

ENVIRONMENTAL SERVICES MEETING TUESDAY 6 SEPTEMBER 2016

Table of Recommendations

No	Item	Summary of Key Recommendations
5	Licensing Report	<i>Information</i>
6	Affordable Warmth Scheme	<i>Write to the Department to enquire if specific need is actually being targeted</i>
7	Public Health Agency Renewal Of Contracts 2016/17	<i>Information</i>
8	Welfare Of Animals Act (NI) 2011	<i>Information</i>
9	Traditional Bonfires	<i>Information</i>
10	Rural Festive Lighting Upgrade/Improvements	<i>For consistency across the Borough, Council at their cost, supply and install trees and tree lighting to all areas listed; to provide electrical expertise to ensure safety and adequacy of power supply</i>
11	The Future Management Of NI Municipal Waste	<i>1. Funding sources for the implementation of the Action Plan to be identified and agreed as a priority. Early estimates are required to inform council financial planning cycles, and a cost-benefit analysis to</i>

		<p><i>be considered at an early stage.</i></p> <p>2. <i>Agree the Central-Local Action Plan using the proposed Governance and Programme Delivery Mechanism</i></p>
12	Rationalisation Of Coleraine Car Parking at Terrace Row, Market Yard & Waterside With The Creation of A Multi-Function Events Space	<i>Option 5 - Terminate Terrace Row lease, convert Waterside to free parking and develop Market Yard to a multi-use space including a pay & display car park.</i>
13	Update On 'Welcome To Limavady' Signs	<i>Information in relation to branding and signage to be brought to future CPR meeting</i>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
ENVIRONMENTAL SERVICES COMMITTEE
IN CIVIC HEADQUARTERS, COLERAINE ON
TUESDAY 6 SEPTEMBER 2016 AT 7:00 PM**

In the Chair : Councillor Watton (Vice-Chair)

Members Present : Aldermen Campbell, Cole

Councillors – McLean, Duddy, Fielding, Baird, Holmes,
Chivers, McCandless, McCaul, Loftus, Douglas,
Mulholland, Quigley, Wilson

Officers Present : A McPeake, Director of Environmental Services
G Doyle, Head of Estates
B Edgar, Head of Health and Built Environment
J Richardson, Head of Infrastructure
S Duggan, Committee and Member Services

In Attendance : Press (2no.)

1. NOMINATIONS

Councillor McCandless replaced Alderman King, Councillor Wilson replaced Councillor Hunter, Councillor Quigley replaced Councillor MA McKillop for the transaction of business for the evening.

2. APOLOGIES

Apologies were recorded from Councillor MA McKillop.

3. DECLARATIONS OF INTEREST

Declarations of Interest were recorded from Councillor Duddy in Rationalisation of Coleraine Car Parking Item.

**4. MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD
ON 2 AUGUST 2016**

The Chair advised the Minutes of the Meeting were ratified at the Council meeting on 23 August 2016.

Proposed by Alderman Cole

Seconded by Councillor McCaul and

AGREED – that the Minutes of the Environmental Services Committee held 2 August 2016 are confirmed as a correct record.

5. LICENSING REPORT

The following license Applications were granted:

- **Local Government (Miscellaneous Provisions) (NI) Order 1985 Entertainment Licences**

17 no. Renewal applications for entertainment licences have been received, acknowledged and processed during the report period.
- **Licensing (Northern Ireland) Order 1996, Liquor Licence, Application for Grant of Licence**

2 no. Applications for grant of a licence has been received and acknowledged during the report period.
- **Application for Occasional Licence**

3 no. Applications for occasional licences have been received without objection during the report period.
- **Petroleum (Regulation) Acts (NI) 1929 And 1937, Petroleum Spirit Licence**

5 no. Applications for petroleum spirit licences have been received, acknowledged and processed during the report period.
- **The Marriage (NI) Order 2003**

5 no. Renewal approvals as venues for civil marriages have been received, acknowledged and processed during the report period.
- **The Civil Partnership Act 2004**

3 no. Renewal approvals as venues for civil partnership have been received, acknowledged and processed during the report period.

