

**ENVIRONMENTAL SERVICES COMMITTEE MEETING  
TUESDAY 8 JUNE 2020**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
3.	Minutes of Meeting held Tuesday 10 March 2020	<b>Confirmed</b>
4.	Notice of Motion proposed by Councillor MA McKillop, seconded by Councillor Mulholland referred from 2 June 2020 Council Meeting	<b>Support the Notice of Motion</b>
5.	Notice of Motion proposed by Councillor Peacock, seconded by Councillor Bateson referred from 2 June 2020 Council Meeting	<b>Support the Notice of Motion</b>
6.	Caravan Site Licence	<b>Grant the Caravan Site Licence subject to compliance with Conditions and recommendations of Councils licensing section</b>
7.	Approval of Premises as a Venue for Civil Marriage and Civil Partnership	<b>Grant subject to compliance with any recommendations of Councils licensing section</b>
8.	Employment of Animal Welfare Officers Currently on Secondment to Mid and East Antrim Borough Council from Antrim & Newtownabbey Borough Council and Belfast City Council	<b>sign the agreement; delegate authority to the Director of Environmental services to sign on behalf of Council</b>

9.	MOU and Information Sharing Agreement with PSNI regarding The Health Protection (Coronavirus Restrictions) Regulations (Northern Ireland) 2020 As Amended	<b>agree to signing the final versions of each document to ensure consistent and efficient enforcement of the Regulations; that authority be given to the Director of Environmental Services to sign on behalf of Council</b>
10.	Replacement Vehicles	<b>purchase of 3no. 3.5t tippers and 1no. 7.5t tipper (Option C) at a cost of £128,825</b>
11.	Harbour and Marina – COVID-19 Impact	
	11.1 Discount/reduction offered to Harbour & Marina customers due to COVID-19 restrictions	<b>approve Option 1 (with discount) for harbour &amp; marina fees, for the duration of COVID-19 restrictions.</b>
	11.2 Additional Support for Marine businesses during COVID-19	<b>Approve the same discount in Option 1 is applied to Charter, Fishing and Work vessels</b>
12.	Environmental Services Business Plans	<b>approve the proposed business plans for the 2020 / 21 period, providing a focus for officers responsible for delivering Environmental Services</b>
13.	Amusement Permit Renewals	<b>Information</b>
14.	Entertainment Licence Renewals	<b>Information</b>
15.	Petroleum Spirit Licence Renewals	<b>Information</b>

<b>16.</b>	Society Lottery Registrations	<b>Information</b>
<b>17.</b>	Street Trading Licence Renewals	<b>Information</b>
<b>18.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12 (o))	
	<b>18.1</b> Alderman Robinson	<b>Head of Health and Built Environment to write to Stormont to request increase in dog fouling fines levy</b>
	<b>18.2</b> Alderman Finlay	<b>Information</b>

**MINUTES OF THE PROCEEDINGS OF THE  
ENVIRONMENTAL SERVICES COMMITTEE HELD IN  
THE COUNCIL CHAMBER, CIVIC HEADQUARTERS AND  
VIA VIDEO CONFERENCE, ON  
TUESDAY 9 JUNE 2020 AT 7.00PM**

**In the Chair:** Councillor McQuillan

**Members Present:** Alderman Boyle, Fielding, Finlay, Robinson;  
Councillors Bateson, Beattie (remote), Chivers  
(remote), Holmes, Hunter (remote), McGlinchey,  
McLaughlin, McLean, Mulholland (remote), Wallace  
and Wilson (remote).

**Non Committee  
Members Present:** Councillor MA McKillop (remote) Item 4  
Councillor Peacock (remote) Item 5

**Officers Present:** A McPeake, Director of Environmental Services  
B Edgar, Head of Health & Built Environment (remote)  
G Doyle, Head of Estates (remote)  
A Mullan, Head of Operations  
J Richardson, Head of Capital Works, Energy & Infrastructure  
S Duggan, Civic Support & Committee & Member Services Officer  
P Donaghy, Democratic & Central Services Manager (remote)

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

Councillor McQuillan thanked his Party for the nomination as Chair, Councillor McQuillan welcomed new committee member, Councillor Bateson and further stated he looked forward to working with committee's Vice Chair.

