

**ENVIRONMENTAL SERVICES COMMITTEE MEETING  
TUESDAY 10 MARCH 2020**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
1.	Apologies	<b><i>Alderman Robinson</i></b>
2.	Declarations of Interest	<b><i>None</i></b>
3.	Minutes of Meeting held Tuesday 11 February 2020	<b><i>Confirmed</i></b>
4.	Notice of Motion proposed by Councillor Baird, seconded by Alderman Hillis (referred from Council Meeting 7 January 2020, deferred from Environmental Services Committee Meeting 11 February 2020)	<b><i>Support the amended Notice of Motion, to include the Woodland Trust, to be invited to partner the initiative.</i></b>
5.	Consultation on Draft Update to Nutritional Standards for School Food	<b><i>Endorse and submit response</i></b>
6.	Purchase of 2 No Small Vans	<b><i>Approve Option 2, Purchase 2 small panel vans; bring leasing options report to the next committee meeting</i></b>
7.	Coleraine Cemetery Vehicular Access Restriction	<b><i>Introduce an automatic barrier system (Option 2) to restrict vehicular access to Coleraine Cemetery</i></b>
8.	Purchase of Refuse Collection Vehicles	<b><i>Purchase 4 no. 26 tonne Refuse</i></b>

		<b>Collection Vehicles</b>
<b>9.</b>	Environmental Services KPI's	<b>Approve proposed KPI's and join PASE Corporate Membership and Performance Network, £7,147 + VAT</b>
<b>10.</b>	Acupuncture/Business of Cosmetic Piercing/Tattooing/Semi-Permanent Skin-Colouring/Electrolysis Registrations	<b>Information</b>
<b>11.</b>	Amusement Permit Renewals	<b>Noted</b>
<b>12.</b>	Cinema Licence Renewals	<b>Noted</b>
<b>13.</b>	Entertainment Licence Renewals	<b>Noted</b>
<b>14.</b>	Licences Issued Under Delegated Authority	<b>Noted</b>
<b>15.</b>	Petroleum Spirit Licence Renewals	<b>Noted</b>
<b>16.</b>	Poison Regulations (NI) 1983	<b>Noted</b>
<b>17.</b>	Society Lottery Registrations	<b>Noted</b>
<b>18.</b>	Street Trading Licence Renewals	<b>Noted</b>
<b>19.</b>	Council Emergency Plan	<b>Noted</b>
<b>20.</b>	Memorandum of Understanding Between The Health And Safety Executive For Northern Ireland (HSENI)	<b>Withdrawn from the Agenda</b>
<b>21.</b>	Correspondence	
	<b>21.1</b> DAERA (dated 28 February 2020 and received 3 March 2020)	<b>Noted</b>
<b>22.</b>	Consultation Documents	<b>None</b>
<b>23.</b>	Conferences	
	<b>23.1</b> Climate Change – Our Challenge Conference	<b>Noted</b>

	<b>23.2</b> Pioneering a Brighter Future Together with the Travelling Community	
<b>24.</b>	Matters for Reporting to Partnership Panel	<b>None</b>
<b>25.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12 (o))	
	<b>25.1</b> Car Parking, Portrush (Alderman Fielding)	<b>Information</b>
	<b>25.2</b> Complaint, overcrowding (Councillor Mulholland)	<b>Information</b>
	<b>25.3</b> Blue Bin Recycling Collection Service to Schools (Alderman Fielding)	<b>Information</b>
	<b>25.4</b> Car Parking, Portrush (Alderman Hillis)	<b>Invite DfI/Translink to present to committee</b>
	<b>'IN COMMITTEE'</b>	
<b>26.</b>	Environmental Services Financial Update	<b>Information</b>

**MINUTES OF THE PROCEEDINGS OF THE  
ENVIRONMENTAL SERVICES COMMITTEE  
THE COUNCIL CHAMBER, CIVIC HEADQUARTERS, COLERAINE ON  
TUESDAY 10 MARCH 2020 AT 7.00PM**

**In the Chair:** Councillor Mulholland

**Members Present:** Alderman Boyle, Fielding, Finlay and Hillis  
Councillors Beattie, Chivers, Holmes, McGlinchey,  
McLaughlin, McLean, McQuillan, McMullan, Wallace  
and Wilson

**Non Committee  
Members Present:** Councillor Baird (Item 4)

**Officers Present:** A McPeake, Director of Environmental Services  
B Edgar, Head of Health & Built Environment  
G Doyle, Head of Estates  
A Mullan, Head of Operations  
I Owens, Committee & Member Services Officer

**In Attendance:** Press (1 No.)

## **SUBSTITUTION**

Alderman Hillis substituted for Councillor Hunter.

