

Environmental Services Committee Tuesday 2nd June 2015

Table of Recommendations

No	Item	Recommendation
3.	Animal Welfare Complaint W/2013/4994	<i>Initiate legal proceedings and advise legal team of Council's view</i>
4.	Application for Approval Stand-alone Meat Products Premises	<i>Grant</i>
5.	Request for Entertainment and Occasional Licences 5.1 Ruairi Og Hurling Club 5.2 Marquee at Corrymeela Centre 5.3 Open Air Concert Corrymeela Centre 5.4 Main House Corrymeela Centre 5.5 Davey Village Corrymeela Centre 5.6 Cushendall GAC Marquee 5.7 Friends of Glenariffe 5.8 Armoyn Road Races 5.9 Grant of Annual Licence 5.10 Transfer of Entertainment Licence 5.11 Grant of Occasional entertainment Licences	<i>Grant</i>
6.	6.1 Right to sell Ice Cream and Other Concessions 6.2 Rights to Sell Ice Cream , Megaw Play Park, Ballymoney	<i>Approve</i> <i>Consider outcome of auction</i>
7.	Wheels and Axels for Household Bins	<i>Adopt</i>
8.	Proposed Implementation of Bus Shelter Guidelines	<i>Amend to 8no bus shelters</i> <i>Bring information to August committee meeting</i>
9.	The Private Tenancies (Northern Ireland) Order 2005	<i>Note 9-14</i>
10.	Entertainment Licencing Review	
11.	Future Events on Council Property	
12.	Occasional Liquor Licences/Entertainment Licenses	
13.	Outcome of Legal Proceedings 13.1 McClarey's Butchers 13.2 R&J Foods Ltd 13.3 Unlicensed dog [LR424-2014] 13.4 Dog attach on a person [LR563-2014]	

	13.5 Dog attach on a person and on a dog [LR616-2014]	
14.	Street Trading Licence Fees	
18.	Legal Proceedings Dogs LR/38/2015	<i>Instigate legal proceedings</i>
19.	Amendments to Street Naming and Property Numbering Policy and Procedures	<i>Deferred Councillor Baird to submit stated amendments</i>
20.	High Hedge Complaint Ballykelly EH/60/2014	<i>Allow appeal to be heard</i>
21.	Tender for the Supply, Delivery & Installation of New Pontoon, Gangway and M&E Related Services at Portrush Harbour	<i>Award to Messrs Inland & Coastal Marina Systems Ltd in the sim of £97,565.00 excl VAT</i>

Environmental Services Committee

Minutes of the Meeting of Causeway Coast and Glens Borough Council Environmental Services Committee, held in Council Chamber, Civic Headquarters, Coleraine Office on Tuesday 2nd June 2015 at 7.00 pm.

In the Chair: Councillor M Fielding

Members present: Councillor Baird, Alderman Campbell, Councillor Chivers, Alderman Cole, Councillor Douglas, Councillor Duddy, Councillor Holmes, Alderman King, Councillor McCaul, Councillor McLean, Councillor Mulholland, Alderman Mullan, Councillor Watton, Councillor Wilson

In attendance: D Jackson, Chief Executive
A McPeake, Director of Environmental Services
B Edgar, Environmental Services Officer
S Duggan, Business Support Officer

1. Apologies

Apologies were received from Councillor MA McKillop.

2. Minutes of Meeting held 5th May 2015

The Chair reminded Members the minutes of the meeting held 5th May 2015 were ratified by Council on 26th May 2015.

3. Animal Welfare Complaint W/2013/4994

B Edgar reported on the complaint, details of which were circulated.

It was proposed by Councillor Duddy, seconded by Alderman Cole and **AGREED that Council initiate legal proceedings against the person responsible for failing to make adequate welfare provision for the dog under Section 9 of the said Act and for failing to comply with Improvement Notice under Section 10 of the Welfare of Animals Act (Northern Ireland) 2011 and that Council inform its legal team of its view that the dog should not be returned to the owner.**

The Chair put the proposal to the committee to vote, 14 vote for, the Chair declared the proposal carried.

