, statutory application submissions, and a public procurement exercise to seek best competitive marketplace price</p>
30.	Request from Portrush Sea Cadets to waive service fees at Council Harbour & Marina facilities	<p align="center">To recommend that Council declines the request to support the Portrush Sea Cadets and they are charged full costs relative to services received</p> <p align="center">The Director of Environmental Services is to provide Portrush Sea Cadets with information on, and</p>

No	Item	Summary of key Recommendations
		<i>assistance with, applying for grant funding</i>
31.	Street Trading Licence Renewals	<i>Noted</i>
32.	Affordable Warmth Scheme Update	<i>Noted</i>
33.	ES Management Accounts and Financial Position 2022/23	<i>Noted</i>
34.	Any Other Relevant Business (notified in accordance with Standing Order 12 (0)) IN COMMITTEE	<i>None</i>
34.1	Court Proceedings	<i>Information</i>

**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 13 JUNE 2023 AT 7:00 PM**

In the Chair: Alderman Fielding (Chair)

Members Present: Alderman Coyle (C), S McKillop (C), Stewart (C);
Councillors C Archibald (C), Bateson (R), Callaghan (C),
Chivers (R), Hunter (R), Jonathan McAuley (C),
McGlinchey (R), Mairs (C), Stirling (C), Wilson (R)

Non-Committee

Members Present: Councillor Holmes (R)

Officers Present: A McPeake, Director of Environmental Services (C)
S McAfee, Temporary Head of Health and Built
Environment (R)
John Richardson, Head of Capital Works, Energy and
Infrastructure (R)
U Harper, Committee & Member Services Officer (C)
J Keen, Committee & Member Services Officer (C)

In Attendance: C Thompson, ICT Operations Officer (C)
J Winfield, ICT Operations Manager (C)

Press (2 no.) (R)

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

Substitutions: Alderman Coyle substituted for Councillor MA McKillop;
Alderman Stewart substituted for Councillor Kane.

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

The Director of Environmental Services undertook a roll call.

- * **A member of the Press left the meeting remotely at 7.04pm**
- * **Councillor Chivers joined the meeting remotely at 7.05pm**
- * **Councillor Holmes joined the meeting remotely at 7.05pm**

1. APOLOGIES

Apologies were recorded for Councillor McQuillan and Councillor Wallace.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING HELD WEDNESDAY 5 APRIL 2023

Summary, previously circulated.

AGREED - The Minutes of the Environmental Services Committee meeting held Wednesday 5 April 2023 were confirmed as a correct record.

4. TERMS OF REFERENCE

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

Purpose of Report

The purpose of this report is to reviews the existing Terms of Reference for the Environmental Services Committee.

Background

Scope

Causeway Coast and Glens Borough Council decided to utilise the traditional committee system as its preferred form of governance and, as a result, it has created a number of Committees to progress the work of the new Council from 1st of April 2015.

The Environmental Services Committee (“the Committee”) will be responsible for recommending to Council the key decisions and actions required to be taken specifically in relation to the work of the Environmental Services Directorate.

This will include:

- The future development of the organisational structure for the Environmental Services Directorate;
- Overseeing the delivery of any relevant service strategies for the Environmental Services Directorate and making appropriate recommendations to Council;
- Recommending to Council relevant policies and procedures for the Environmental Services Directorate;
- Monitoring and reviewing business and service delivery plans for the Environmental Services Directorate;
- Recommending to Council the establishment of external partnerships where considered relevant to the role of the Environmental Services Directorate;
- Making recommendations to Council regarding capital projects by the Environmental Services Directorate and monitoring the implementation of any capital projects by the Environmental Services Directorate;
- Making recommendations to Council and monitoring funding sources and mechanisms to assist with various initiatives, projects and actions within the remit of the Environmental Services Directorate;
- Recommending to Council the resolution of any associated issues;
- Considering the resource implications of any recommendations.

Membership

The Committee is comprised of the sixteen Elected Members and they were appointed to the Committee at the Annual General Meeting of Council on 30th May 2023. Members may be required to represent the Committee and Council at pertinent consultation and capacity building events. The membership list for the Committee is provided at Annex A (circulated).

Chair

The Committee will be chaired in 2023/24 by Alderman Mark Fielding (DUP). In the absence of the Chairperson, the Committee will be chaired by the Deputy Chairperson, Councillor Ciarán Archibald (Sinn Fein). In the absence of the Deputy Chairperson, a chair for the meeting will be agreed by the Members present.

Meetings

The first meeting of the Committee of the newly elected Council will be held on Tuesday 13th June 2023, when the Terms of Reference will be agreed. The Environmental Services Committee will normally meet on the second Tuesday of each month at 7.00 pm except when this falls within a recess period agreed by Council. A schedule of meetings for the Committee for the 2023/24 year are attached as Annex B. All meetings of the Committee will be governed by the Council's Standing Orders and the Local Government Code of Conduct for Councillors.

Sub-Committees and Working Groups

The Committee has the facility, if it so wishes, to establish and appoint any number of Sub-Committees and Working Groups it deems necessary to consider in more detail the work of the Committee concerning specific issues related to the Environmental Services Directorate. The following Working Groups are proposed for 2023/24 year.

- Asset Realisation Working Group
- Trading Working Group
- Climate Emergency Forum

Communication and Reporting

The Minutes of the Committee will be reported at each meeting of Causeway Coast and Glens Borough Council by the Chair of the Committee.

Recommendation

It is recommended that the Environmental Services Committee recommends to Council the approval of the Terms of Reference as set out in this report.

Proposed by Alderman S McKillop
Seconded by Councillor Callaghan and

AGREED – to recommend that Council approves the Terms of Reference as set out in this report.

5. ENTERTAINMENTS LICENSING REPORT

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

ENTERTAINMENTS LICENCE

(i) GRANT OF ANNUAL INDOOR ENTERTAINMENTS LICENCE

Ref: EL259

Premises: Joey Dunlop Leisure Centre, 33 Garryduff Road, Ballymoney

Application: Grant of an Occasional Indoor Entertainments Licence for Theatrical Performance, Dancing, Singing, music or any other entertainment of a like kind. Indoor Public Contests Matches, exhibitions or displays of boxing, wrestling, judo, karate or any similar sport, billiards, pool, snooker, or any similar game, darts or other sports

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

Monday – Friday 06:30hrs to 12:30hrs

Saturday 09:00hrs to 23:45hrs

Representations: To be received by 14th April 2023

PSNI and NIFRS: PSNI have no objections
NIFRS have no objections

Recommendation:

It is recommended to grant an annual entertainments licence subject to compliance with any recommendations of the Council's Licensing Section and the absence of any representations/objections.