**1. APOLOGIES**

There were no apologies recorded.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**3. MINUTES OF MEETING HELD TUESDAY 10 MARCH 2020**

The Minutes of the Meeting held Tuesday 10 March 2020 were confirmed as a correct record.

**AGREED** - To Change The Order of Business.

**4. NOTICE OF MOTION PROPOSED BY COUNCILLOR MA MCKILLOP, SECONDED BY COUNCILLOR MULHOLLAND REFERRED FROM 2 JUNE 2020 COUNCIL MEETING**

*'That this council welcomes the announcement from the Infrastructure Minister that an additional £3M will be allocated to fixing street lights and filling potholes in our roads, notes the positive impact that fixing these problems will have on the lives of ratepayers, further notes the severe pressure on maintenance budgets, and agrees to write to the Minister for Finance to outline the need for additional resource to tackle these and other pressures that are vital for improving lives across our communities.'*

Councillor MA McKillop read from a prepared statement,

*"Although the announcement back in February is to be welcomed, the £3million was never going to be enough to address the ongoing problem with streetlights and potholes.*

*We all hear from our constituents who contact us on a daily basis about local issues effecting them-including streetlights and potholes.*

*My own village in Cushendall we have currently 39 streetlights not working and that is only one village across our borough.*

*We know how pleased our constituents are when we get them fixed but that is not always a reality.*

*Time and time again we hear the same message.*

*Due to current budgetary constraints we are only able to provide a limited maintenance service.*

*These issues matter greatly to people across our borough but unless the department of infrastructure receives a financial uplift.*

*It will be more and more difficult to solve these problems for the people we represent".*

Councillor Mulholland supported the Notice of Motion, she stated it was critical the Department, with responsibility for many of the day to day issues that matter to people, was fully funded. Councillor Mulholland added, it had been chronically underfunded for the last number of years and if the policy of cuts to the Department continued, it would be constituents who will suffer.

Alderman Boyle supported the Motion, along with investment in active and sustainable travel solutions for example: quieter and safer roads, pavement widening, increased Greenway funding e.g. Bannside Greenway from Coleraine to Ballymoney and public transport infrastructure e.g. the Derry/Londonderry to Coleraine Phase 3 Upgrade.

Alderman Finlay welcomed the motion and the financial allocation that he hoped would last the year.

The Chair put the Notice of Motion to the Committee to vote.

Committee voted unanimously in favour.

The Chair declared the Notice of Motion carried.

**5. NOTICE OF MOTION PROPOSED BY COUNCILLOR PEACOCK, SECONDED BY COUNCILLOR BATESON REFERRED FROM 2 JUNE 2020 COUNCIL MEETING**

*Council notes:*

*that the impacts of climate breakdown are already causing serious damage around the world.*

*that the 'Special Report on Global Warming of 1.5° C', published by the Intergovernmental Panel on Climate Change in October 2018, (a) describes the enormous harm that a 2° C average rise in global temperatures is likely to cause compared with a 1.5° C rise, and (b) confirms that limiting Global Warming to 1.5° C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector.*

*that all governments (national, regional and local) have a duty to act, and local governments that recognise this should not wait for their national governments to change their policies;*

*that strong policies to cut emissions also have associated health, wellbeing and economic benefits;*

*and that, recognising this, a growing number of local authorities have already passed 'Climate Emergency' motions.*

*In recognition that a more ambitious and urgent target for net zero carbon emissions than 2050 is required, Council therefore commits to:*

*Declare a 'Climate Emergency' that requires urgent action.*

*Using renewable energy sources across the council's full range of functions by 2030.*

*Ensure that all strategic decisions, budgets and approaches to planning decisions are in line with a shift to net zero carbon*