6. AFFORDABLE WARMTH SCHEME

The Affordable Warmth Scheme is a Fuel Poverty Programme funded by the Department of Communities. The scheme provides a package of energy-efficiency and heating measures tailored to improve the thermal comfort of households. A constituent may be eligible if they are an owner occupier or private renter with a gross annual household income less than £20,000. Where a constituent is privately renting they must be named on the tenancy agreement, their landlord must be on the Landlords Register and give consent for energy efficiency improvements to be done. Landlords must also contribute 50% towards works completed.

Councillor Baird welcomed the scheme. Referring to the private/rented sector, Councillor Baird suggested that Council write to the Department to enquire if specific need was actually being targeted.

Proposed by Councillor Baird

Seconded by Councillor Loftus and

AGREED - to recommend that Council write to the Department to enquire if a specific need is actually being targeted.

7. PUBLIC HEALTH AGENCY RENEWAL OF CONTRACTS 2016/17

Further to previous committee 160802 Item 10, additional funding has been offered subject to the same terms and conditions and accepted.

Accident Prevention

(PHA – North for the procurement of additional home safety equipment)

£9,503.40

(PHA – North additional home safety checks as a result of MARA referrals)

£4,033.32

8. WELFARE OF ANIMALS ACT (NI) 2011

A resident of [REDACTED] was sentenced at Coleraine Magistrates Court on Thursday 18th August 2016, following charges brought against [REDACTED] under Sections 4 (unnecessary suffering) and 9 (ensuring the welfare of animals) of the Welfare of Animals Act (NI) 2011.

9. TRADITIONAL BONFIRES

Across Causeway Coast and Glens Borough Council there are 29 sites on which traditional 11th July bonfires are built of which 8 are on a Council-owned/controlled property. It should be noted that there were 25 bonfires in 2016, four sites having alternative celebrations. The remaining 17 are either on publicly owned land, Northern Ireland Housing Executive (13), Transport NI (2) or private ground (4).

During the period 1st April 2016 to present a total of 29 complaints were recorded by the Directorate covering 10 individual sites. 4 complaints remain under investigation.

In Coleraine an OCN Accredited Public Event Management training course was delivered over 6 sessions with input from various statutory agencies to encourage event safety around the 11th celebrations in addition to environmental awareness. Of the 11 individuals who participated in the training, 9 individuals have successfully progressed to receiving their full OCN Level 2 Award and 2 individuals due to sporadic attendance will receive recognition of their participation in 4 elements of the course. Of the 9 individuals who have achieved accreditation 4 had previously successfully received accreditation at level one illustrating a high commitment to the programme.

Councillor Wilson referred to an historic Ballymoney Borough Council Safer Bonfire Scheme and queried whether funding was available for a similar initiative. The Head of Health and Built Environment expanded on the Good Relations Grant Scheme aided OCN Course offered to all bonfire builders and community representatives and furthermore welcomed the Elected Member engagement.

The Director of Environmental Services advised that a framework for better management of bonfires would be developed and brought to a future committee meeting. Councillor Duddy sought a report to be brought back on the position of the OCN Course across the Borough.

10. RURAL FESTIVE LIGHTING UPGRADE/IMPROVEMENTS

Further to the Council decision to upgrade festive lighting in main urban areas, further consideration is to be given to ensuring adequacy and consistency in Council support to rural areas.

Circulated was a summary of the current situation as inherited from legacy Councils. Points to note include:

1. Council, at their cost, supplied trees to rural areas on attached list
2. Some Councils supplied and fitted lights – one Council also provided tinsel etc
3. Some Councils funded communities – amounts varied
4. Providing and erecting lights (Limavady & Coleraine areas) has benefits in regard to safety as Council control all electrical work.

It is recommended that Members discuss the current situation with a view to recommending a consistent and equitable approach across the Borough.