(ii) GRANT OF INDOOR ENTERTAINMENTS LICENCE

Licence No: EL187

Premises: McAllister Hall, Moyle Road, Ballycastle

Application: Grant of an Annual Indoor Entertainments Licence for Dancing, Singing, music or any other entertainment of a like kind; Theatrical Performance; Boxing, wrestling, judo, karate or any similar sport; billiards, pool, snooker or any similar game; darts; Other Sports

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

Monday – Sunday 09:00hrs to 00:00hrs

PSNI & NIFRS: No objections received

Recommendation:

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

(iii) GRANT OF INDOOR ENTERTAINMENTS LICENCE

Licence No: EL401

Premises: Glór Dhún Geimhin, 41 Main Street, Dungiven

Application: Grant of an Annual Indoor Entertainments Licence

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

Monday to Sunday: 10:00 hrs to 00:30 hrs

Representations: Closing date 19.th June 2023

PSNI & NIFRS: Closing date 14th June 2023

Recommendation:

It is recommended to grant an Annual Entertainments Licence subject to compliance with any recommendations of the Council's Licensing Department, no representations being received and no objections from PSNI and NIFRS.

Proposed by Councillor Hunter
Seconded by Alderman S McKillop and

AGREED – to recommend that Council grant Entertainment Licences (i-iii) above as set out.

6. PAVEMENT CAFÉ LICENSING REPORT

Report, previously circulated, was presented by the Director of Environmental Services who advised that the Temporary Head of Health and Built Environment was also in attendance to answer questions.

Pavement Café Licence Application

Licence No: PC28

Premises: Harbour Bar & Bistro, 6 Harbour Road, Portrush

Application: Grant of a Pavement Café Licence

Days and times on which it is applied to provide a pavement café:

Monday to Saturday: 11:30 hrs to 23:30 hrs

Sunday: 12:30 hrs to 23:30 hrs

Representations: No objections.

Department of Infrastructure Transport NI:

The Department has given the proposal of this application consideration and cannot approve a Pavement Café Licence at the above location. As stipulated in the guidance document, the minimum maintained footway width should be 2.0m in areas of high pedestrian activity. The proposed 1.0m maintained footway is not adequate to allow pedestrians/wheelchair users etc, to safely pass without having to move onto the carriageway.

PSNI : No objections

Discussion

Section 4 of the Licensing of Pavement Cafes Act (Northern Ireland) 2014 places an onus on District Councils to grant a pavement café licence unless one of the grounds for refusing an application applies. Before deciding on an application, a council must consult with the Department for Infrastructure's TransportNI and where the premises is a public house, the PSNI.

Section 4 of the Act Licensing of Pavement Cafes Act (Northern Ireland) 2014 provides the following grounds for refusal:

- the proposed pavement café area is unsuitable for that purpose;
- the use of that area as a pavement café would be likely to result in undue interference or inconvenience to persons or vehicles in the vicinity, or in disorder;
- the applicant has made, in connection with an application, a statement they knew to be false, or failed to fix a notice to the premises specified in the application, or has had a pavement café licence revoked for reasons within the applicant's control.

"Guidance to the Licensing of Pavement Café Act (Northern Ireland) 2014" – July 2019 has been prepared by DfC to assist district councils with the implementation of the statutory scheme.

In relation to Council decisions on whether to grant a pavement café licence the above guidelines state 'The likely adverse impacts on individuals or vehicles will need to be considered very carefully, particularly in relation to disabled people, older people and others with mobility needs including all pram and wheelchair users. The overriding premise is that the needs of users of the pavement are paramount and shall not be compromised to the extent that they cannot follow their natural route.

DfC guidelines on licensing of pavement cafes can be found at:

<https://www.communities-ni.gov.uk/publications/guidelines-licensing-pavement-cafes-act-northern-ireland-2014>

DfI have objected to the above application on the grounds that there is insufficient footway to allow pedestrians/wheelchair users etc, to safely pass without having to move onto the carriageway.

Options

It is considered that there are two options available to Committee.

- (a) The Committee may recommend to Council to approve this application.
- (b) The Committee may recommend to Council that it should refuse the application.

Should option (b) be recommended by the Committee and ratified by Council, in accordance with section 21 of the Act, the applicant has a right of appeal to the Magistrate's Court.

Recommendation

It is recommended that the Environmental Services Committee consider the statutory responses and recommends to Council a decision on whether a pavement café licence should be granted or refused to the above premises.

- * **The Head of Capital Works, Energy and Infrastructure joined the meeting remotely at 7.18pm**
- * **A member of the Press joined the meeting remotely at 7.22pm**

Alderman Coyle stated that restrictions on footways present a problem, particularly for the visually impaired. He stated that based on the DfI (Department for Infrastructure) objection, he was minded to refuse the application. He noted that if it were approved, disability discrimination legislation might be invoked by an objector, and he is unclear whether such a case would be taken against the Harbour Bar or against Causeway Coast and Glens Borough Council.

Alderman S McKillop stated that she felt torn as she is aware that the business is trying to meet customer needs, but the footpath does not lend itself to disabled access. She suggested that the Council write to DfI requesting that it modify the footpath outside the Harbour Bar.

Councillor Bateson stated that there is a balance to be struck between the needs of a business and those of individuals with additional needs. He proposed that the Council defers a decision on the matter and tries to establish a compromise between the Harbour Bar and DfI.

The Temporary Head of Health and Built Environment advised that the Harbour Bar was aware that the footway width would be an issue when submitting the application and that there is a concern regarding people being forced to step into the road. She advised that the current pavement width is approximately 2.5 metres and that the addition of benches and an enclosure would reduce the footway to 1 metre.

The Director of Environmental Services advised that refusal of the current application does not prohibit the Harbour Bar from making a new application.

Councillor Wilson stated that the Dfl guidance is clear and that there is nothing more that the Council can do to resolve this matter, but he would accept the decision to defer if that was the overall sentiment of the Committee.