### **1. APOLOGIES**

Apologies were recorded for Alderman Robinson.

### **2. DECLARATIONS OF INTEREST**

There were no declarations of Interest.

### **3. MINUTES OF MEETING HELD TUESDAY 11 FEBRUARY 2020**

The Minutes of the Environmental Services Committee held Tuesday 11 February 2020 were confirmed as a correct record.

**AGREED** – To Change The Order of Business, to receive the Notice of Motion (A Million Trees to Secure our Future on Earth) next on the Agenda of business.

**4. NOTICE OF MOTION PROPOSED BY COUNCILLOR BAIRD,  
SECONDED BY ALDERMAN HILLIS (REFERRED FROM COUNCIL  
MEETING 7 JANUARY 2020, DEFERRED FROM ENVIRONMENTAL  
SERVICES COMMITTEE MEETING 11 FEBRUARY 2020.**

*A Million Trees to Secure our Future on Earth*

*“It is now clear from empirical evidence that we face a global climate change challenge. The Earth’s atmosphere is warming at a fast rate and while we must continue to reduce our carbon emissions we can help redress the problem by conserving and planting many more trees. A tree can store 48 lbs of carbon dioxide in one year and sequester 1ton of CO2 by the time it reaches 40 years old. Sadly Northern Ireland has the lowest tree coverage in the UK at only 8%.*

*Reforestation a very effective solution in mitigation of the impending climate crisis and as a Council I propose that we set a target of planting 100,000 trees over this term of Council in our Borough. I further propose that we ask other Councils to join us and make it 1Million trees across Northern Ireland.*

*Tree planting on this scale will make a difference with benefits not only to store carbon but reduce flooding risk, extend natural habitats and promote physical and mental well-being for our citizens.*

*Council should make tree planting a priority in all environmental schemes and involve all our Communities including farmers and business in this strategy to ensure inclusivity, commitment and success. Funding may be obtained from a variety of sources such as the newly announce National Lottery Community Fund which is directed specifically at climate change. Commitment to tree planting will make a huge difference and I urge you to back this motion and ask other Councils to join with us in improving the environment in Northern Ireland.”*

Councillor Baird presented the Notice of Motion. Alderman Hillis outlined the impact on wildlife of deforestation in highly wooded areas and felt there was a need to inspire citizens to participate in projects, especially encouraging the youth to get involved. The view of Alderman Hillis was that funding should be sought and the project would commence with small steps.

Alderman Boyle referred to a similar project lead by Belfast City Council which was successful ‘1 million trees in 15 years’.

Councillor Beattie stated there was a collective responsibility for this project and noted that there was only 8% tree coverage in Ireland.

Councillor McMullan asked for an amendment; that The Woodland Trust be asked to partner Council and this to be included in the Notice of Motion. Councillor Baird was content with this amendment, supported by Alderman Hillis.

Councillor McLean , on behalf of his Party advised they were fully in support of this initiative.

The Chair put the Amended Notice of Motion to the committee to vote.

Committee voted unanimously in favour.

The Chair declared the amended Notice of Motion Carried.

**AGREED** - to recommend that Council support the amended Notice of Motion, to include the Woodland Trust, to be invited to partner the initiative.

\* **Councillor Baird left the meeting at 7.20PM.**

## **5. CONSULTATION ON DRAFT UPDATE TO NUTRITIONAL STANDARDS FOR SCHOOL FOOD**

Report previously circulated, presented by the Head of Health and Built Environment to provide a Causeway Coast and Glens Borough Council response to the consultation.

The Department of Education issued this consultation in January 2020 to seek views on a proposed update to the nutritional standard of all food provided in grant-aided schools. The Nutritional Standards for School Lunches and Other Food and Drinks in Schools were developed in keeping with government guidance on healthy eating in 2007. This guidance has since changed and it is necessary to update the nutritional standard to reflect current government guidance on healthy eating.