*Support and work with all other relevant agencies towards making the entire area zero carbon within the same timescale;*

*Ensure that political and chief officer leadership teams embed this work in all areas and take responsibility for reducing, as rapidly as possible, the carbon emissions resulting from the Council's activities, ensuring that any recommendations are fully costed and that the Executive and Scrutiny functions review council activities taking account of production and consumption emissions and produce an action plan within 12 months, together with budget actions and a measured baseline;*

*Request that Council Scrutiny Panels consider the impact of climate change and the environment when reviewing Council policies and strategies;*

*Work with, influence and inspire partners across the district and region to help deliver this goal through all relevant strategies, plans and shared resources by developing a series of meetings, events and partner workshops;*

*Request that the Council and partners take steps to proactively include young people in the process, ensuring that they have a voice in shaping the future;*

*Consider other actions that could be implemented, including (but not restricted to); renewable energy generation and storage, providing electric vehicle infrastructure and encouraging alternatives to private car use, increasing the efficiency of buildings, in particular to address fuel poverty; proactively using local planning powers to accelerate the delivery of net carbon new developments and communities, coordinating a series of information and training events to raise awareness and share good practice.*

Councillor Peacock read from a prepared statement:

*"This motion gives us an opportunity as a Council to send a clear signal on the urgent action required to meet the challenge of limiting global warming to 1.5 degrees above pre-industrial temperatures.*

*“This target needs to be achieved by the end of this century to prevent catastrophic consequences for the planet.*

*Over the past year we have seen increasing activism that has ensured the climate emergency and biodiversity crisis are at the heart of the political agenda.*

*We need to do more than pay lip service to these crises; we need urgent, radical and concerted action if we are to reverse the trend of warming and emissions.*

*For many years, the science and evidence on the breakdown of our climate have been abundantly clear. There is, perhaps, no more striking example of that than the bush fires in Australia.*

*By declaring a climate emergency, we are telling the public and the world that we recognise the scale of policy change and cooperation needed to deliver radical and consistent climate action. The purpose of the motion is to ensure that we as local government representatives are taking our responsibility to tackle climate change seriously, to ensure that we play our part.*

*The cost of dealing with extreme weather events and the negative impact on health, infrastructure, food security and our ecosystems is incalculable. Central banks around the world now recognise the systemic and unprecedented risk to the global economy and the financial system. We have the choice of allowing total economic damage, or we can embrace the prospect of a just transition and roll out climate action in a way that protects vulnerable communities, improves resilience through afforestation, transforms our public services and improves human health. Moving towards a zero-carbon society, we must introduce secure high-skilled employment to harness the world-leading potential of our renewable energy resources. That can create clean energy to power communities, eliminate fuel poverty and save hundreds of millions of pounds on annual fossil fuel imports.*

*At the core of any economic strategy going forward must be a green new deal and the principles of a just transition.*

*We now have the real opportunity to fundamentally change our economy, improve productivity and direct resources on the basis of demonstrable and objective need. We need policy that will encourage change. The same is true in tackling pollution, waste and toxic plastic waste*

*All the actions outlined will be the initial steps in our response to the climate emergency. It is necessary that we take those steps immediately*



*and with urgency. We also need to ensure that our actions are joined up and collaborative. We need to act together with other local government and central government partners as climate and environment recognise no borders or boundaries.*

*Finally, I pay tribute to activists across our council area and, in particular, our young people who have joined the school strikes over the past year. They stand alongside activists around the world who have ensured that the climate emergency and biodiversity crisis will no longer be ignored. They have placed the emergency facing us at the heart of the political agenda, exactly where it needs to be. In their name, and for future generations, we cannot let them down. I hope for all-party support.*

*It sends a positive message when we can collaborate cross-party on big important issues that will affect us all and I appeal to all members to support this important motion”.*

Councillor Bateson stated his support for the Notice of Motion, that required a programme of leadership to reflect on the reducing carbon impact on Causeway Coast and Glens, post Covid.