Councillor Douglas recorded that, over the years, Council officers had always dealt with matters in a professional manner.

Alderman Mullan recorded he was not in favour of the decision.

4. Application for Approval Stand-alone Meat Products Premises, Simply Scrumptious, 27 Main Street Ballymoney BT53 6DZ

B Edgar reported on the above application, details of which were circulated.

It was proposed by Councillor Wilson, seconded by Councillor Baird and **AGREED that Council grant full approval under Regulation EC 853/2004 to Simply Scrumptious, 27 Main St, Ballymoney, BT53 6DZ for the production of sausage rolls.**

The Approval Code allocated to this premises remains UK ZS014 EC.

5. Request for Entertainment and Occasional Licences

5.1 Ruairi Og Hurling Club

Premises:	Grounds of 60 Coast Road, Cushendall
Applicant:	Mr Patrick Kane, Ruairi Og Hurling Club
Application:	Grant of occasional entertainment licence for Outdoor Musical Entertainment Days and times on which it is intended to provide entertainment: Saturday 8th August 2015 - 8pm – 1.00am
Representations:	
PSNI and NIFRS:	Awaiting response

5.2 Marquee at Corrymeela Centre

Premises:	Marquee in grounds of The Corrymeela Centre, 5 Drumaroan Road, Ballycastle
Applicant:	Mr Michael McCartney, The Corrymeela Centre
Applicatn:	Grant of occasional entertainment licence for: Marquee (theatrical performances, dancing, singing, music or any similar entertainment) Days and times on which it is intended to provide entertainment: Friday 31st July 2015 - 1.00pm to 11.00pm Saturday 1st August 2015 - 9.00am to 11.00pm Sunday 2nd August 2015 - 9.00am to 11.00pm
Representations:	
PSNI and NIFRS:	Awaiting response

5.3 Open Air Concert Corrymeela Centre

Premises:	Open Air Concert in grounds of The Corrymeela Centre, 5 Drumaroan Road, Ballycastle
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Applicant:	Mr Michael McCartney, The Corrymeela Centre
Application:	Grant of occasional entertainment licence for: Outdoor Musical Entertainment Days and times on which it is intended to provide entertainment: Friday 31st July 2015 - 1.00pm to 11.00pm Saturday 1st August 2015 - 9.00am to 11.00pm Sunday 2nd August 2015 - 9.00am to 11.00pm
Representations:	
PSNI and NIFRS:	Awaiting response

5.4 Main House Corrymeela Centre

Premises:	"Main House", The Corrymeela Centre, 5 Drumaroan Road, Ballycastle
Applicant:	Mr Michael McCartney, The Corrymeela Centre
Application:	Grant of occasional entertainment licence for: Theatrical performances, dancing, singing, music or any similar entertainment Days and times on which it is intended to provide entertainment: 14 unspecified days per year
Representations:	
PSNI and NIFRS:	Awaiting response

5.5 Davey Village Corrymeela Centre

Premises:	"Davey Village", The Corrymeela Centre, 5 Drumaroan Road, Ballycastle
Applicant:	Mr Michael McCartney, The Corrymeela Centre
Application:	Grant of occasional entertainment licence for: Theatrical performances, dancing, singing, music or any similar entertainment Days and times on which it is intended to provide entertainment: 14 unspecified days per year
Representations:	
PSNI and NIFRS:	Awaiting response

5.6 Cushendall GAC Marquee

Premises:	Marquee in grounds of Cushendun GAC, 30 Bay Road, Cushendun
Applicant:	Mr Robert Laverty, Cushendun GAC
Application:	Grant of occasional entertainment licence for: Theatrical performances, dancing, singing, music or any similar entertainment Days and times on which it is intended to provide entertainment: Thursday 16th July 2015 - 9.00pm to 1.00am Friday 17th July 2015 - 9.00pm to 1.00am Saturday 18th July 2015 - 12 Noon to 1.00am Sunday 19th July 2015 - 12 Noon to 1.00am
Representations:	
PSNI and NIFRS:	Awaiting response