The proposals include increasing the availability of fruit, vegetables and fibre and reducing saturated fat, sugar, salt and processed red meat in school food. The consultation also proposes that the Nutritional Standards for other food and drinks should become mandatory in all grant-aided schools, applying to all food provided and proposes arrangements to monitor, evaluate and support schools in their implementation. Implications for the cost of school meals are also consulted upon.

Circulated was a suggested response to the consultation.

**It is recommended** that Council endorse and submit this response pending full Council approval due to submission time constraints.

Proposed by Alderman Boyle  
Seconded by Councillor Beattie and

**AGREED** - to recommend that Council endorse and submit this response pending full Council approval due to submission time constraints.

The Chair put the proposal to the Committee to vote.  
Committee voted unanimously in favour.  
The Chair declared the motion carried.

## 6. **PURCHASE OF 2 NO. SMALL VANS**

Report previously circulated, presented by the Head of Estates.

Council currently implement a regime of inspection for its' 130 bus shelters, 102 play parks/outdoor gyms, 167 car parks, 33 MUGAS, footpaths and street lighting. Designated Facilities Inspectors carry out this work on a daily basis all year round. Part of the work includes minor repairs and litter picking. Currently two of the four inspectors are using hired vans (Ballycastle & Coleraine). To reduce dependency on hired vehicles Council are asked to approve the purchase of two small panel vans which can be bought through Crown Commercial Services at a cost of £12,500 each.

The cost to purchase is provided for in the 2020/21 Estates Fleet Capital expenditure budget.

### **Options**

1. Continue to hire at a cost of £3,380 per year each
2. Purchase two vans at a cost of £12,500 each

**It is recommended** that the Environmental Services Committee recommends to Council the purchase of two small panel vans (Option 2 above)

Discussion ensued regarding a further lease option which the Director of Environmental Services agreed to provide as an option for future acquisition of vehicles.

The Head of Estates explained this was a very prudent purchase acquired through the procurement procedure in place which provided a substantial discounted price for Council.

Discussion ensued around the timeline for completion of works identified during site visits by staff completing inspections using these vans. The Head of Estates explained that works with a Health and Safety risk were undertaken that day and other works were prioritised and undertaken between 2 and 4 weeks.

Proposed by Councillor McQuillan  
Seconded by Alderman Finlay and

**AGREED** - to recommend that Council purchase two small panel vans (Option 2 above). The Director of Environmental Services to bring cost of leasing vehicles as an option for future replacement vehicles, to the next Environmental Services Committee Meeting.

The Chair put the proposal to the Committee to vote.  
Committee voted unanimously in favour.  
The Chair declared the motion carried.

## **7. COLERAINE CEMETERY VEHICULAR ACCESS RESTRICTION**

Information report, previously circulated, presented by the Head of Estates.

Unrestricted vehicular access to Coleraine Cemetery continues to result in damage to headstones and memorials which leads not only to significant repair costs but significant distress to families and other visitors. This report outlines a proposal to reduce the ongoing problems and asks Council to approve its' implementation.

Coleraine Cemetery has a car park outside the main gates. However, due to unrestricted vehicular access car drivers currently are able to drive and park adjacent to the graveside. This unrestricted access creates many problems, namely,

1. Damage to headstones and memorials. The appended photographs graphically illustrate the significant damage (in terms of distress to families and repair cost) (previously circulated). Many drivers cannot negotiate corners without either driving into or reversing into headstones or memorials or driving over graves. This, may in part, be due to the narrowness of the paths, the sharpness of the corners on paths which were not designed to cope with current traffic volumes.



2. When vehicles meet from opposite directions they are forced to drive on the grass to pass each other. Also vehicles will mount the grass to pass stationary vehicles (see appended photographs) (previously circulated) due to the restriction in path width.
3. Access to the graveside by a hearse and family mourners has been compromised in the past due to parked cars in the cemetery.
4. Pedestrians and cemetery staff are at risk from motorists many of whom disregard the 10mph speed limit

Faced with a similar problem Ballymoney Council introduced an automatic barrier system to restrict vehicular access to Knock Road Cemetery back in 2014. Those who have mobility issues could apply for a fob which allow them to open the barrier and drive closer to the graveside. All others park in the car park.