Alderman Boyle supported the detail within the Notice of Motion, she reflected on reducing greenhouse gas emissions to zero by 2030, supporting renewable energy and electric vehicles. Alderman Boyle reiterated her plea for Planning Committee members to share vehicles.

Councillor McLean stated his support for the Notice of Motion, he stated there had been a number of motions recently, for example, on plastic waste etc, that it may be useful to look at the issues collectively.

Councillor Wilson stated his support for the Notice of Motion, however, urged caution that work was not being duplicated by MP's and MLA's undertaken already.

Councillor Beattie advised the Minister for the Department for Infrastructure took seriously issues in tackling carbon emissions. Councillor Beattie stated support on behalf of her Party and reminded committee it was National Bike Week.

Councillor Holmes broadly supported the Notice of Motion.

The Chair put the Notice of Motion to the Committee to vote. Committee voted unanimously in favour. The Chair declared the Notice of Motion carried.

## **6. CARAVAN SITE LICENCE**

**CARAVAN ACT (NORTHERN IRELAND) 1963  
GRANT OF A CARAVAN SITE LICENCE**

The undernoted application for the Grant of a Caravan Site Licence has been received.

**Premises:** Highview Holiday Park

**Application:** Grant of a Caravan Site Licence for Highview Holiday Park, 219 Ballybogey Road, Portrush, Co. Antrim, BT56 8NE

Full planning permission has been granted.

**It is recommended** to Grant the Caravan Site Licence subject to compliance with the Councils Caravan Licence Conditions and any recommendations of the Councils licensing section.

Proposed by Councillor Bateson  
Seconded by Councillor McGlinchey and

**AGREED** – to recommend that Council grant the Caravan Site Licence subject to compliance with the Councils Caravan Licence Conditions and any recommendations of the Councils licensing section.

**7. APPROVAL OF PREMISES AS A VENUE FOR CIVIL MARRIAGE AND CIVIL PARTNERSHIP**

**THE MARRIAGE (NI) ORDER 2003 / THE CIVIL PARTNERSHIP REGULATIONS (NI) 2005**

**Approval for Temporary Civil Marriage**

**Licence Ref:** TMA 002.2019

**Premises:** 70 Lisnagat Road, Ballymoney

**Marriage Date:** 18/07/20.

**Representations:** None received

**PSNI and NIFRS:** No objections

**Recommendation:** Grant of a Temporary Approval for Civil Marriage subject to compliance with any recommendations of the Councils licensing section

Proposed by Alderman Boyle  
Seconded by Alderman Finlay and

**AGREED** – to recommend that Council grant a Temporary Approval for Civil Marriage subject to compliance with any recommendations of the Councils licensing section.

**8. EMPLOYMENT OF ANIMAL WELFARE OFFICERS CURRENTLY ON SECONDMENT TO MID AND EAST ANTRIM BOROUGH COUNCIL FROM ANTRIM & NEWTOWNABBEY BOROUGH COUNCIL AND BELFAST CITY COUNCIL**

The purpose of the report was to advise of the changes of employment of Animal Welfare Officers by our service provider, Mid and East Antrim Borough Council (MEABC).

Members will be aware the administration and enforcement of the Welfare of Animals Act (Northern Ireland) 2011 from its introduction has been undertaken on our and Antrim and Newtownabbey Borough Councils (ANBC) behalf by Mid and East Antrim Borough Council by way of a service level agreement. The service is fully funded by the Department for Agriculture Environment and Rural Affairs (DAERA).

There are 2 FTE (Full Time Equivalent) Animal Welfare officers (AWO) working across the Northern Region. One FTE AWO is employed by ANBC, a party to the tripartite SLA. The second FTE AWO is employed by Belfast City Council (hereafter referred to as BCC). Both FTE AWOs are presently seconded to MEABC via secondment agreements dated 16 May 2016 and 11 February 2013 respectively.

MEABC, ANBC, and BCC have agreed in principle that, subject to execution of this agreement, in order to maintain effective service delivery in the Northern Region, the employment of the two AWOs currently on secondment to MEABC, should permanently transfer to MEABC.