5.7 Friends of Glenariffe

Premises:	Marquee in grounds of Glenariffe GAC, 230 Garron Road, Glenariffe
Applicant:	Mrs Sheila Burns, Friends of Glenariffe
Application:	Grant of occasional entertainment licence for: Dancing, singing, music or any similar entertainment Days and times on which it is intended to provide entertainment: Friday 10th July 2015 - 7.00pm to 1.00am Saturday 11th July 2015 - 7.00pm to 1.00am Sunday 12th July 2015 - 7.00pm to 1.00am
Representations:	
PSNI and NIFRS:	Awaiting response

5.8 Armoy Road Races

Premises:	Shed at 136 Hillside Road, Armoy, Ballymoney
Applicant:	Mr Nigel Taggart, Armoy Road Races
Application:	Grant of occasional entertainment licence for: Dancing, singing, music or any similar entertainment Days and times on which it is intended to provide entertainment: Friday 24th July 2015 - 11.30am to 1.00am

	Saturday 25th July 2015 - 11.30am to 1.00am
Representations:	
PSNI and NIFRS:	Awaiting response

It is recommended to Grant of an Occasional Entertainment Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions:

- 1) No representations
- 2) No objections from PSNI or NIFRS
- 3) All requirements as contained within Nightsafe Code of Best Practice 2012.
- 4) All door supervisors employed must be licensed with a scheme recognised by Causeway Coast and Glens Borough Council.

5.9 Grant of Annual Licence

Premises:	Patsy's Bar, 1 Bushmills Road, Coleraine, BT52 2BN
Applicant:	Mr Brian Brennan
Application:	Grant of annual entertainment licence for Patsy's Bar, 1 Bushmills Road, Coleraine, BT52 2BN Days and times on which it is intended to provide entertainment: Monday-Saturday 11.30am – 1am and Sunday 12.30pm – Midnight
Representations:	Closing 5 th June 2015
PSNI and NIFRS:	Awaiting response

Recommendation

Grant of an Annual Entertainment Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions

- 1) No representations
- 2) No objections from PSNI or NIFRS
- 3) All requirements as contained within Nightsafe Code of Best Practice 2012.
- 4) All door supervisors employed must be licensed with a scheme recognised by Causeway Coast and Glens Borough Council.

5.10 Transfer of Entertainment Licence

Premises:	The York, 2 Station Road, Portstewart, BT55 7DA
Applicant:	Mr Colin Fletcher
Application:	Transfer of entertainment licence for The York, 2 Station Road, Portstewart, BT55 7DA

	Days and times on which it is intended to provide entertainment: Monday-Saturday 11.30am – 1am and Sunday 12.30pm – Midnight
Representations:	Closing 10 th June 2015
PSNI and NIFRS:	Awaiting response

Recommendation

Transfer of an Entertainment Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions

- 1) No representations
- 2) No objections from PSNI or NIFRS
- 3) All requirements as contained within Nightsafe Code of Best Practice 2012.
- 4) All door supervisors employed must be licensed with a scheme recognised by Causeway Coast and Glens Borough Council.

5.11 Grant of Occasional Entertainments Licences

Premises:	Marquee in Grounds of Armoy Rugby Club, 32 Drones Road, Armoy
Applicant:	Ms Rebecca Stewart, Moycraig Young Farmers Club
Application:	Grant of occasional entertainments licence for: Musical Entertainment Days and times on which it is intended to provide entertainment: Saturday 4th July 2015 - 10.00pm to 1.00am
Representations:	
PSNI and NIFRS:	Awaiting response

It was proposed by Councillor Baird, seconded by Alderman Campbell and **AGREED to recommend that Council grant Items 5.1-5.11 above, subject to conditions and recommendations stated therein.**

6 Right to sell Ice Cream and Other Concessions

The Director of Environmental Services reported as undernoted:

6.1 Right to sell Ice Cream and Other Concessions

In February 2015 Council placed a public advertisement inviting applications to take part in a public auction for the right to sell ice cream, and other concessions at the following locations:

- a. Ballintoy Harbour -Photography
- b. Waterford Slip, Cushendall – Hot Food
- c. Waterford Slip, Cushendall – Ice cream
- d. Garron Road Car Park, Glenariffe – Ice cream
- e. Portaneevy Car Park, Ballintoy – Ice cream