Reducing the number of cars accessing the cemetery led to a significant reduction in damage to headstones and memorials. It also reduced the potential for pedestrians and cemetery staff to be hit by a car.

It is proposed to introduce a similar system in Coleraine Cemetery. This would ensure that only those with a genuine need could access the cemetery by car and all others would have to use the car park. Given the experience in Ballymoney this would reduce the damage, family distress, repair cost and improve safety for pedestrians.

### **Options**

1. Do nothing – accept the damage and distress caused by cars along with potential for injury where cars and pedestrians share the same paths.
2. Introduce a barrier system to restrict car access to only those with mobility issues.

**It is recommended** that Council introduces an automatic barrier system (Option 2) to restrict vehicular access to Coleraine Cemetery.

The Head of Estates answered members questions concerning application process to obtain the fob and the timeline for installation of the barrier as well as methods of communicating the implemented changes to users of the facility.

Proposed by Councillor Wilson

Seconded by Councillor Holmes and

**AGREED** - to recommend that Council introduces an automatic barrier system (Option 2) to restrict vehicular access to Coleraine Cemetery.

The Chair put the proposal to the Committee to vote.

Committee voted unanimously in favour.

The Chair declared the motion carried.

\* **Councillors Chivers, McLaughlin and McGlinchey left the meeting at 7.50PM.**

## **8. PURCHASE OF REFUSE COLLECTION VEHICLES**

Information report, previously circulated, presented by the Head of Operations.

The purpose of this report is to seek permission to tender for 4no. 26t Refuse Collection Vehicles.

The Operations department has an annual capital budget for vehicles and plant of 680k per year.

Council operate a fleet of 31no front line 26t Refuse Collection Vehicles.

Of these 9no. are currently on long term hire.

It is proposed to replace 4no. hire Refuse Vehicles with Council owned.

A report with tender prices will be brought back to Council for approval.

**It is recommended** that the Environmental Services Committee approve the purchase of 4no. 26 tonne Refuse Collection Vehicles.

The Head of Operations outlined, at members request, the breakdown of vehicle fleet in terms of whether hired or Council owned and the requirement for reserve vehicles to cover eventualities ie PSV tests/6 weekly maintenance checks/breakdowns. Members asked the Head of Operations for a costing for replacement of 9 vehicles, however he explained there was no provision for this in the budget.

Proposed by Councillor McQuillan

Seconded by Councillor Holmes and

**AGREED** - to recommend that Council approve the purchase of 4no 26 tonne Refuse Collection Vehicles.

The Chair put the proposal to the Committee to vote.  
Committee voted unanimously in favour.  
The Chair declared the motion carried.

## **9. ENVIRONMENTAL SERVICES KEY PERFORMANCE INDICATORS FOR 2002/21**

Information report, previously circulated, presented by the Director of Environmental Services, to present to Members the 2020/2021 Environmental Services Key Performance Indicators for consideration and approval.

At the Corporate Policy and Resources Committee Meeting held recently it was agreed that each Directorate should report on Key Performance Indicators on a quarterly basis.

The proposed KPI's for Environmental Services are based on the APSE Northern Ireland performance networks report (previously circulated).

APSE developed a bespoke template of performance indicators working in collaboration with our member councils and the Department for Communities.

APSE is the Association for Public Service Excellence and they support over 250 councils on a UK wide basis. 9 out of the 11 Northern Ireland Councils are Members. They operate on a not-for-profit basis and are owned by our member local councils. They support frontline local council services, with a strong history in local environmental services. APSE do not operate on any party political lines with our National Council and our area based executives operating on a collaborative basis.

APSE corporate membership is based on population size and therefore the corporate fee for membership which is council wide is £3220 + a £250 regional fee + VAT.

This includes access to APSE services and member based discounts on other services; such as APSE Training, APSE Solutions, which includes service reviews and interim managers, and member discounts to APSE Energy membership and APSE Performance Networks.

As part of APSE corporate membership Council will receive access to the following services either on a free or substantially discounted basis including:-

- Briefings Service
- Advisory Groups
- Network Query Service
- Principal Advisor Advice – This is available through service specific contacts and as a Northern Ireland Council.