MEABC, ANBC and BCC accept that this arrangement is likely to constitute to a TUPE transfer and/or a Service Provision Change pursuant to The Transfer of Undertakings (Protection of Employment) Regulations 2006 and/or The Service Provision Change (Protection of Employment) Regulations (Northern Ireland) 2006 (hereafter referred to as 'TUPE legislation'.) MEABC, ANBC and BCC hereby commit to ensuring each abide by their statutory obligations in this regard.

The agreement has been prepared and considered by Worthington's Solicitors and sets out details of employment, duties, payment, information and indemnity.

**It is recommended** that Council sign the agreement found at Appendix 1 and in this regard delegate authority to the Director of Environmental services to sign on behalf of Council.

Proposed by Councillor Hunter  
Seconded by Councillor Mulholland and

**AGREED** – to recommend that Council sign the agreement found at Appendix 1 (circulated) and in this regard delegate authority to the Director of Environmental services to sign on behalf of Council.

**9. MOU AND INFORMATION SHARING AGREEMENT WITH PSNI REGARDING THE HEALTH PROTECTION (CORONAVIRUS RESTRICTIONS) REGULATIONS (NORTHERN IRELAND) 2020 AS AMENDED**

The purpose of this report is to consider and agree a Memorandum of Understanding (MOU) and Information Sharing Agreement (ISA) with PSNI regarding the enforcement of the Health Protection (Coronavirus Restrictions) Regulations (Northern Ireland) 2020.

The above regulation were made on the 28<sup>th</sup> March 2020 by the Department of Health in response to the coronavirus disease (COVID-19) pandemic. The PSNI were the only body designated to enforce the Regulations until their amendment on the 15<sup>th</sup> May 2020, (see previous report item).

EHNI under the direction of SOLACE NI and in conjunction with the Department of Health and PSNI have been working to produce guidance for Council officers on the division of enforcement responsibilities and the exchange of information to ensure effective and consistent enforcement and line with Councils own enforcement policies.

The purpose of the MOU is to:

1. Establish an agreed framework between the Council and the PSNI regarding enforcement of the 2020 Regulations;
2. Clarify the general roles and responsibilities of each Party in relation to regulation 3 (requirement to close premises and businesses during the emergency) and regulation 4 (further restrictions and closures during the emergency period);
3. Set out in general terms the specific types of enforcement activity that each Party has responsibility for under the 2020 Regulations.
4. Set out in general terms the basis of an information sharing protocol between the parties for the purposes of enforcement under the 2020 Regulations; and
5. Set out the review, dispute and termination arrangements.

The draft MOU was circulated.

The purpose of the ISA is to:

1. This agreement is designed to facilitate the legitimate, timely and secure sharing of information between the Councils and PSNI, in order to enable the effective administration and enforcement of the Regulations.
2. Such information may include personal data and this ISA is designed to ensure that the handling of all personal data is in accordance with the relevant data protection requirements.
3. This ISA supplements those policies in order to enable the sharing of information between the parties to the ISA in order to enforce the Regulations.

The draft ISA was circulated.

**It is recommended** that Council agree to signing the final versions of each document to ensure consistent and efficient enforcement of the Regulations. It is further recommended that authority be given to the Director of Environmental Services to sign on behalf of Council.

Proposed by Alderman Finlay  
Seconded by Councillor McLean and

**AGREED** – to recommend that Council agree to signing the final versions of each document to ensure consistent and efficient enforcement of the Regulations. It is further recommended that authority be given to the Director of Environmental Services to sign on behalf of Council.

## 10. REPLACEMENT VEHICLES

Estates are responsible for the maintenance and up keep of Council Assets. To function properly Estates require a range of different vehicle types to carry plant (eg. lawnmowers, excavators etc), materials (soil, sand, stone etc) and labour to various locations. As these vehicles age there comes a time when they become uneconomical to repair so need replaced

Over recent years Estates have endeavoured to prioritise the replacement of ageing vehicles within capital expenditure constraints. However, funding has not allowed for replacement of all vehicles as they reach the end of their natural lives resulting in lease/hire costs being incurred. Members asked that consideration be given to reducing hire/lease costs and, if appropriate, purchase replacement vehicles. In 20/21 4no. tipper lorries have been identified for replacement.