Proposed by Alderman S McKillop
Seconded by Alderman Coyle and

AGREED – to recommend that Council defers a decision on this Pavement Café licence application pending further discussions with the Harbour Bar and the Department for Infrastructure.

7. BUSINESS CONTINUITY MANAGEMENT POLICY

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

Purpose of Report

The purpose of this report is to seek Council approval of the Business Continuity Management Policy.

Background

An Internal Audit identified improvements which could be made in relation to Council strategy on business continuity. The audit recommended that a Business Continuity Policy be developed.

The policy previously circulated to Members addresses this recommendation. The aim of the policy is to develop, establish, implement and manage a robust Business Continuity Management System framework which will enable Council to make informed decisions and respond to incidents or disruptions to the delivery of its services for the local community.

Recommendation:

It is recommended that the Environmental Services Committee recommends to Council the adoption of the Business Continuity Management Policy.

Proposed by Alderman Coyle
Seconded by Councillor Bateson and

AGREED – to recommend that Council adopts the Business Continuity Management Policy.

8. CORPORATE BUSINESS CONTINUITY PLAN

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

Purpose of Report

The purpose of this report is to seek Council approval of the Corporate Business Continuity Plan.

Background

An Internal Audit identified improvements which could be made in relation to Council's Corporate Business Continuity Plan and recommended that the plan be reviewed.

The plan previously circulated to Members addresses this recommendation. The plan sets out the priorities, management structures and communication mechanisms to ensure an appropriate response to incidents that cause significant disruption to Council services.

Recommendation:

It is recommended that the Environmental Services Committee recommends to Council the adoption of the Corporate Business Continuity Plan.

Proposed by Councillor Callaghan
Seconded by Councillor C Archibald and

AGREED – to recommend that Council adopts the Corporate Business Continuity Plan.

9. NEW MODEL LICENCE CONDITIONS FOR ENTERTAINMENTS LICENCES

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

Purpose of Report

The purpose of this report is to seek Council approval to adopt and incorporate new Model Licence Conditions for Entertainments Licences.

Background

The Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985 provide the legislative framework for District Councils to issue Entertainments Licences to relevant places who provide entertainment. The main purpose of this licence is to ensure the premises are safe and to minimise noise disturbance from entertainment.

In June 1986 the Department for the Environment (DOE) published "Model Terms, Conditions and Restrictions for Indoor Entertainment" which formed the basis of the conditions included in every Entertainments Licence issued by any District Council

In 2014 the DOE initiated a review of the Entertainments Licencing system and a significant recommendation from this review was that the "Model Terms, Conditions and Restrictions for Indoor Entertainment" be modernised and

updated with the intention of creating updated management rules which all Councils could use to ensure consistency of approach across Northern Ireland.

In 2022 the Department for Communities published the new “Model Terms, Conditions and Restrictions and Technical Requirements and Management Rules for Indoor and Outdoor Places of Entertainment” and instructed District Councils to have regard to these new standards. These new conditions broadly reflect the previous conditions but with more references to technical standards that have been developed since 1986.

There has been a delay in implementing these new standards by District Councils as there was a desire to consider them at a Regional Level by the Northern Ireland Licencing Forum. No consistent approach has been agreed by District Councils and after consideration the advice is for each District Council to use the new standards as they see fit.

The new “Model Terms, Conditions and Restrictions and Technical Requirements and Management Rules for Indoor and Outdoor Places of Entertainment” are attached at appendix 1 (circulated).

Recommendation

It is recommended that the Environmental Services Committee recommends to Council that the new “Model Terms, Conditions and Restrictions and Technical Requirements and Management Rules for Indoor and Outdoor Places of Entertainment” are adopted by Council as the basis for any future grant or renewal of Entertainments Licences within the Borough.

Proposed by Councillor Bateson
Seconded by Councillor C Archibald and

AGREED – to recommend that Council adopts the new “Model Terms, Conditions and Restrictions and Technical Requirements and Management Rules for Indoor and Outdoor Places of Entertainment” as the basis for any future grant or renewal of Entertainments Licences within the Borough.

* **Councillor McGlinchey joined the meeting remotely at 7.39pm**

10. OUTWORKINGS OF THE 2021 REVIEW OF THE CARAVANS ACT (NI) 2011

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

Purpose of Report

The purpose of this report is to seek Councils views and comments on the proposal to exempt the Northern Ireland Housing Executive (NIHE) from the requirement to hold a caravan site licence for its Travellers’ sites.

Background

The Department for Infrastructure (DfI) holds responsibility for the Caravans Act (Northern Ireland) 1963. Caravan sites are controlled through the Act's licensing system which is administered by District Councils. NIHE has responsibility for the provision of serviced sites for the Irish Travelling community.

DfC has published the summary report relating to the 2021 Review of the Caravans Act (Northern Ireland) 2011 and is available at <https://www.communities-ni.gov.uk/publications/2021-review-caravans-act-northern-ireland-2011>

One of the recommendations in section 7 of the report is a proposal for an amendment to the Caravans Act (NI) 1963 seeking exemption to licences for Travellers' sites on land owned by the Housing Executive.

DfI are considering this proposal and issued correspondence on 27th April 2023 (see Appendix 1 to this report) seeking the views of Council.

A suggested response is detailed below:

Causeway Coast and Glens Borough Council has no significant concerns or objections to providing Northern Ireland Housing Executive with an exemption from obtaining a Caravan Site Licence under the Caravans Act 1963 for the provision of caravan sites for Irish Travellers providing such sites will be required to adhere to the safety requirements of the Model Licence Conditions for Caravan Sites and the Northern Ireland Fire Service.

Recommendation

It is recommended that the Environmental Services Committee endorses the response.

Proposed by Councillor Bateson
Seconded by Alderman Stewart and

AGREED – to endorse the response as drafted.

11. HVO (HYDROTREATED VEGETABLE OIL) FUEL TRIAL

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

Purpose of Report

The purpose of this report is to advise Members of the intention to trial the use of HVO (Hydrotreated Vegetable Oil) for an initial period of 6 months.

Background

HVO (Hydrotreated Vegetable Oil) fuel is a fossil-free paraffinic diesel which can be used as a direct replacement for mineral diesel fuel. Made from certified waste materials, HVO fuel supports the circular economy and helps to reduce net CO₂ greenhouse gas emissions by up to 90%.

The trial will operate out of Coleraine Depot and the fuel will be used in refuse collection vehicles.

