

**ENVIRONMENTAL SERVICES COMMITTEE MEETING  
TUESDAY 3 OCTOBER 2017**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
<b>1</b>	Apologies	<b><i>Councillors Chivers and Hunter</i></b>
<b>2</b>	Declarations of Interest	<b><i>None</i></b>
<b>3</b>	Minutes of Environmental Services Committee Meeting held on 5 September 2017	<b><i>Approve</i></b>
<b>4</b>	Licencing Items	<b><i>Approve Items 4.1 - 4.6 inclusive</i></b>
<b>5</b>	125 <sup>th</sup> Anniversary, Girls Brigade, NI	<b><i>Approve</i></b>
<b>6</b>	“Pauper’s” Graves, Ballymoney Cemetery	<b><i>Accept Proposal</i></b>
<b>7</b>	The Roads (Miscellaneous Provisions) Act (NI) 2010 Prohibition or Restriction of Use of Public Roads: Special Events: Determination of Fees	<b><i>Adopt</i></b>
<b>8</b>	Licensing Report	<b><i>Information</i></b>
<b>9</b>	Street Trading Lammas Fair	<b><i>Information</i></b>
<b>10</b>	Purchase of Tractor and Flail	<b><i>Approve</i></b>
<b>11</b>	Provision of Services for the Collection and Recycling of Tyres and Rims	<b><i>Approve</i></b>

<b>12</b>	Procurement of Refuse Collection Vehicle	<b><i>Approve</i></b>
<b>13</b>	Any Other Relevant Business	
	13.1 Update on Restoration Work Required for the Garvagh Memorial	<b><i>Application for repair submitted to War Memorial Trust</i></b>
	13.2 Outline of Grass Cutting Arrangements for Kilrea Toilets	<b><i>Low Maintenance planting for next year</i></b>
	13.3 Ballycastle Holiday Resort Designation	<b><i>Report to be brought to November ES meeting</i></b>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
ENVIRONMENTAL SERVICES COMMITTEE  
IN CIVIC HEADQUARTERS, COLERAINE ON  
TUESDAY 3 OCTOBER 2017 AT 7:00 PM**

**In the Chair:** Councillor McLean

**Members Present:** Aldermen: Campbell and King  
Councillors: Callan, Chivers, Douglas, Fielding,  
Holmes, Hunter, Loftus, MA McKillop, Mulholland,  
Watton, Wilson and Stevenson

**Officers Present:** A McPeake, Director of Environmental Services  
B Edgar, Head of Health and Build Environment  
E McCaul, Committee and Member Services Officer

**In Attendance** Press (2 No)

**1 APOLOGIES**

Apologies were recorded for Councillor McCaul.

**2 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**3 MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING  
HELD 5 SEPTEMBER 2017**

The Chair advised that the minutes of the above meeting were approved at the Council Meeting on 26 September 2017.

**4 LICENSING ITEMS**

**4.1 Grant of Annual Indoor Entertainment Licence**

<b>Premises:</b>	Kilrea Golf Club
<b>Application:</b>	Grant of annual entertainments licence for Kilrea Golf Club.  Days and times on which it is applied to provide entertainment: Monday – Thursday 19 – 23:00 hrs

**It is recommended** to Grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations on the Councils licensing department inclusive of the following special conditions:

- (i) No representations and (ii) No objections from PSNI or NIFRS

#### 4.2 Grant of Annual Indoor Entertainments Licence

<b>Premises:</b>	Charmichael's 21 Church Street, Ballymoney, BT53 GHS
<b>Application:</b>	Grant of an annual entertainment licence for Carmichael's  Days and times on which it is applied to provide entertainment:  Monday – Saturday, 11:30 – 1.30 hrs and Sunday 12:00 - 1.30 hrs

**It is recommended** to Grant an Annual Entertainments Licence subject to compliance with any recommendations of the Councils licensing department.