- Access to APSE Northern Ireland events – most of which are free to members
- Member rates to APSE seminars and events
- APSE Performance Networks for Northern Ireland

Therefore the following are options for Causeway Coast and Glens:-

APSE corporate membership + membership for Performance Networks (NI Specific Template)

£3220 + £250 + £3677 = £7,147 + VAT (this includes the discounted member rate for Performance Networks).

Non-member rate for Performance Networks (Benchmarking Option only) this would be £6,829 + VAT

(Note – These prices include access to all other Council Service Areas not just Environmental Services)

\* **Councillor Chivers re-joined the meeting at 8.25PM.**

\* **Councillor McMullan left the meeting at 8.25PM.**

#### **Recommendation**

The committee is asked to consider and approve the proposed Environmental Services KPI's based on APSE Network for 2020/21 period and join APSE Corporate Membership and Performance Network for a sum of £7,147+VAT.

Proposed by Councillor Holmes

Seconded by Councillor Wilson and

**AGREED** - to recommend that Council approve the proposed Environmental Services KPI's based on APSE Network for 2020/21 period and join APSE Corporate Membership and Performance Network for a sum of £7,147+VAT.

The Chair put the proposal to the Committee to vote.

Committee voted unanimously in favour.

The Chair declared the motion carried.

## **10. ACUPUNCTURE/BUSINESS OF COSMETIC PIERCING/TATTOOING/SEMI-PERMANENT SKILL-COLOURING/ELECTROLYSIS REGISTRATIONS**

### **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NI) ORDER 1985**

**ARTICLES 13 &14, PRACTICE OF ACUPUNCTURE/BUSINESS OF COSMETIC PIERCING/TATTOOING/SEMI-PERMANENT SKIN-COLOURING/ELECTROLYSIS**

Information report, previously circulated.

The undernoted application for registration has been received, acknowledged and processed during the report period.

<b><u>Unique Reference Number:</u></b>	<b><u>Name of Premises</u></b>	<b><u>Type of Registration</u></b>
CP01/20	Uptown Hair Beauty & Aesthetics	Cosmetic Piercing

The information report was **NOTED**.

**11. AMUSEMENT PERMIT RENEWALS**

**THE BETTING, GAMING, LOTTERIES AND AMUSEMENTS (NI) ORDER 1985 - RENEWAL OF AN AMUSEMENT PERMIT**

Information report, previously circulated.

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

<b><u>Licence No:</u></b>	<b><u>Name of Premises</u></b>
AP002	Phils Amusements
AP008	Funland
AP009	Goldrush Portrush Ltd
AP005	Station Arcarde

The information report was **NOTED**.

**12. CINEMA LICENCE RENEWALS**

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NI) ORDER 1985 - CINEMAS (NORTHERN IRELAND) ORDER 1991**

Information report, previously circulated.

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

<u>Unique Reference Number:</u>	<u>Name of Premises</u>
CL001	Movie House Coleraine
CL002	Kiwi's Brew Bar

Information report was **NOTED**.

### 13. ENTERTAINMENT LICENCE RENEWALS

#### LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NI) ORDER 1985 - ENTERTAINMENT LICENCES

Information report, previously circulated.

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>
EL194	Rathlin Parochial Hall
EL046	Garvagh Sports and Social Club
EL355	St. Aidan's Parish Hall
EL362	St Anne's Hall
EL101	Springhill Bar
EL258	St Patricks Parish Centre & Youth Hall
EL252	St James Presbyterian Church Hall
EL293	Cushendall Golf Club
EL221	Ballymaconnelly Hall
EL153	Bush House Bar
EL217	Allen and Adair Memorial Hall
EL286	Finn MacCool's Bar
EL223	Ballymoney United Football, Social and Recreation Club
EL266	Stranocum Community Centre
EL085	The Quays Bar
EL158	Ballycastle Golf Club
EL204	Smugglers Inn

Information report was **NOTED**.

### 14. LICENCES ISSUED UNDER DELEGATED AUTHORITY

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

## THE MARRIAGE (NI) ORDER 2003

Information report, previously circulated.

<b>Unique Reference Number</b>	<b>Premises Name</b>	<b>Approval Type</b>
TMA 002/2019	70 Lisnagat Road Ballymoney	Temporary Civil Marriage Place Approval

Information report was **NOTED**.