During the trial period, HVO fuel will be supplied by Nicholl Oils. Nicholl Oils will also supply the necessary fuel tank free of charge.

It is anticipated that 2,000 litres of HVO fuel will be used per week at an additional cost of £0.45 per litre compared to standard diesel.

* **Councillor Chivers left the meeting at 7.46pm.**

Recommendation:

It is recommended that the Environmental Services Committee approve the trial, for an initial period of 6 months, of the use of HVO (Hydrotreated Vegetable Oil).

Proposed by Councillor Bateson
Seconded by Councillor Callaghan and

AGREED – to recommend that Council approves the trial, for an initial period of 6 months, of the use of HVO (Hydrotreated Vegetable Oil).

12. ENVIRONMENTAL SERVICES BUSINESS PLANS 2023/24

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

* **Alderman S McKillop left the Chamber at 7.48pm**

Purpose of Report

The purpose of this report is to present to Members the 2023/2024 Environmental Services Business Plans for consideration and approval.

Background

As Council enters the first year of the new Council term it is important to both look ahead to what ES Directorate wishes to achieve in 2023/24 but also review what has been achieved in 2022/23 . The business plans represent a continuation of work from the 22/23 period, as well as, new targets for 23/24 for each of the service areas:

- Estates
- Health & Built Environment
- Infrastructure
- Operations

The plans for each of the aforementioned service area are developed based upon:

- The emerging actions from the Community Planning Process.
- The Council's exiting Corporate Plan.
- Endorsed service area strategies.
- Relevant Central government strategies and policies.

- Council decisions and direction from the previous financial year.

The Purpose Of The Plans

The purpose of the annual business plans is to:

- Give a clear sense of what the service is for and the challenges it faces.
- Show how it is supporting Council’s priorities.
- Show how it is contributing to the efficiency drive and transformation of service delivery.
- Show how it is aligning its resources to meet the challenges ahead.
- Help us to hold ourselves to account and ensure we deliver for Council and its residents.
- Bring key information together in one place about the service, which Members, staff and stakeholders can understand.

Financial Position

Year End Position for 22/23 has been issued in draft form with ES directorate achieving a significant favourable variance of £1.325m. This was achieved by my staff despite the pressures of cost increases through the staff pay award, energy, fuel and maintenance.

Council 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 2022/23 was £ 26,388,082.00.

The Draft Environmental Services position at Period 12 shows a £1,325,065.73 positive variance. This includes predicted increases in employee costs based on the National Pay Award, as well as, the Trade Union and Council agreement.

The main costs and income attributing to the ES P12 position are summarised as follows as variances against budget.

- Employee cost variance - £526k (Adverse)
- Premises variance - £226k (Favourable)
- Transport Costs - £12k (Adverse)
- Car Park Income (including trading concessions) - £256k (Favourable)
- Waste Contract Costs - £346k (Favourable)

The impact of these costs have been mitigated by costs savings throughout ES.

ES budget for 2022/23 is £27,300,508.78 and a breakdown by Service Area is noted below.

ENVIRONMENTAL SERVICES	2022/23 BUDGET	2023/24 BUDGET		
		Budgeted Gross Expenditure	Budgeted Gross Income	Budgeted Net Expenditure
Estates	4,078,819.00	4,646,436.00	199,380.00	4,447,056.00

Health and Built Environment	2,204,968.00	3,888,395.00	1,466,117.88	2,422,277.12
Infrastructure	262,505.00	2,289,090.98	2,176,527.32	112,563.66
Operations	19,088,931.00	21,176,868.00	1,640,205.00	19,536,663.00
ES Business Support	614,509.00	639,662.00		639,662.00
Environmental Services CM	138,350.00	142,287.00		142,287.00
ES Total	26,388,082.00	32,782,738.98	5,482,230.20	27,300,508.78

The Environmental Services Risk Register (Update May 2023) was circulated to Members in advance of this meeting.

Recommendation:

It is recommended that the Environmental Services Committee approves the proposed business plans for the 2023/24 period, providing a focus for officers responsible for delivering Environmental Services.

Councillor Hunter paid tribute to the Environmental Services team with regard to the outcomes detailed in the report, particularly the budget position.

Proposed by Councillor Hunter
 Seconded by Councillor C Archibald and

AGREED – to recommend that Council approves the proposed business plans for the 2023/24 period.

13. AMUSEMENT PERMIT RENEWALS

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

THE BETTING, GAMING, LOTTERIES AND AMUSEMENTS (NI) ORDER 1985

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

<u>Licence No:</u>	<u>Name of Premises</u>
AP003	Sportsland Amusement
AP002	Phils Amusements

Committee NOTED the report.

14. ENTERTAINMENT LICENCE RENEWALS

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

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>
EL314	The Vale Centre
EL252	St James Presbyterian Church
EL411	The Roost Bar
EL152	Marquee at Kilmore Country House
EL301	Kilmore Country House
EL218	Ballybrakes Community Indoor Bowling Club
EL334	Ballykelly Presbyterian Church Hall
EL323	Largy Community Hall
EL240	The Robinson Hall
EL293	Cushendall Golf Club
EL179	Limepark
EL005	Anchor Bar Complex
EL380	Old Church Centre
EL104	St Marys Star of the Sea Parish Centre (Variation)
EL341	Frank Owen's Ltd
EL264	St Joseph's Parish Centre
EL097	Ramore Restaurant
EL328	Gortnaghey Community Centre
EL223	Ballymoney United Football Recreation & Social Club
EL029	Coleraine Town Hall
EL256	Ballymoney Town Hall
EL028	Coleraine Rugby, Football, Cricket and Hockey Club
EL327	Roe Valley Leisure Centre
EL274	North Irish Horse Inn

<u>Unique Reference Number</u>	<u>Name of Premises</u>
EL317	Crown Bar and Off Sales
EL090	Mussenden Temple
EL321	Marquee in The Secret Garden (Drenagh)
EL320	Drenagh House
EL122	NW200 Hospitality Marquee
EL219	Ballymoney High School
EL016	Bushfoot Golf Club
EL012	Bertha's Bar
EL381	Roe Valley Arts & Cultural Centre

Committee NOTED the report.