### Tipper No1

7.5t vehicle originally purchased 1999 and subsequently auctioned in 2018 (aged 19) as uneconomical to repair. Currently hiring a replacement vehicle at £13,440/annum. Equivalent new vehicle would

cost £47,194 but a second hand one (2018) at £38,000 has been identified as a cheaper suitable replacement.

This vehicle is used to carry plant, equipment, materials and labour to undertake building maintenance tasks. It also tows a trailer carrying an excavator  
Cost to replace £47,194 (£38,000 2<sup>nd</sup> hand if vehicle still available)

#### Tipper Nos 2, 3, 4

3.5t vehicles all bought between 2001 and 2003 and subsequently sent to auction over the past two years as uneconomical to repair. Currently hiring replacements at £4,752/annum each.

These vehicles are used throughout the Borough within Grounds Maintenance. They are used transport lawnmowers, turf, plants etc and tow trailers (carrying mowers/excavator). Cost to replace £27,210 each (£81,630)

Essential Fleet capital expenditure funding can be used for these purchases.

Appendix 1 circulated detailed for outright purchase/lease purchase/hire cost comparison for these and other vehicles.

#### **Options**

Option A – continue to hire (Total £110,784 over 4 years for 4 vehicles – no ownership)

Option B – lease/purchase replacements (Total £164,804 to own 4no. vehicles after 4 years)

Option C – purchase up front (£128,825 for 4no. vehicles)

**It is recommended** that the Environmental Committee recommends to Council the purchase of 3no. 3.5t tippers and 1no. 7.5t tipper (Option C) at a cost of £128,825.

Proposed by Councillor McLaughlin  
Seconded by Councillor Mulholland and

**AGREED** – to recommend that Council approve the purchase of 3no. 3.5t tippers and 1no. 7.5t tipper (Option C) at a cost of £128,825.

In response to a query from the Chair, Councillor McQuillan, the Director of Environmental Services advised old vehicles were disposed of at auction.

## **11. HARBOUR AND MARINA – COVID-19 IMPACT**

Due to the COVID 19 pandemic and the associated Government restrictions all non-essential activities within Harbours & Marinas was stopped on the

1st April 2020. This mainly affected the leisure sector of operations within the facilities. Members then agreed on the 28<sup>th</sup> May to open the facilities from the 1<sup>st</sup> June as result of the recent Northern Ireland Assembly document entitled “CORONAVIRUS EXECUTIVE APPROACH TO DECISION-MAKING”, which laid out five steps of permissible relaxation of the COVID 19 restrictions.

### Financial Impact (COVID 19)

Whilst the majority of harbour and marina operating costs have remained the same with an annual negative net operating costs of -£406,177, this situation has worsened as income has reduced as result of no visiting craft & reduced ferry traffic. In addition Members are asked to consider options 1 & 2 below regarding a possible fee reduction for existing customers as a compensation for the harbours remaining closed to non-essential activities (the facilities remained open for all other essential activities).

The Harbour and Marina budget for 20/21 was noted below

	Net Income	Net Expenditure	Net cost of operation
Pre COVID-19 (Budget)	£335,928	£742,105	£406,177

Due to the impact of COVID-19 we are predicting the following impact on the budget.

Income loss from seasonal/tourist vessels - £34,000

Income loss from ferry service - £37,500 – over 12 month (lower annual footfall)

Total predicted loss of income -£71,500.00

Estimated reduced seasonal staff / operational expenditure circa +£75,000 PA

Revised Budget for 20/21

	Net Income	Net Expenditure	Net cost of operation
Post COVID-19	£264,428.00	£667,105.00	£402,677.00

Note - the impacts have been assessed using the static figures - based on what we had expected from customers this year, visitors and fuel sales have been based on last year's figures.