- f. Portaneevy Car Park Ballintoy – Hot Food
- g. Legge Green Car Park, Cushendall – Ice cream
- h. Pier Yard Car Park Ballycastle – Ice cream
- i. Quay Road Play Park, Ballycastle – Ice cream
- j. East Strand Car Park, Portrush – Ice cream
- k. West Strand Car Park, Portrush – Ice cream
- l. White Rocks Car Park, Portrush – Ice cream
- m. Promenade Car Park, Castlerock – Ice cream
- n. The Beach, Downhill – Ice cream
- o. Magheracross Car Park, Portrush – Ice cream
- p. Riada Stadium Ballymoney, Hot food
- q. Benone Beach – Ice cream
- r. Ballycastle Seafront – Childrens Amusements

The auction took place on 23rd March 2015 in the Council offices, Coleraine, when 29 vendors, who met the specified criteria, were permitted to take part in the auction. Applicants were provided with revised terms and conditions; special conditions were highlighted by the auctioneer prior to the auction.

The auction resulted in the following licences being awarded to the following:

Name	Location	Amount + Vat
Mr. S. O'Boyle	Ballintoy Harbour	£1000 + Vat =£1200
Mr. T. Cullen	Childrens Amusements	£2500+ Vat = £2800
Mr. S. Laverty	Riada Stadium	£200+Vat =£240
Mrs C. Klein	Portaneevy Car Park (Hot food)	£1200+ Vat =£1440
Mrs P. Carey	Waterford Slip	£300+ Vat =£360
Mr H. Jackson	Waterford Slip (ice cream)	£400+ Vat
	Portaneevy Car Park (ice cream)	£500+ Vat =£1080
Mr W. K. Douthart	Whiterocks (Ice cream)	£3500+Vat =£4200
Mr H. Douthart	Pier Yard	£2500+ Vat
	Quay Road Play Park	£200+ Vat =£3240
Mrs T. Clifford	West Strand Car Park	£3200+ Vat =£3840
Mr. J. Dunbar	East Strand Car Park	£6000+ Vat
	Magheracross Car Park	£1000+ Vat =£8400
Mrs R. Pollock	Promenade Castlerock	£5400+ Vat =£6480
Mr R. Kane	Garron Road Car Park	£100+ Vat =£120
Mr C. Kennedy	The Beach Downhill	£2800+ Vat =£3360
Mr R. Devlin	Legge Green Car Park (Ice cream)	£450+ Vat = £540
Mr R. Carton	Benone Beach	£18,000+Vat =£21,600

It was proposed by Councillor Chivers, seconded by Councillor Wilson and **AGREED that Council, retrospectively, approve the outcome of the auction and all associated information in the allocation of trading rights for 2015/18.**

The Chief Executive invited feedback in relation to specific time periods where it is felt that customer needs were not being satisfactorily met at Benone Beach.

6.2 Rights to Sell Ice Cream , Megaw Play Park, Ballymoney

Council have recently completed improvements to Megaw Park in Ballymoney and now intend to invite applications from those traders who attended the above auction for the right to sell ice cream, and other concessions at this site.

It was proposed by Councillor Wilson, seconded by Councillor Duddy and **AGREED that Council consider the outcome of the auction and all associated information in the allocation of trading rights for Megaw Play Park, Ballymoney.**

7. Wheels and Axles for Household Bins

The Director of Environmental Services reported as undernoted:

Each of the four legacy Councils sell replacement wheels and axles for 240 Litre bins (normal household size). The table below shows the existing prices for each of the legacy areas:-

Legacy Area	Set of Wheels	Axle
Ballymoney	£10	£5
Coleraine	£5	£3.50
Limavady	£5	£5
Moyle	£5	£5

It is recommended that the following prices are adopted by Causeway Coast and Glens Borough Council.

	Set of Wheels	Axle
CC&G	£5	£5

The recommended price for Causeway Coast and Glens are collected prices except in circumstances where a householder has already been included on the assisted bin collection list for medical reasons. In these instances Council will deliver and fit.