#### 4.3 Grant of Annual Indoor Entertainment Licence

<b>Premises:</b>	The Crannagh Coffee Shop and Bistro, 78 Portstewart Road, Coleraine, BT52 1SB
<b>Application:</b>	Grant of an Occasional Entertainments licence for Crannagh Coffee Shop and Bistro  Days and times on which it is applied to provide entertainment:  Monday – Saturday 9:00 hrs – 1:00 hrs and Sunday 9:00 hrs – 12:00 hrs

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

- (ii) No representations and (ii) No objections from PSNI or NIFRS

#### 4.4 Grant of Annual Indoor Entertainments Licence

<b>Premises:</b>	The Armada Inn, 167 Hillside Road, Armoy, BT53 8RH
<b>Application:</b>	Grant of an Annual Entertainments Licence for The Armada Inn Days and times on which it is applied to provide entertainment: Monday – Friday: 11.30 – 23.30 hrs Saturday 11:30 hrs – midnight Sunday 12.00 – 22:30 hrs

**It is recommended** to Grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions:

- (i) No representations and (ii) No objections from PSNI or NIFRS

#### 4.5 Grant of Annual Indoor Entertainments Licence

<b>Premises:</b>	The Forge Bar, 6 Newmarket Street, Coleraine, BT52 1EH
<b>Application:</b>	Grant of Annual Entertainments for The Forge Bar Days and times on which it is applied to provide entertainment: Monday – Saturday 11.30 hrs – 00:Sunday 31 December 12:30 - 23:30 hrs

**It is recommended** to Grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions:

- (i) No representations

#### 4.6 Variation of Entertainment Licence

<b>Premises:</b>	Golf Links Hotel, 140 Dunluce Road, Portrush
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<b>Background</b>	<p>The annual entertainment licence for this premises permits entertainment on the following days and times:</p> <p>Monday – Tuesday 11:30 – 1:00  Tuesday – Wednesday 11:30 – 1:00  Wednesday – Thursday 11:30 – 1:30  Thursday – Friday 11:30 - 1:00  Friday – Saturday 11:30 – 1:30  Saturday – Sunday 11:30 – 1:00  Saturday – Sunday (Lush &amp; Synk Only) 1:00 – 2:00  Sunday 12:30 - midnight</p>
<b>Application:</b>	<p>Council is in receipt of an application to vary the entertainment licence. The days and times of which variation is applied for to provide entertainment licence in addition to the existing licence are as follows:</p> <p>Saturday - Sunday 29 October 2017 – 02:00 – 02:30  Tuesday - Wednesday 1 November 2017 – 01:00 – 02:00  Tuesday - Wednesday 27 December 2017 01:00 – 02:30  Sunday - Monday 1 January 2018 – 00:00 – 02:30  Monday - Tuesday 3 April 2018 – 01:00 – 02:30  Thursday - Friday 18 August 2018 01:00 – 02:30  These dates relate to annual events including Halloween, Christmas, New Year’s Eve and Easter.</p>

**It is recommended** variation of entertainment licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions:

- (i) No representations and(ii) No objections from PSNI or NIFRS

**AGREED** – to recommend that Council approve recommendations therein at Items 4.1 - 4.6 inclusive.

## 5 125<sup>th</sup> ANNIVERSARY GIRLS BRIGADE NI

The Girls Brigade NI (the largest youth organisation in NI) will be celebrating their 125<sup>th</sup> anniversary in 2018. They are hoping to have a flowerbed display in each of the 11 council areas to acknowledge this occasion. They are requesting that Council permit the erection of a small sign adjacent to a flowerbed which could be planted out to represent, as

far as practicable, their GB crest and colours. Council would supply and plant the flowers and GBNI would supply the sign. An existing flowerbed could be used so no additional cost would be incurred by Council.

**Recommendation** - that Council support this initiative by allowing a flowerbed to be planted out to acknowledge the 125<sup>th</sup> anniversary of the GBNI.

Proposed by Councillor Holmes  
Seconded by Councillor Stevenson and

**AGREED** – that Council support this initiative by allowing a flowerbed to be planted out to acknowledge the 125<sup>th</sup> anniversary of the GBNI.

## **6 PAUPERS GRAVES, BALLYMONEY CEMETERY**

Report circulated.

When cemeteries were opened in the late 19<sup>th</sup>/early 20<sup>th</sup> century, an area of the cemetery was reserved for those who died in unfortunate circumstances and could not afford a Christian burial.