15. LICENCES ISSUED UNDER DELEGATED AUTHORITY

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

The below licence was issued under Delegated Authority during the last report period:

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NI) ORDER 1985

Reference No	Premises:	License
EL306	Armada Inn, Hillside Road, Armoy	Grant of annual indoor entertainments licence. Days and times on which it is applied to provide entertainment: Monday – Saturday 11:30hrs to 01:00hrs Sunday 12:00hrs to 00:00hrs
Circus 004	Circus Vegas T/A American Circus	Grant of an Occasional indoor entertainments licence Days and times on which it is applied to provide entertainment: Circus to run from Friday 28/4/2023 to Sunday 7/5/2023, over 2 weekends. (first weekend – Fri/Sat/Sun/Mon – second weekend Thurs/Fri/Sat/Sun) One 4 hour performance on these days

EL254	The Village Inn, 1 Bellaghy Road, Dunloy	Transfer of an annual indoor entertainments licence Days and times on which it is applied to provide entertainment (as per current licence): Monday to Saturday: 11:00 hrs to 01:30 hrs Sunday: 11:00 hrs to 00:00 hrs
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Consultations with PSNI and NIFRS regarding the above applications resulted in no objections being received.

Delegated authority was used to issue licences for the above applicants due to time constraints and to enable the premises to provide entertainment.

Decisions to grant or vary entertainment licences will continue to be brought before Council with delegated authority used only in exceptional circumstances.

Street Trading (NI) Act 2001

Unique Reference No	Street Trading License	Location
TST 006/2023	Temporary Street Trading	Upper Main Street, Dungiven
TST 007/2023	Temporary Street Trading	Upper Main Street, Dungiven

Delegated authority was used to issue licences for the above applicants due to time constraints and to enable traders to trade at the County Derry Fleadh from 05.06.23 to 11.06.23 between 10:00hrs - 01:00hrs each day.

Temporary street trading licenses have previously been issued for the 2011 Ulster Fleadh at the stated location.

Caravans Act (NI) 1963

Reference No	Premises:	Caravan Site License
CC&G/2023/001(T)	Foriff Caravan Park, Glenariffe	Grant of a transfer of the Caravan Site Licence to new owners.

Delegated authority was used to issue licences for the above applicants due to time constraints and to enable the premises to continue trading.

Local Government (Miscellaneous Provisions) (NI) Order 1985

Articles 13 &14, Practice of Acupuncture/Business of Cosmetic Piercing/Tattooing/Semi-Permanent Skin-Colouring/Electrolysis

<u>Unique Reference Number:</u>	<u>Name of Premises</u>	<u>Type of Registration</u>
CP01/2023	Beauty by Karolina	Cosmetic Piercing
SP03/2023	Semi Permanent Make Up Academy	Semi-Permanent Skin Colouring
AP01/2023	Barbara Strawbridge	Acupuncture

Committee NOTED the report.

16. PAVEMENT CAFÉ LICENCE RENEWALS

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

LICENSING OF PAVEMENT CAFES ACT (NORTHERN IRELAND) 2014

The undernoted applications for a pavement café licence have been received, acknowledged and processed during the report period.

<u>Unique Reference Number</u>	<u>Name of Premises</u>
PC25	Coleraine Post Office & Mauds Cafe

Committee NOTED the report.

17. PETROLEUM SPIRIT LICENCE RENEWALS

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

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>
PL067	Kennys Spar Coleraine
PL045	Barkley's Service Station
PL058	PSNI Limavady
PL064	Craig's Ballyclose Street
PL019	Supervalu Portstewart
PL049	Armoy Filling Station
PL024	Spar Mountsandel

PL051	Costcutter
PL006	Larkhill Service Station
PL012	Spar Millburn
PL028	Eursopar Hillcrest
PL061	Greenbank Service Station
PL066	Solo Express

Committee NOTED the report.

18. COUNCIL EMERGENCY PLAN

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

Purpose of Report

The purpose of this report is to inform members of a review of the Emergency Plan for the organisation.

Background

The Council Emergency Plan provides a framework to enable decisions to be made and an appropriate response provided with a minimum of delay, regardless of the type of emergency occurring within the Borough.

The aim of the plan is to assist Causeway Coast and Glens Borough Council in meeting the expectations of the public, central government and the emergency services in an emergency situation.

Officers together with the internal Emergency Planning Implementation Group have reviewed and updated the existing Emergency Plan to reflect changes in the membership of Council's Emergency Management Team and incident notification report form.

A copy of the revised document is available in the members' library and hardcopy is available to members upon request.

Recommendation:

It is recommended that the Environmental Services Committee notes the above report.

Proposed by Alderman Coyle
Seconded by Councillor Bateson and

Committee NOTED the report.

19. OUTCOME OF LEGAL PROCEEDINGS

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

Purpose of Report

The purpose of this report to update members on the outcome of recent legal proceedings.

Background

Council is the enforcing authority for a wide range of legislation. This enforcement role has been delegated to the staff of the Environmental Services Directorate.

Outcome of Legal Proceedings

The following cases were referred for legal proceedings and heard at Coleraine Magistrates Court sitting at Ballymena Courthouse in May 2023. The results of prosecution are as follows:

Unlawful Eviction

A private landlord was successfully prosecuted for the offence of unlawful eviction between 20 October 2020 and 13 November 2020 at a private rental address on Altnahinch Road, Loughguile, in a case brought by the Public Health & Housing Team.

In a complaint made to Council, the tenant stated their landlord, had changed the locks and would not allow him to return to the property. The landlord was subsequently contacted by Council, and claimed the tenant had breached the tenancy agreement and would not be allowed to return to the property. Despite a Council Environmental Health Officer advising the landlord of due process for ending a tenancy and the legal requirement to issue a notice to quit, the landlord remained insistent that the tenant would not be permitted to return to the property. At the time the notice to quit period the tenant was entitled to was 12 weeks' notice.

Unlawful eviction is an offence under Article 54(1) The Rent (NI) Order 1978 as amended by Article 60 of The Private Tenancies (NI) Order 2006. The defendant entered a guilty plea and a fine of £250 was handed down along with an order to pay costs of £169 and a £15 offender levy.

Due process must be followed when ending a tenancy. The written minimum notice to quit period a tenant must be given depends on the length of the tenancy and is set out in the table over page. If a tenant fails to leave the property when the notice to quit period has expired, a landlord must apply for a court order to get possession of the property, and this would be enforced by the courts.