It was proposed by Alderman King, seconded by Councillor Douglas and **AGREED to recommend that Council adopt the prices as outlined.**

8. Proposed Implementation of Bus Shelter Guidelines

Further to an Environmental Service report item (May 2015) which proposed options to members regarding bus shelter provisions within the Borough

No guidance is currently available to Council officers to deliver the provision of bus shelters within the Borough.

Two recommendations proposed in May's report included;

- A. Council reach a decision to continue to provide new bus shelters or not.
- B. If Council decide to continue new provisions, then it is recommended that Council approve the recommended guidelines to bring a structure and ethos to this delivery.

However members requested further information, which included;

- 1. Total number of Transport NI shelters within the Borough
- 2. Total number of Council shelters within the Borough
- 3. Footfall usage utilising existing bus shelters.

Research produced the following results

Legacy Area	Council Owned	Transport NI / Clearchannel
Moyle	23	2
Ballymoney	52	43
Coleraine	34	32
Limavady	31	17
TOTAL BUS SHELTERS	140	94

The above information has been passed to Translink to confirm footfall numbers. This information will be brought to Council, when available.

The Director of Environmental Services further advised that following the last committee meeting, the actual number of bus shelter works that are currently in the pipeline are 8no.

IT WAS AGREED to note the amended quantity of, 8no bus shelters, in the pipeline to progress.

It was proposed by Councillor Holmes, seconded by Alderman Mullan and **AGREED to recommend that Council invite the Director of Environmental Services to bring back information to the August committee meeting.**

9. The Private Tenancies (Northern Ireland) Order 2005

IT WAS AGREED to recommend that Council note Items 9-14 inclusive, subject to the recommendations and conditions stated therein.

The Director of Environmental Services reported as undernoted:

The purpose of this report is to advise members of the number of Certificate of Fitness granted under Article 36(4) of the above legislation, the dwellings having been inspected and deemed to meet the fitness standard for human habitation as set out in Article 46 of the Housing (Northern Ireland) Order 1981.

Landlord	Dwelling House
Mr. Don Logan	290 Frosses Road, Cloughmills, Ballymena, BT44 9NF
Mrs. Sharon Moore	4 Ballycregagh Road, Cloughmills, Ballymena, BT44 9LB
Mr. Robert Ross	148 Seacon Road, Ballymoney, BT53 6PZ

10. Entertainment Licencing Review

In July 2014, Mark H Durkan MLA, Minister of the Environment announced a review of the entertainment Licensing regime in Northern Ireland. A working group of interest groups was tasked to review the current legislation (in place since 1985) and make recommendations on modernising changes that they considered should be made.

This group have proposed 36 recommendations which the Minister is seeking comment on.

11. Future Events on Council Property

Keswick Convention have requested exclusive use of Convention Avenue Car Park Portstewart to accommodate their annual tent mission (Keswick @ Portstewart) from 11th to 17th July 2015. The car park is currently owned by Keswick Convention but under lease to Council. Advance warning signage of the car park closure will be erected by the organisers who will also be on hand to marshal traffic during the event.

12. Occasional Liquor Licences/Entertainment Licenses

The undernoted applications for occasional licences have been received, acknowledged and responded to without objection during the report period.

<u>Applicant</u>	<u>Purpose</u>	<u>Dates</u>
Pauline Gallagher, Ma Kelly's Grill Bar, 21 Church Street, BALLYMONEY, BT53 6HS.	Occasional Licence at Ballymoney Showgrounds	Friday 5 th June 2015 from 11.30am to 01.00am and Saturday 6 th June 2015 from 11.30am to 01.00am.
Frances McNeill The Mariners Bar 7 Main Street Glenariffe	Occasional Licence for Cushendall Parish Hall 20 Chapel Road Cushendall	Saturday 13th June 2015 from 7.00pm to 1.00am

<u>Applicant</u>	<u>Purpose</u>	<u>Dates</u>
Frances McNeill The Mariners Bar 7 Main Street Glenariffe	Occasional Licence for Marquee at Oisin's Hurling Club 208 Garron Road Glenariffe	Friday 10th July 2015 from 7.00pm to 1.00am Saturday 11th July 2015 from 12 Noon to 1.00am Sunday 12th July 2015 from 12 Noon to 1.00am
Mr Edward Hunter Hunter's Bar 106 Cushendall Road Ballyvoy Ballycastle	Occasional Licence for Culfeightrin Parish Hall 87A Cushendall Road Ballyvoy Ballycastle	Friday 12 th June 2015 from 8.00pm to 1.30am

The undernoted applications for entertainment licences have been received, acknowledged and processed during the report period.