Knock Road Cemetery, Ballymoney has a section which has been reserved for such occasions but to date no memorial marks this part of the cemetery. Local Funeral Director, James McMullan & Son has generously suggested that he would supply and erect a memorial stone to mark this section at his cost.

**It is recommended** – that Council accept this proposal and waive any fees associated with approvals. It is also recommended that Council write thanking James McMullan & Son for his generous offer.

Proposed by Councillor Stevenson  
Seconded by Councillor Mulholland and

**AGREED** – that Council accept this proposal and waive any fees associated with approvals. It is also recommended that Council write thanking James McMullan & Son for his generous offer.

## **7 THE ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010 PROHIBITION OR RESTRICTION OF USE OF PUBLIC ROADS: SPECIAL EVENTS: DETERMINATION OF FEES PAVEMENT CAFÉ LICENSING – GUIDANCE FOR APPLICANTS**

Further to the Council meeting on 26 September 2017, Members agreed to bring this item in relation to the determination of fees back to Environmental Services Committee for further consideration.

At the ES Committee held on 5 September 2017, consideration was given to defining small and large events and the setting of fees accordingly. A refundable deposit of £200 was also suggested to ensure street cleansing costs are covered.

Members indicated their preference for Community Run Events to be considered separately at a reduced fee or no fee.

The table below shows the estimated number of events and proposed fees for each.

Type of Event	No. of Events/ annum	Admin Cost	Advertising Cost	Refundable Deposit	Total Proposed Cost – (if deposit returned)
Community – (Not for Profit)	1	0	0	200	0
Council	10	165	250	200	415 – Internal Charge
Commercial/ Business	12	165	250	200	415

Community groups running events must provide evidence of their constituted status.

**It is recommended** - that the fees for processing an application under the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 as outlined in the table above be adopted and that a review be undertaken within 12 months to determine adequacy.

Proposed by Councillor Holmes  
 Seconded by Councillor Mulholland and

**AGREED** - that the fees for processing an application under the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 as outlined in the table above be adopted and that a review be undertaken within 12 months to determine adequacy.

## 8 LICENSING ITEMS REPORT

Information report circulated.

### 8.1 Local Government (Miscellaneous Provisions) (NI) Order 1985 Entertainment Licences

16 applications for Entertainment Licences had been received, acknowledged and processed during the report period.



## **8.2 Petroleum (Regulations) Acts 1929 and 1937 Petroleum Spirit Licence**

5 application for the renewal of Petroleum Spirit Licences had been received, acknowledged and processed during the report period.

## **8.3 Betting, Gaming, Lotteries & Amusements (NI) Order 1985**

1 application for renewal of an amusement permit had been received and processed during the report period.

1 application for society lottery registration had been received, acknowledged and processed during the report period.

The information report was noted.

## **9 STREET TRADING LAMMAS FAIR**

At the Environmental Services Committee 5 September 2017, a request was made as to the number of licensed stalls at the Lammas Fair from 2015- 2017

Stalls are licensed with respect to the Street Trading Act (NI) 2001 and whilst applicants are encouraged to apply before the event in order to process there application, Licences are also issued on the days of the event to traders. The table below provides information on the number of licences issues to traders from 2015-2017

<b>Year</b>	<b>Pre Fair</b>	<b>On the Day</b>	<b>Sunday</b>	<b>Total</b>
2015	98	71	10	179
2016	135	55		190
2017	149	40	12	201

The information report was noted.

- \* Agreed to change the order of business and discuss Agenda Item 13 Any Other Relevant Business next.

## **13 ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (o))**

In accordance with Standing Orders 12(o) the following Members gave notice of items to be considered:

### **13.1 Update on Restoration work required for the Garvagh War Memorial (Councillor Holmes)**

The Director of Environmental Services advised that a condition survey had identified a number of repairs which were needed at Garvagh War Memorial and whilst some external work had been completed, additional repairs would cost in region of £30,000.

An initial application for funding towards the cost of additional repairs had been submitted to the War Memorial Trust and if successful a further application would need to be submitted with further details. The Environmental Services Committee would be kept up to date on progress.

### **13.2 Outline of the Grass Cutting arrangements for Kilrea toilets (Councillor Holmes)**

The Director of Environmental Services advised that the Contractor had arrived late on site late this year. For next year, this area had been identified for low maintenance planting and stoning.