Minimum Notice to Quit Period

Length of tenancy	Notice to quit
Tenancy not been in existence for more than 12 months	No less than 4 weeks' written notice
Tenancy has been in existence for more than 12 months but not more than 10 years	No less than 8 weeks' written notice
Tenancy has been in existence for more than 10 years	No less than 12 weeks' written notice

Dog Attack on another animal

Ref. No.	Offence	Result of Proceedings
LC1113171	<p>A dog attack on a dog contrary to Article 28 (1) (b) of the Dogs (NI) Order 1983</p> <p>A Staffordshire Bull Terrier escaped from the owner's property and attacked a neighbour's Jack Russell Terrier.</p>	<p>Conviction</p> <p>Fine: £250 for the offence of a dog attack on another dog.</p> <p>Court costs of £127 were also granted along with an offender levy of £15.</p>

Unlicensed dogs

Ref. No.	Offence(s)	Result of Proceedings
LC1114539	<p>Keeping a dog without a valid licence contrary to Article 17 (1) of the Dogs (NI) Order 1983.</p> <p>Failure to licence a Staffordshire Bull Terrier</p>	<p>Conviction</p> <p>Fine: £150 for the offence of failing to licence a dog. Court costs of £109 were also granted along with an offender levy of £15.</p>

Ref. No.	Offence(s)	Result of Proceedings
LC1112394	<p>Keeping a dog without a valid licence contrary to Article 17 (1) of the Dogs (NI) Order 1983.</p> <p>Failure to licence a Pug type dog, a Chihuahua type dog and a German Shepard.</p>	<p>Conviction</p> <p>Fine : £200 for the offence of failing to licence 3 dogs.</p> <p>Court costs of £135 were also granted along with an offender levy of £15.</p>

The Litter (Northern Ireland) Order 1994

Ref. No.	Offence(s)	Result of Proceedings
824638	<p>Depositing and leaving litter on the ground contrary to Article 3(1) of The Litter (Northern Ireland) Order 1994.</p>	<p>Conviction</p> <p>Fine: £150 for the offence of depositing and leaving litter.</p> <p>Court costs of £135 were also granted along with a £15 offender levy.</p>

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Recommendation

It is recommended that the above information is noted.

Committee NOTED the report.

20. TYRE AMNESTY PILOT

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

Purpose of Report

The purpose of this report is to advise Members of Council's participation in a tyre amnesty pilot scheme.

Background

The Environmental Health Service is working in partnership with the Northern Ireland Environment Agency (NIEA) to implement a tyre amnesty pilot scheme with the aim of reducing incidences of both illegal dumping of tyres and their use in traditional bonfires.

The illegal dumping of tyres is a common problem across Northern Ireland and significant resources are utilised in collecting and legally disposing of them after they have been dumped.

Tyres have also been an issue on traditional bonfires. In recent years significant efforts have been to reduce the number of tyres on bonfires primarily through community engagement and encouragement and Council facilitating the removal of tyres from sites with community consent.

There is an indication that some illegally dumped tyres may originate from agricultural premises where they are traditionally used to weigh down silage covers etc.

Council was approached by NIEA to pilot a scheme whereby any agricultural premises who wished to dispose of old tyres could do so free of charge. The pilot is operating in two ways:

- Any agricultural premises with less than 50 old tyres for disposal can deposit them at the Councils Civic Amenity Sites. There are four Council sites who can receive tyres, in Limavady, Ballycastle, Coleraine and Ballymoney. These tyres will subsequently be collected and disposed of by NIEA free of charge.

- Any agricultural premises, within the whole Borough, with more than 50 tyres for disposal can contact NIEA who will arrange collection and disposal from the premises, again free of charge.

NIEA have promoted the scheme by engaging with Ulster Farmers Union who in turn promote the scheme to their members.

NIEA provided Council with posters for use at each Civic Amenity site. The scheme was implemented by the Environmental Warden for the Ballymoney area who distributed the posters and engaged with the management of the Civic Amenity Sites to prepare them.

Once the scheme concludes, after the summer, it is anticipated that NIEA will furnish Council with data regarding the quantity of tyres disposed of through the program. The initiative is set to operate from May until the end of July.

NIEA also implement an annual programme of inspection of local tyre retailers to prevent illegal tyre disposal in general and to prevent their use on traditional bonfires. On 12th May 2023 Council Environmental Wardens worked in partnership with officers from NIEA to jointly inspect ten tyre retailers within the Borough to provide advice. NIEA found the initiative valuable both practically and in sending out a strong message.

The Director of Environmental Services noted that while this scheme is primarily aimed at the agricultural sector, it will be open to all.

Recommendation:

It is recommended that the Environmental Services Committee notes the content of the above report.

Committee NOTED the report.

21. WASTE DATA RETURN OCTOBER TO DECEMBER 2022 (PROVISIONAL)

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

Purpose of Report

The purpose of this report is to advise Members on the publication of provisional waste statistics on 27th April 2023 by the Department of Agriculture, Environment and Rural Affairs (DAERA) for the October to December 2022 reporting period.

Background

DAERA produce quarterly provisional Northern Ireland local authority collected municipal waste management statistics between April and March each year.

The publication provides information on local authority collected municipal waste from household and non-household sources and recycling and landfill rates.

In November each year, notwithstanding any delays, the Department produces a validated report for the proceeding April to March 12 month reporting period.

Information

Provisional statistics for recycling performance in the October to December 2022 reporting period as follows.

Household waste sent for preparing for reuse, dry recycling and composting was 53.6%. The Northern Ireland average was 49.1%. Council ranked 3rd for reporting period.

Household waste dry recycling rate was 30.9%. The NI average was 24.8%. Council ranked 1st for reporting period.

Household waste composting rate was 22.3%. The NI average was 24.1%. Council ranked 8th for reporting period.

Municipal waste sent for preparing for reuse, dry recycling and composting was 49.1%. The Northern Ireland average was 48.0%. Council ranked 6th for reporting period.

Waste from households (WfH) preparing for reuse and recycling including composting was 44.1%. The Northern Ireland average was 47.3%. Council ranked 9th for reporting period.

There is a statutory requirement on UK Local Authorities to achieve a Waste from Households (WfH) recycling rate of 50%. The WfH recycling rate is a harmonised indicator across the four UK countries.

Recommendation:

It is recommended that the Environmental Services Committee note the provisional recycling statistics for October to December 2022 reporting period published by DAERA.