<u>Applicant</u>	<u>Name of Premises</u>
Mr Patrick Joseph Kelly	Portstewart Arms
Mr Colin Kennedy	Village Tavern
Mr Gareth Witherow	Tides Restaurant
Ms Gwynee Fletcher	55 North
Mr James Bowman	Berthas Bar

13. Outcome of Legal Proceedings

The purpose of this report is to update members in relation to recent enforcement action.

13.1 McClarey's Butchers

Defendant: McClarey's Butchers
Address: 121 Coleraine Road, Portrush, BT56 8HN

Offences: (i) Sale of food exceeding the permitted amount of preservative contrary to the Food Additives, Flavourings, Enzymes and Extraction Solvents Regulations (NI) 2013

Failure to adequately label meat products offered for sale contrary to the Food Labelling Regulations (NI) 1996

Results:	Fine:	£100 per offence (£200 total)
	Offender Levy:	£15
	Professional Fees:	£125
	Court Costs:	£ 22

A formal chemical sample of 'special sausage meat' was taken from the above premises on 21 August 2014 and on analysis was found to contain 995 mg/100g of sulphur dioxide preservative. The maximum permitted level of this preservative is 450mg/100g. The meat on display did not have any counter labels indicating the name of the meat product. The business had already received a formal caution for a similar offence in January 2014.

13.2 R & J Foods Ltd (trading as Greenmount Spar)

Defendant: R & J Foods Ltd (trading as Greenmount Spar)
Address: 3-5 Greenmount Ave, Coleraine, BT51 3QB

Offences: Two counts of offering food for sale beyond the 'Use By' Date contrary to the General Food Regulations (NI) 2004 & EC Regulation 178/2002

Results:	Fine:	£500 per offence (£1000 total)
	Offender Levy:	£15
	Professional Fees:	£125
	Court Costs:	£ 19

On 2 occasions, namely 16 February 2015 and 11 March 2015, foods were found offered for sale beyond the 'Use By' date at Greenmount Spar at the above address. The February offence related to 'Spar Ardennes Pate' which had a 'Use By' date of 27 January 2015 and the March offence related to 'causeway Fresh cheese and Bacon Fries' which had a 'Use By' date of 10 March 2015. Previous to these offences the company had accepted a formal caution in February 2013 and had been successfully prosecuted in February 2014 for similar offences.

13.3 Unlicensed dog [LR424-2014]

Dogs (Northern Ireland) Order 1983 as amended
Dogs (Northern Ireland) Order 1983 Article 3, 28 And 29

Unlicensed dog [LR424-2014]

LBC - v – Mr O Young, Limavady

Recommendation accepted by Limavady BC October 2014

At Limavady Magistrates Courthouse on the 15th April the Judge imposed a fine of £100.00 together with an offender levy of £15.00. Legal costs of £250.00 together with court costs £38.00 were granted.

13.4 Dog Attack on a person [LR563-2014]

LBC - v – Ms C Lynn, Dungiven

Recommendation accepted by Limavady BC November 2014

Recommendation

At Limavady Magistrates Courthouse on the 15th April a guilty plea was entered and the Judge imposed a fine of £100.00 together with an offender levy of £15.00. Compensation of £250.00 is to be paid. Legal costs of £125.00 together with court costs of £44.00 were granted.