## 15. PETROLEUM SPIRIT LICENCE RENEWALS

### PETROLEUM (REGULATION) ACTS 1929 AND 1937 - PETROLEUM SPIRIT LICENCES

Information report, previously circulated.

The undernoted applications for renewals of petroleum spirit licences have been received acknowledged and processed during the report period.

<b><u>Licence No:</u></b>	<b><u>Name of Premises</u></b>
PL062	Burnfoot Stores
PL053	O’Kane’s Filling Station
PL064	Craig’s Service Station
PL060	W H Nutt
PL059	Supervalu, Ballykelly
PL052	Eurospar, Dungiven

Information report was **NOTED**.

## 16. POISON REGULATIONS (NI) 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.

<b><u>Registration Number</u></b>	<b><u>Name of Business</u></b>
P/01/2020	Workman Hardware

P/02/2020	Willis McCloskey's
P/04/2020	J Bradley & Sons
P/05/2020	B&Q
P/06/2020	David Coils
P/08/2020	Martins Hardware
P/09/2020	Tesco Stores Ltd Coleraine
P/10/2020	Ivan Wright
P/11/2020	James Pollock & Sons
P/13/2020	Logans Hardware
P/14/2020	Stranocum Post Office
P/16/2020	Steele Farm Supplies
P/17/2020	North Antrim Potatoes
P/18/2020	Ashwood Garden Centre
P/19/2020	John McElderry Ltd
P/20/2020	Aquasun
P/21/2020	McAlisters Hardware
P/22/2020	John M Curry & Sons Ltd
P/23/2020	Glen Farm Supplies Ltd (Cushendall)
P/24/2020	Glen Farms Supplies Ltd (Ballycastle)
P/25/2020	Fane Valley Stores (Ballycastle)
P/26/2020	JSC Builders Merchants
P/27/2020	McListers Hardware
P/28/2020	B McKinney Farm & Garden Supplies
P/29/2020	D Donnelly
P/30/2020	Limavady Hardware Company
P/31/2020	Fane Valley Stores (Limavady)
P/32/2020	George Canning & Sons

Information report was **NOTED**.

**17. SOCIETY LOTTERY REGISTRATIONS  
THE BETTING, GAMING, LOTTERIES AND AMUSEMENTS (NI) ORDER  
1985**

**REGISTRATION OF A SOCIETY**

Information report, previously circulated.

The undernoted application for society lottery registration has been received, acknowledged and processed during the report period.

<u>Registration No:</u>	<u>Name of Society</u>
SL032	Coleraine Rugby, Football, Cricket and Hockey Club



Information report was **NOTED**.

## 18. STREET TRADING LICENCE RENEWALS

### STREET TRADING (NI) ACT 2001

Information report, previously circulated.

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>
SST 010	David A McKennell	Stationary	Plants/Flowers	Catherine Street, Limavady

Information report was **NOTED**.

\* **Councillor McLaughlin re-joined the meeting at 8.30PM.**

## 19. COUNCIL EMERGENCY PLAN

The Council Emergency Plan provides a framework to allow 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 meet 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.

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

Information report was **NOTED**.

Members asked for an update on Council's position regarding the Coronavirus. The Head of Health and Built Environment assured members that priority services would be covered adequately in the absence of up to a quarter of staff compliment. The Chief Executive has been updating staff by e-mail and information from The Public Health

Agency disseminated accordingly. Queries from staff returning from travel have been investigated and appropriate advice given.

In terms of prevention/protection measures, signs are in place regarding hand washing and sanitising provision supply at main reception areas. Staff in regular contact with the public have supplies of cleaning materials and new stock is expected in the next week.

## **20. MEMORANDUM OF UNDERSTANDING BETWEEN THE HEALTH AND SAFETY EXECUTIVE FOR NORTHERN IRELAND (HSENI)**

The Director of Environmental Services advised the Item was withdrawn from the Agenda.

## **21. CORRESPONDENCE**

The following correspondence has been received:

### **21.1 DAERA (dated 28 February 2020 and received 3 March 2020) Letter of invitation to nominate Senior Officials to an Afforestation Forum (Date to be confirmed).**

The scale of the climate change challenge we face is reflected in the 'New Decade New Approach' and an issue which affects not only all of our society but future generations.

Land owned by Local Councils could have significant potential for woodland planting. Therefore the Minister is seeking Council's support and commitment to make suitable land in council ownership available for tree planting and to provide an initial assessment of the scale and extent of lands that may be available.