The Head of Estates further informed committee that Dungiven and Portstewart had been excluded, in error, from the Appendix presented to committee and that Glebeside had not requested a tree last year.

Table 1: Amended

	Tree Supplied by Council	Decorative Lights	Other Decorations	Funding	Comment
BALLYCASTLE TOWN CENTRE		COUNCIL			
Cushendun	Yes	Community		No	
Cushendall	Yes	Community		No	
Mosside	Yes	Community		No	
Armoy	Yes	Community		No	
Ballintoy	Yes	Community		No	
Bushmills	Yes	Community		No	
Liscolman	Yes	Community		No	
Ballyvoy	Yes	Community		No	
Waterfoot	No	Community		No	Planted own tree and decorate themselves
Rathlin	Yes	Community		No	
LIMAVADY TOWN CENTRE		COUNCIL			
Dungiven	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
Burnfoot	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
Feeny	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate

					what money was spent on
Ballykelly	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
Magilligan	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
Drumsumn	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
Foreglen	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
Greysteel	Yes	Council	Tinsel etc applied	250	To show receipts to demonstrate what money was spent on
BALLYMONEY TOWN CENTRE		COUNCIL			
Ballybogey	Yes	Community	No	No	
Derrykeighan	Yes	Community	No	No	
Dervock	Yes	Community	No	No	
Stranocum	Yes	Community	No	No	
Loughguile	Yes	Community	No	No	
Cloughmills	Yes	Community	No	No	
Dunloy	Yes	Community	No	No	
Rasharkin	Yes	Community	No	No	
Bendooragh	Yes	Community	No	No	
Balnamore	Yes	Community	No	No	
Killyrammer	Yes	Community	No	No	
Glebeside?	?	?	No	No	Did not request tree last year
COLERAINE TOWN CENTRE		COUNCIL			
Portrush	Yes	Council		No	
Portstewart	Yes	Council		No	
Garvagh	Yes	Council		No	
Kilrea	Yes	Council		No	
Castlerock	Yes	Council		No	
Portballintrae	Yes	Council		No	

Councillor Duddy queried the cost to Council. The Head of Estates estimated an additional labour cost of £1,500 for installing tree lighting to all areas and to provide electrical expertise.

Proposed by Councillor Holmes

Seconded by Councillor Chivers and

AGREED – to recommend that for consistency across Borough, Council at their cost, supply and install trees and tree lighting to all areas listed; to provide electrical expertise to ensure safety and adequacy of power supply.

Councillor Wilson suggested, that with a view to significantly reducing cost, Council engage with community groups, where possible and where a site allows, to have a tree planted.

11. THE FUTURE MANAGEMENT OF NI MUNICIPAL WASTE

The Director presented via PowerPoint.

Proposed by Councillor Mulholland

Seconded by Councillor Loftus and

AGREED – as recommended:

1. Funding sources for the implementation of the Action Plan to be identified and agreed as a priority. Early estimates are required to inform council financial planning cycles, and a cost-benefit analysis to be considered at an early stage.
2. Agree the Central-Local Action Plan using the proposed Governance and Programme Delivery Mechanism

* **Councillor Duddy left the meeting at 8.12pm during consideration of the above item.**

The Chair declared a comfort break from 8.35 PM - 8.45 PM.

12. RATIONALISATION OF COLERAINE CAR PARKING AT TERRACE ROW, MARKET YARD & WATERSIDE WITH THE CREATION OF A MULTI-FUNCTION EVENTS SPACE

The Head of Infrastructure delivered the report in detail and presented via PowerPoint, requesting permission to

- a. to renew or not renew the Terrace Row car park lease (currently free car park)

- b. To utilise Market Yard as a multi useable event space / car park
- c. To consider Waterside car park as an alternative to Terrace Row