13.5 Dog Attack on a person and on a dog [LR616-2014]

LBC - v - Mr R McCloskey, Limavady

Recommendation accepted by Limavady BC January 2015

At Limavady Magistrates Courthouse on the 15th April Mr McCloskey was prosecuted for two dog attack offences, one on a person and one on a dog. A guilty plea was entered for both offences. The Judge imposed a conditional discharge for a period of two years. He ordered compensation of £250.00 payable to the dog owner together with reimbursement of £200.00 for the veterinary fees. He imposed that the dog be destroyed unless it was muzzled and kept on a lead when outside its place of residence. He indicated that there would be automatic destruction if the conditions were not met. Legal costs of £250.00 together with court costs of £62.00 were granted.

14. Street Trading Licence Fees

Street Trading Act (NI) 2001

Council in accordance with the Street Trading Act 2001 have recently published and consulted with traders with respect to street trading fees. In response to the consultation 1 anonymous response has been received.

Having considered this response it is considered that the fees proposed at the Council meeting of February 2015 and based on the recovery of costs to Council in administering the licensing scheme under the Street Trading Act (N.I.) 2001 do not require variation and are agreed.

Summary of Proposed Fees

Stationary Street Trading Licence (Annual)

Application fee (non-refundable)	Enforcement Fee	Total Licence Fee
£100	£190	£290

Mobile Street Trading Licence Fee (Annual)

Application fee (non-refundable)	Enforcement Fee	Total Licence Fee
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£90	£300	£390
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Temporary Street Trading Licence Fee

Application fee (non-refundable)	Enforcement Fee	Total Licence Fee
£60	£40	£100

Lammas Fair Licence Trading Licence Fee

Licence Type	Total Licence Fee
Stationary/Temporary Trading	£175
Mobile	£90

Policy on refunds specified in Lammas Fair licensing procedures.

Variation of Licence Conditions:

Application for the variation of licence conditions (non-refundable)	£45
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15. Consultations

Committee noted the following consultation documents:

15.1 Road Traffic (Speed Limits Bill)

15.2 DARD Consultation on Draft Flood Risk Management Plans – End of Consultation Period (DARD)

15.3 Entertainment Licensing Review (Entertainment Licensing Review Group)

16. Matters for reporting to Partnership Panel

- Erosion of Sand Dunes at Magilligan Point
- Japanese knotweed along River Banks

17. Any Other Relevant Business

17.1 Tendering Process

In response to a query from Councillor Watton, the Director of Environmental Services clarified an example of an everyday Council tendering process.

17.2 Diversity Play Park, Flowerfield

In response to comments from Councillor Duddy, the Director of Environmental Services advised that a further report would be brought back.

17.3 Council Depot, Loughanhill Industrial Estate

The Director of Environmental Services provided an update and completion date for works being undertaken at the Civic Amenity Site.

17.4 Weeds

It was proposed by Alderman Mullan, seconded by Councillor Watton and **AGREED to recommend that Council write to DRD Roads Service regarding the state of weeds growing through footpaths at Aghanloo, Limavady.**

18. Legal Proceedings Dogs LR/38/2015

It was proposed by Councillor Duddy, seconded by Alderman King and **AGREED to recommend that committee move 'in committee'.**

*** Press left the meeting.**

B Edgar reported, on the above, details of which were circulated.

Offences

Article 17 (1) (a) The Dogs Order (Northern Ireland) 1983 provides the following offence;

"any person who where he is not the holder of a dog licence, keeps a dog shall be guilty of an offence."

Penalties

A person guilty of an offence under this Article shall be liable on summary conviction to a fine not exceeding Level 3 (£1000.00).

Council has evidence that the dog was not licensed at the time the fixed penalty was issued and remains unlicensed at 1st April and can prove the offence under Article 17 (1) of the Dogs Order.

It was proposed by Councillor Douglas, seconded by Alderman Cole and **AGREED to recommend to Council that legal proceedings be instigated against the owner of the dog for keeping an unlicensed dog.**

19. Amendments to Street Naming and Property Numbering Policy and Procedures

The Director of Environmental Services reported, circulated.

Councillor Mulholland, referring to sections within the Policy, put forward amendments.

Councillor Baird also suggested specific amendments to the Policy.