Furthermore there is an invitation to nominate a senior official to participate in a cross-Governmental and Local Government Afforestation Forum to work with the Minister's officials on the delivery of this enhanced afforestation programme. The purpose of the forum is to coordinate the assessment of available public and council land and the development of plans for its afforestation.

**It is recommended** that the Environmental Services Committee consider the correspondence and agree that the Head of Estates is nominated to participate in the forum.

Proposed by Councillor McLean  
Seconded by Councillor Holmes and

**AGREED** - to recommend that Council nominate the Head of Estates to participate in the forum.

## **22. CONSULTATION DOCUMENTS**

There were no consultation documents.

## **23. CONFERENCES**

The following were listed for consideration:

### **23.1 Climate Change – Our Challenge Conference**

An invitation has been received from the Chairperson of Newry, Mourne and Down District Council to Climate Change – Our Challenge Conference, sharing best practice from Councils and Communities across the UK and Ireland.

### **23.2 Pioneering a Brighter Future Together with the Travelling Community (The Northern Ireland Local Government Partnership on Traveller Issues)**

The Partnership is holding a half day conference on Thursday 14<sup>th</sup> May in Corick House Hotel & Spa, Clogher. The theme is 'Pioneering a brighter future together with the Travelling Community'.

Nominees from Causeway Coast and Glens Borough Council are Councillor McGlinchey and Councillor Peacock.

Substitutes are not possible should one or more of the nominees be unavailable.

**It is recommended** that Council consider the above correspondence.

Deadline for registration was noted which was close of play Wednesday 11 March 2020.

## **24. MATTERS FOR REPORTING TO PARTNERSHIP PANEL**

There were no matters for reporting to the Partnership Panel.

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

In accordance with Standing Order 12(o), the following Elected Members gave notice of Items to be considered.

## **25.1 Car Parking, Portrush (Alderman Fielding)**

*"What progress is being made for:*

- 1. A resident permit system for residents that will be affected by the introduction of car parking charges in East Strand Car Park"*

The Director of Environmental Services explained that officers were exploring criteria and GDPR issues around the provision of exemption for qualifying individuals with regards to parking in East Strand Car Park.

- 2. "Provision of car parking in Dunluce Avenue for people attending Portrush Medical Centre.*

*At the Special Council Meeting 12 February 2020 the decision to introduce Car Parking Charges included a proviso for resident permits for those affected by the introduction of Car Parking Charges at East Strand Car Park. This will affect those living in Causeway Street who have no access to Off-Street parking. Secondly, it was also agreed that provision of car parking would be made available for people attending Portrush Medical Centre beside Dunluce Avenue Car Park where Car Parking Charges are also to be introduced. It is important that Council address what was agreed, in order to alleviate those residents affected by Charges at these two car Parks."*

The Director of Environmental Services explained that consideration was being given to inviting users to re-coupe their parking charges on retention of their tickets.

## **25.2 Complaint - overcrowding (Councillor Mulholland)**

*"Pub Overcrowding Issue - Who issued this directive regarding not following up on the complaint?"*

*Who was the environmental officer that was instructed not to follow up on this matter?"*

The Director of Environmental Services advised he had received a complaint about alleged overcrowding and on-street drinking in and around the Harbour Bar on 17 July 2019. Officers attend the premises that evening along with the PSNI and spoke to the management about their responsibility in relation to dealing with the increased number of people attending the premises.

Additional measures were put in place by the management at that time. Officers followed up the next day with a letter reinforcing their

responsibilities in relation to crowd control and numbers within their premises. Consideration was given to a further follow up visit but as sufficient measures had been implemented, the Director of Environmental Services advised he stood down officers following consultation with his Head of Service and agreed to monitor the situation for the rest of the week of the golf. The Director advised no further complaints were made.

Committee stated they were satisfied with the actions taken by Council Officers on 17<sup>th</sup> July 2019 in the vicinity of the Harbour Bar Complex.