Committee NOTED the report.

22. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to Partnership Panel.

23. CONSULTATIONS

There were no consultations.

24. CORRESPONDENCE

Purpose of Report

The purpose of this report is to present correspondence for Members consideration.

The following correspondence has been received:

Ballymoney Royal British Legion (email dated 4th April 2023)

Summary

Ballymoney RBL are seeking permission to plant 2 trees which originate from Thiepval Wood and have been provided by the Veterans Commissioner Mr. Danny Kinahan. Ballymoney RBL wish to plant one tree at the top of the driveway turning left as one walks up the entrance into Ballymoney Cemetery and the other possibly in Megaw Park. The Cemetery is not on the Council's approved list of locations but Ballymoney RBL highlight the rationale for planting the trees is part of the Queens Green Canopy project which Council's have supported throughout the UK.

Recommendation

It is recommended that the Environmental Services Committee consider the correspondence.

* **Alderman S McKillop returned to the Chamber at 7.54pm**

Proposed by Councillor Wilson
Seconded by Councillor Hunter and

AGREED – to recommend that Council approves the planting of trees as detailed in the proposal.

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

25.1 Amenity Sites Opening hours (Councillor Bateson)

'Amenity sites late opening hours over the summer'

Councillor Bateson spoke to his proposal to have extended opening hours for Council amenity sites over the summer months. Currently, amenity sites are only open late on one evening – Councillor Bateson requested that they open at least one more evening per week.

The Director of Environmental Services advised that this would not be possible in the current financial year as it has not been budgeted for. It could be considered during the rates setting meeting for the next financial year.

Councillor Callaghan asked whether the amenity site opening hours could be rearranged, whereby a later closing time could be offset by a later opening time.

The Director of Environmental Services advised that this could be considered for future years, but that currently, existing staff contracts would make this difficult to implement.

Alderman Coyle noted that an effort should be made to accommodate use of the amenity sites in an effort to minimise illegal dumping.

The Director of Environmental Services advised that the matter of extending amenity sites opening hours during summer months could be considered for 2024.

25.2 Additional Bins In Castlerock (Councillor Holmes)

‘Additional bins for Castlerock’

Councillor Holmes spoke to his request for additional bins to be installed in Castlerock, and to have the public bins emptied in the evenings.

The Director of Environmental Services advised the Committee that several additional bins have now been installed at the entrance to Castlerock beach, and that there is a Seasonal Cleansing Operative for Castlerock but they do not operate until July.

Alderman S McKillop stated that there is a need for a permanent bin to be installed at the entrance to Runkerry beach, where the temporary bin is currently situated.

The Director of Environmental Services advised that he would consider the issue of bin provision at the entrance to Runkerry beach.

In response to Councillor Bateson’s querying why the item of business on the Affordable Warmth Scheme was to be held ‘In Committee’, the Director of Environmental Services advised that it was because the matter involved staffing implications.

MOTION TO PROCEED ‘IN COMMITTEE’

Proposed by Councillor Callaghan
Seconded by Alderman S McKillop and

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

* **Press left the meeting at 8.10pm.**

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.

26. PROVISION FOR THE HAULAGE, TREATMENT, RECYCLING AND DISPOSAL OF ‘NWRWMG’ LOCAL AUTHORITY COLLECTED STREET SWEEPING AND GULLY WASTE

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

* **Councillor Holmes left the meeting at 8.12pm**

Purpose of Report

The purpose of this report is to present a recommendation for consideration and approval based on the results of the tender evaluation carried out on the response(s) received to the invitation to tender for the provision for the haulage, treatment, recycling and disposal of NWRWMG local authority collected street sweeping and gully waste.

Invitation to tender was issued by the North West Region Waste Management Group (NWRWMG) on behalf of member councils.

The purpose of the procurement was to ensure that suitably qualified providers were invited to tender to meet the requirements of the NWRWMG and its constituent councils.

NWRWMG tender evaluation report, dated May 2023, is included in appendix A (circulated).

Recommendation:

It is recommended that the Environmental Services Committee consider the result of the evaluation and approves the awarding of the contract to ReCon Waste Management.

Proposed by Alderman Coyle
Seconded by Councillor Callaghan and

AGREED – to recommend that Council approves the awarding of the contract to ReCon Waste Management.

27. SITE INVESTIGATION (SI) & TESTING – PHASE 1. WESTBAY SEA DEFENCE STRUCTURE, PORTRUSH

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

Purpose of Report

The purpose of this report is to request that Members consider, and if acceptable, grant officers' permission to appoint the most economically advantageous tenderer for Phase 1 Site Investigation (SI) works at Westbay Sea Defence, Portrush, thereby allowing commencement of the site investigation works.

Recommendation

It is recommended that Members approve the most economically advantageous tendered bid and grant officers' permission to appointment Messrs. McErlean

Associates Limited to carry out the phase 1 S.I. work, in the sum of £22, 714.60 + VAT.

Note: phase 2 of the SI costs shall be brought to Members for further consideration at a later date.

Proposed by Alderman McKillop
Seconded by Councillor C Archibald and

AGREED – to recommend that Council approve the most economically advantageous tendered bid and grant officers' permission to appointment Messrs. McErlean Associates Limited to carry out the phase 1 S.I. work, in the sum of £22, 714.60 + VAT.

28. PRE-WORKS DREDGE SEDIMENT SAMPLING, TESTING AND INVESTIGATION WORKS. MAJOR CAPITAL DREDGE PROGRAMME AT PORTRUSH, BALLYCASTLE & BALLINTOY HARBOURS

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

* **Councillor Stirling left the Chamber at 8.20pm**

Purpose of Report

The purpose of this report item is to request that Members consider, and if acceptable, grant officers permission to appoint the most economically advantageous tenderer for statutory regulated compliance pre-dredge sediment sampling, testing and investigation works, with such works carried out thereafter.

Recommendation

It is recommended that Members approve the most economically advantageous tendered bid to allow appointment of Messrs. Geotechnical Environmental Services to carry out the regulated required S.I. works to be completed, in the sum of £55, 070.00 + VAT.

In response to a request from Councillor Bateson for a report on Redbay Pier in Cushendall, the Director of Environmental Services advised that he would further investigate that.