It was proposed by Councillor Duddy, seconded by Alderman Cole and **AGREED to recommend that Council defer the Item.**

It was proposed by Councillor Baird, seconded by Councillor Holmes **and AGREED to recommend that Councillor Baird submit the stated amendments to the Director for consideration in his report.**

The Chief Executive advised that the suggested amendments would be visually tracked, a legal opinion applied and brought back to committee for further consideration.

20. High Hedge Complaint Ballykelly EH/60/2014

B Edgar reported on the above complaint, summarised as undernoted and details of which were circulated. An update, since the compilation of the report was provided for members' consideration.

Offences

Section 10 (1) High Hedges Act (Northern Ireland) 2011 provides the offence:

10—(1) Where—

- (a) a remedial notice requires the taking of any action, and**
- (b) that action is not taken in accordance with that notice within the compliance period or (as the case may be) by the subsequent time by which it is required to be taken, every person who, at a relevant time, is an owner or occupier of the neighbouring land is guilty of an offence.**

A person found guilty of an offence under Section 10 (1) shall be liable on summary conviction, to a fine not exceeding level 3 on the standard scale. (£1000).

In light of the above, IT IS RECOMMENDED that legal proceedings be instigated against the land owner for failure to comply with the requirements of the remedial notice.

In light of the additional information supplied, **IT WAS AGREED to allow the land owner the opportunity to appeal against the notice.**

- * Councillor Mulholland left the meeting at 9.00pm during consideration of the matter.**

21. Tender for the Supply, Delivery & Installation of New Pontoon, Gangway and M&E Related Services at Portrush Harbour

The Director of Environmental Services reported, summarised as undernoted:

In March 2014 at the Leisure & Development Services Committee, Coleraine Borough Council gave permission to submit a grant funding application to the European Fisheries Fund, to improve the Commercial fishing Infrastructure at both Portrush & Portstewart Harbours.

A grant of £181,932.00 was awarded, with Council contributing a further £67,676.00, resulting in an overall budget figure of £249,608.00.

The portion of works which has now been tendered having an allocated budget of £148,000.00.

The works will entail the replacement of the existing Pontoons & Gangway at Portrush Harbour to address Health & Safety issues, whilst making the facility more accessible to users / commercial fishing activities.

The existing Pontoons will be placed to one side and stored, until monies become available for refurbishment, and fitting elsewhere within harbours in the Causeway Coast & Glens Borough Council area conducted.

Tender Process

Multiple companies expressed an interest in the tender competition, which was advertised in the Belfast Telegraph & the local Chronicle.

A 2-week tender period was allocated to this competition / procurement, ending at 12noon Friday 15th May 2015.

Of the companies who expressed an interest, 3no. tenders were received as listed below:-

- 1. McMackin Contracts Limited**
- 2. Lagan Operation & Maintenance Limited**
- 3. Inland & Coastal Marina Systems Limited**

Tender Assessment

This tender assessment was formed by two parts as listed below:-

1. Part 1:- Pass / Fail

- Section 1:- Mandatory Information.**
- Section 2:- 3no. Questions, consisting of:-**
 - 1. Experience of 2no. Relevant previous projects carried out in the last seven years.**
 - 2. Programme**
 - 3. Risk**

All three tenderers achieved a Pass rating in Part 1

2. Part 2:- Most Economically Advantageous Tenderer, (100%).

- Interview, (the Most Economically Advantageous Tenderer having been interviewed).**

Contractor Name	Tendered Total of Prices	Rank
Inland & Coastal Marina Systems Ltd	£97, 565.00	1
Lagan Operations & Maintenance Ltd	£104, 117.14	2
McMackin Contracts Limited	£113, 335.00	3

It was proposed by Councillor Duddy, seconded by Alderman King and **AGREED to recommend that Council award the contract to Messrs. Inland & Coastal Marina Systems Limited in the sum of £97,565.00, (excl. VAT), being the Most Economically Advantageous tenderer.**

It was proposed by Councillor Duddy, seconded by Councillor McCaul and **AGREED to recommend that Council move out of 'in committee'.**

22. Date of Next Meeting

Tuesday 4th August 2015, 7pm, Civic Headquarters, Coleraine

This being all the business the meeting closed at 9.22pm.