Proposal

FIVE options are listed below

Car Parks / Areas	Option 1 Do Nothing Present Situation £ Capital Cost £0	Option 2 £ Capital Cost £0	Option 3 £ Capital Cost £190,000	Option 4 £ Capital Cost £190,000	Option 5 £ Capital Cost £190,000
Terrace Row	Negotiate New Lease -£36,000 est	Terminate Terrace Row Lease Saving £36,000 PA	Negotiate New Lease -£36,000 est	Terminate Terrace Row Lease Saving £36,000 PA	Terminate Terrace Row Lease Saving £36,000 PA
Waterside	Maintain Pay & Display £21,682.90	Make Car park Free Loss £-21,682.90	Maintain Pay & Display £21,682.90	Maintain Pay & Display £21,682.90	Make Car park Free Loss £-21,683.90
Market Yard New Multi Use Space	Do Nothing	Do Nothing	Convert to Multi Use and Pay & Display car park £income est £ 60,630.00	Convert to Multi Use & Free Car Parking	Convert to Multi Use and Pay & Display car park £income est £60,630.00
Financial Impact Conclusion	£-14,317.10	£+14317.10	£+46,312.90	£+57,682.90	£ +74,946.10
Market Yard Capital Cost Payback	n/a	n/a	4.1	3.29	2.5

Key Notes

Option 1 – Is an unnecessary cost to Council as it is possible to create free capacity with existing space at reduced cost.

Option 2 – Convert Waterside car park to become a free car park saving Council £14,310.00 PA and do not develop Market Yard.

Option 3 – As is position – but convert Market Yard to a multi-use space and a pay & display car park.

Option 4 – Terminate Terrace Row lease, maintain pay & display at Waterside and convert Market yard to a free multi useable space with free parking. The free parking element is NOT recommended as this would reduce usage of key adjacent car parks (Abbey St and Long Commons)

Option 5 – Terminate Terrace Row lease, convert Waterside to free parking and develop Market Yard to a multi-use space including a pay & display car park. This represents the most financially beneficial option for Council, whilst maintaining the existing level of free parking within Coleraine.

It is recommended the Environmental Services Committee approve one of the five options.

Note

The Market Yard project (within options 3,4 & 5) shall be subject to Statutory Approvals. March 2017 would be the estimated completion date upon Council approval of these options.

In response to comments, The Head of Infrastructure affirmed a car parking Strategy would be brought to a forthcoming Committee and Workshop, it would involve many aspects and many areas throughout the Borough. However the current catalyst was a need to ascertain a viewpoint from Council to prudently advise Terrace Row Church within a timely manner on Councils position with regard to any Lease arrangement. All interested parties had been involved in initial discussions in a transparent manner.

The Head of Infrastructure offered to meet with Party Groups to hear detailed information, he further advised, that in approving the recommended Option 5, 130 free car parking spaces were proposed for the Market Yard site, maintaining the status quo and with the benefit of a closer town centre location; the occupancy rate for Waterside currently is 38.54% and it was acknowledged that additional signage was required for the Long Commons site, its occupancy rate currently at 38%.

Councillor Holmes queried the Business Case beyond the Car Parking element, the Head of Infrastructure stated the Leisure and Development Department would bring options within the next few months for a multi useable space, if supported.

Proposed by Councillor Holmes

Seconded by Councillor McCandless

to recommend that Council adopt Option 5; Terminate Terrace Row lease, convert Waterside to free parking and develop Market Yard to a multi-use space including a pay & display car park.

The Chair put the proposal to the Committee to vote, 8 members voted for, 1 member voted against, 4 members abstained, the Chair declared the proposal carried.

* **Councillor Quigley left the meeting at 9.35pm.**

13. UPDATE ON 'WELCOME TO LIMAVADY' SIGNS

As notified under Standing Order 12 (o) Councillor Chivers sought an update on the welcome to Limavady signs that were to be erected.

The Director of Environmental Services advised a Branding report to include Signage would be brought to a future Corporate Policy and Resources Committee.

This being all the business the meeting concluded at 9.26pm.

Chair