### **25.3 Blue Bin Recycling Collection Service to Schools (Alderman Fielding)**

*"When was the decision made to cease the free fortnightly Blue Bin Recycling Collection Service to Schools.*

*I was contacted by a Principal of a local school as they had received a trade waste annual contract for 2020-2021 for their school and the school kitchen had received a similar one.*

*It indicated that Schools can no longer avail of a free fortnightly blue bin recycling collection service, therefore the cost of the bin collection for schools is going to dramatically increase. The school was therefore in the process of contacting other waste management services to see if they could provide the same service at a reduced cost. I was not aware of this decision be agreed at Council and am asking for clarification."*

The Director of Environmental Services apologised for the error and explained that contact had been made with the schools to continue with previous existing arrangements.

### **25.4 Car Parking, Portrush (Alderman Hillis)**

1. *"What special car parking provisions will be made for staff and patients attending Portrush Medical Centre"?*

The Director of Environmental Services explained that consideration was being given to inviting users to re-coupe their parking charges on retention of their tickets.

2. *"Will the Portrush Dental Clinic which will soon move to beside the Portrush Medical Centre benefit from the same concessions as the Medical Centre"?*

The Director of Environmental Services explained that this request was not agreed.

3. *"As there will inevitably be displacement of cars from Dunluce Street Car Park to nearby streets like Hamilton Place and Victoria Street affecting normal residents parking what provisions are being made to facilitate residents of those streets regarding parking"?*

The Director of Environmental Services explained that this request was not agreed.

4. *"As people attending services and funerals in St Patricks Parish Church Causeway Street Portrush frequently use the East Strand Car Park are there going to be measures put in place to facilitate these people now that this is going to be a pay for car park"?*

The Director of Environmental Services explained that this request was not agreed.

5. *"There at least two mobile traders operating under licence from council in the East Strand Car Park will these licences continue"?*

The Director of Environmental Services explained that these licences would continue to be issued.

6. *"As there will inevitably be displacement of cars from the Harbour Car Park to nearby streets like Lower Main Street, Ramore Street, Ramore Avenue, Princess Street and the Northern end of Kerr Street affecting normal residents parking what provisions are being made to facilitate residents of those streets regarding parking"?*

The Director of Environmental Services explained that this request was not agreed.

7. *"Can an estimate be given for projected income from each of the three car parks for the period from 1st April to 30th September this year and the projected income from 1st October until 31st March 2021"?*

The Director Environmental Services provided the figures as follows:-

East Strand Car Park	£142,950 with 40% occupancy Mar – Sept and 10% occupancy in Winter.
Dunluce Avenue Car park	£96,840 with 60% occupancy Mar – Sept and 10% occupancy in Winter.
Harbour Road Car Park, Portrush	£119,574 with 70% occupancy all year round.

8. *"Can an estimate of costs for each of the car parks for the two periods in question 7 please be given"?*

The Director Environmental Services provided the figures as follows:-

East Strand Car Park	£13,800 per annum
Dunluce Avenue Car Park	£13,800 per annum

Harbour Road Car Park	£6,900 per annum
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9. "Will council be liable to pay rates on these car parks when charging commences and if so how much"?

The Director of Environmental Services calculated based on DFI figures of approximately £50-£75 per space the following cost over a 12 month period:-

East Strand Car Park	£25,000
Dunluce Avenue Car Park	£12,000
Harbour Road Car Park	£1,800

Discussion ensued regarding car parking in Portrush and members felt it would be useful to encourage visitors to use Public Transport.

Proposed by Councillor Wilson  
Seconded by Councillor Holmes and

**AGREED** - to recommend that Council invite DFI/Translink to present to committee ways in which to encourage/enhance the use of public transport when visiting Portrush.

## 25. ENVIRONMENTAL SERVICES FINANCIAL UPDATE

### MOTION TO PROCEED 'IN COMMITTEE'

Proposed by Alderman Fielding  
Seconded by Councillor Chivers and

**AGREED** - that Council move 'In Committee'.

### \* Press left the meeting at 8.45PM.

Confidential report previously circulated, presented by the Director of Environmental Services on the current financial position of Environmental Services Directorate at the end of Period 10.

Council has approved the annual budget for Environmental Services and delegated authority to officers to utilise this budget in the provision of services to the rate payers.

The Director of Environmental Services answered members questions.

### MOTION TO PROCEED 'IN PUBLIC'

Proposed by Alderman Boyle

Seconded by Councillor Beattie and

**AGREED** - that Council move '*In Public*'.

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

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Chair