* **Councillor Stirling returned to the Chamber at 8.23pm**

Proposed by Councillor Bateson
Seconded by Alderman S McKillop and

AGREED – to recommend that Council approves the most economically advantageous tendered bid to allow appointment of Messrs. Geotechnical Environmental Services to carry out the regulated required S.I. works to be completed, in the sum of £55, 070.00 + VAT.

29. HARBOURS & MARINAS – CAPITAL INFRASTRUCTURE REPAIR TO ‘FOOTBRIDGE LINKING PORTRUSH HARBOUR & KERR STREET – STAGE 2 PROGRESSION REQUEST’

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

Purpose of Report

The purpose of this report is to request Members approval to grant officers permission to carry out ‘Detailed Design and Procurement’, following the comprehensive completion of Stage 1, (Feasibility & Scoping) - (to now advance to stage 2 of the procurement capital gateway).

Recommendation

It is recommended that Members grant permission for officers to progress to Stage 2 of the procurement gateway at the expense as listed on Page No.1, in the estimated total sum of £13, 340.00+VAT to carry out detailed design, statutory application submissions, and a public procurement exercise to seek best competitive marketplace price.

Note:

Completion results of the competitive tender process shall be brought back to Members for consideration thereafter, and to seek approval to proceed to stage 3 of the procurement gateway, (construction on-site), at that point.

Proposed by Councillor C Archibald
Seconded by Councillor Callaghan and

AGREED – to recommend that Council grants permission for officers to progress to Stage 2 of the procurement gateway at the expense as listed on Page No.1, in the estimated total sum of £13, 340.00+VAT to carry out detailed design, statutory application submissions, and a public procurement exercise to seek best competitive marketplace price.

30. REQUEST FROM PORTRUSH SEA CADETS TO WAIVE SERVICE FEES AT COUNCIL HARBOUR & MARINA FACILITIES

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

Purpose of Report

The purpose of this report is to allow members to consider a request which been received from Portrush Sea Cadets (registered Charity No. 104126) to waive mooring, berthing and storage fees for their operations at Portrush Harbour and Coleraine Marina. The request is detailed in Appendix 1 (circulated).

Options

Option 1: Members support the request by waiving all berthing, mooring and storage fees (listed above) relating to Portrush Sea Cadets and allocate the

next suitable mooring to them. (Supporting reduction in revenue to Council of £1390.42)

Option 2: Members decline the request to support the Portrush Sea Cadets and they are charged full costs relative to services received.

Recommendation

It is recommended that the Environmental Services Committee consider the options presented and recommends to Council option 2.

The Director of Environmental Services advised that if the Committee supported this request, the decision would need to be referred to the Department for Communities as it would represent less than best value. The Director advised that he is not aware of any other youth organisation benefitting from a waiving of fees, and that if the Committee supported the request, it could create a precedent.

The Director of Environmental Services stated that the recommendation is for option 2. He advised that grant aid may be available to the Sea Cadets and that he could direct them to resources if their request were unsuccessful.

Councillor Bateson stated that there could be ramifications from waiving the fees for this group, and suggested that the matter could be passed to the Land and Property Sub Committee for more detailed consideration.

Councillor S McKillop emphasised that the Council needs to be equitable across the board. She proposed that the Committee agrees Option 2, with the caveat that the Director of Environmental Services contacts the Sea Cadets with information on, and assistance with, applying for grant funding.

Councillor Callaghan expressed concern regarding agreeing to proposals that represent less than best value.

Proposed by Alderman S McKillop
Seconded by Councillor Callaghan and

AGREED – to recommend that Council declines the request to support the Portrush Sea Cadets and they are charged full costs relative to services received.

31. STREET TRADING LICENCE RENEWALS

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

The undernoted applications for a street trading licence 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>
MST 013	Mobile	Ice cream, minerals, slush, crisps and confectionery	Borough of Causeway Coast and Glens
MST 012	Mobile	Ice Cream and confectionery	Borough of Causeway Coast and Glens
SST 003	Stationary	Ice Cream, confectionery and cold drinks	Area adjacent to public toilets at The Promenade, Castlerock
SST 009	Stationary	Hot food, hot/cold drinks, crisps and chocolate	Newbridge Layby A26, Coleraine
MST 005	Mobile	Ice Cream and confectionery	Borough of Causeway Coast and Glens
MST 008	Mobile	Ice Cream, sweets, crisps and soft drinks	Borough of Causeway Coast and Glens
SST 007	Stationary	Hot food, minerals, tea and coffee	Shop car park, Harpurs Hill
SST 006	Stationary	Hot food, minerals, chips, burgers, sausages, tea/coffee, sodas	Dunhill Rd Layby, Macosquin, Coleraine

Committee NOTED the report.

32. AFFORDABLE WARMTH SCHEME UPDATE

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

Purpose of Report

The purpose of this report is to update members in respect of correspondence received from the Department for Communities (DfC) on changes to the delivery model for the Affordable Warmth Scheme.

Recommendation

It is recommended that Council notes the correspondence.

Councillor Bateson expressed concern that the proposed new arrangement would result in people missing out on grants that they should have benefitted from. He proposed writing to DfC (Department for Communities) expressing the Council's support for the current structure and writing to other Councils to galvanise support for retaining the current Affordable Warmth service.

The Director of Environmental Services agreed that the proposed new arrangement will represent a great loss. He advised that the Chief Finance Officer has already written to DfC expressing the Council's concern at this proposal.

The Temporary Head of Health and Built Environment advised that she would be meeting with representatives from the other Councils to discuss the matter.

Councillor Bateson advised that Sinn Féin's stance is against removing this service.

The Chairperson stated that all parties are annoyed by the proposal.

Committee NOTED the correspondence.

33. ES MANAGEMENT ACCOUNTS AND FINANCIAL POSITION 2022/23

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

Purpose of Report

The purpose of this report is to provide Members with information on the draft financial position of Environmental Services Directorate at the end of Period 12.

Recommendation

It is recommended that Members note the paper.

Committee NOTED the paper.

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

34.1 Court Proceedings

The Director of Environmental Services advised the Committee that there are Court Proceedings pending that involve Causeway Coast and Glens Borough Council. He advised Members that the Council has fully cooperated with the HSENI and the PSNI on the matter.

MOTION TO PROCEED 'IN PUBLIC'

Proposed by Councillor Callaghan
Seconded by Councillor C Archibald and

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

There being no further business the Chair thanked everyone for their attendance. The meeting concluded at 8.50 pm.

Chair