### **13.3 Ballycastle Holiday Resort Destination (as per paragraph 9 of The Shops [Sunday Trading] Northern Ireland Order 1997) (Councillor Mulholland)**

Councillor Mulholland pointed out that Ballycastle was very busy even at the end of September and queried if the town would obtain Holiday Resort Designation status as per paragraph 9 of the Shops (Sunday Trading) Northern Ireland Order 1997.

Proposed by Councillor Mulholland  
Seconded by Councillor Chivers and

**AGREED** – that the Director of Environmental Services bring a report on Ballycastle Holiday Resort Destination to the November 2017 Environmental Services Meeting.

### **MOTION TO PROCEED 'IN COMMITTEE'**

Proposed by Councillor Hunter  
Seconded by Councillor Wilson and

**AGREED** - that the Committee proceed to conduct the following business 'In Committee'.

\* Press left meeting at 7.30 pm.

## 10 PURCHASE OF TRACTOR AND FLAIL

The Environmental Services Committee received a confidential report on purchase of tractor and flail mower to provide greater flexibility and safety in the maintenance of hedges and sloping grassed areas in the Ballymoney area.

The report set out background details to use of the vehicle by ground maintenance staff.

In response to public advertisement 3 quotations were received. One was discounted as it did not meet the specification. The cost to purchase is provided for in the Estates Capital expenditure budget.

**It is recommended** - that Council approve the purchase of a tractor and flail mower for grounds maintenance work for a price of £47,695 from D. A. Forgie.

Proposed by Alderman King  
Seconded by Councillor Wilson and

**AGREED** - that Council approve the purchase of a tractor and flail power for grounds maintenance work for a price of £47,696 from D. A. Forgie.

## 11 PROVISION OF SERVICES FOR THE COLLECTION AND RECYCLING OF TYRES AND RIMS

The Committee considered a confidential report, the purpose of which was to outline details of tender evaluation submitted for the collection and recycling of tyres and rims.

The tender was issued by North West Region Waste Management Group (NWRWVG) on behalf of its constituent Councils.

The initial contract period will be 3 years. This duration may be extended at the sole discretion of the council by a further 2 years.

One tender response was received. Tender was evaluated in accordance with the evaluation methodology as detailed in the invitation to tender issued by NWRWVG. Submission was compliant and received from R4 Ltd.

The Joint Committee of NWRWVG has recommended that Council consider the selection of R4 Ltd in respect of the above tender.

The award is subject to R4 Ltd providing a copy of its Waste Management License and Planning Permission for its Tavanagh Industrial Estate facility.

**It is recommended** - that Council approves the recommendation made by the Joint Committee of NWRWMG and award the tender to R4 Ltd.

Proposed by Alderman King  
Seconded by Councillor Stevenson and

**AGREED** – that Council approved the recommendation made by the Joint Committee of NWRWMG and award the tender to R4 Ltd.

## **12 PROCUREMENT OF REFUSE COLLECTION VEHICLES**

The Environmental Services Committee received a confidential report on tender for three refuse collection vehicles.

Causeway Coast and Glens own and operate a fleet of 20 no. refuse collection vehicles and lease a further 5 no. refuse collection vehicles. Three of the existing refuse collection vehicle fleet, 1 no. 2004 Dennis Eagle Elite 2 and 2 no. 2005 Dennis Eagle Elite 2, are in need of replacement.

It is essential that Council operates a fleet of vehicles that is efficient and meets the current environmental and legislative standards.

Council tendered for three refuse collection vehicles and received five returns. Four returns were compliant and one return was non-compliant.

Details of the tenders and products offered were circulated to the Committee.

**It is recommended** - that Council purchase 3 no. Dennis Eagle Elite 6 refuse collection vehicles from Manvik Plant & Hire at a combined cost of £457,365.

Proposed by Councillor Stevenson  
Seconded by Councillor Wilson and

**AGREED** – that Council purchase 3 no. Dennis Eagle Elite 6 refuse collection vehicles from Manvik Plant & Hire at a combined cost of £457,365.

### **MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Councillor Stevenson  
Seconded by Councillor Wilson and

**AGREED** – that the Committee proceed to conduct the following business 'In Public'.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 7:40 pm.

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Chair