### 11.1 Discount/reduction offered to Harbour & Marina customers due to COVID-19 restrictions.

Below table detailed two possible options for members to assess and consider a possible discount for these customers.

<b>All berth holders</b>		
<b>OPTION 1</b>	<b>Cost to Council</b>	<b>Resultant Harbours &amp; Marina Net Cost to Council PA</b>
100% discount (April May)	£-47,000	£449,677
<b>OPTION 2</b>		
£0% discount	-	£402,677.00

- \* Option 1 discount shall apply to all Council contract customers and will be based on the percentage time of the customer's contract. For example; a facility which operates for 7 months annually would have a reduction of 2/7<sup>th</sup> of the annual fee and a facility which operates for 12 months would have a reduction of 2/12<sup>th</sup> of the annual fee.

	Net Income	Net Expenditure	Net cost of operation
Option 1 Impact	£217,428	£667,105	£449,677

Appendix 1 illustrated the predicted incomes pre-COVID 19 for all the facilities for reference

**It is recommended** that Members consider both options (option 1 with discount and option 2 without discount) for harbour & marina fees, for the duration of COVID-19 restrictions.

The Director of Environmental Services responded to queries surrounding costs.

Proposed by Councillor Holmes  
Seconded by Councillor McLean and

**AGREED** – to recommend that Council approve Option 1 (with discount) for harbour & marina fees, for the duration of COVID-19 restrictions.

## 11.2 Additional Support for Marine businesses during COVID-19

Several requests have been made by marine business operators such as Charter, Fishing and Work vessels (seaweed farming) to ask Council to consider a further reduction of their Harbour/Marina fees. Their rational is that the COVID-19 pandemic has significantly reduced or removed their markets and trade. Some have stated that they do not qualify for business



rates relief or associated grants as they have no rateable premises. Income from these businesses are noted below.

Business Type	Income
Charter (30 vessels)	£22,000.00
Fishing	£10,000.00
Mariculture	£450,00
Total	£32,450.00

**Recommendation** - For information.

Appendix 1, Predicted Monthly income from harbours and marina for the months April & May 2020 – Pre-COVID-19 was circulated.

The Director of Environmental Services stated that the previous decision meant that these businesses would receive the same discounts as Option 1.

Alderman Finlay proposed the same discount in Option 1 is applied to Charter, Fishing and Work vessels.

Proposed by Alderman Finlay  
Seconded by Councillor McGlinchey and

**AGREED** – to recommend that Council approve the same discount in Option 1 is applied to Charter, Fishing and Work vessels.

## 12. ENVIRONMENTAL SERVICES BUSINESS PLANS

The purpose of the report was to present to Members the 2020/2021 Environmental Services Business Plans for consideration and approval.

### **Introduction**

As Council enters the second year of the Council term no-one could have predicted the impact COVID-19 has had and will continue to have on everything we do. Draft plans initially due to be presented to Members in April have been amended/adjusted to take account of the changing circumstances as a result of COVID-19.

The business plans represent a continuation of work from the 19/20 period, as well as, new targets for 20/21 for each of the service areas:

- Estates
- Health & Built Environment
- Infrastructure
- Operations

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

- The emerging actions from the Community Planning Process.
- The Council's exiting Corporate Plan.
- Endorsed service area strategies.
- Relevant Central government strategies and policies.
- Council decisions and direction from the 2019 / 20 period.

### **The Purpose Of The Plans**

The purpose of the annual business plans is to:

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

### **Financial Position**

Year End Position for 19/20 has not yet been issued. The Environmental Services position at month 11 has a £172k adverse variance. This shows a positive movement of £253k from adverse variance of £425k in month 10. The ZBB exercise carried out in conjunction with PwC assessed the operational costs to manage the ES department in 19/20 is £23.88m which is £1.04m over the budget set. Extensive cost saving measures have been implemented during the last 6 months of 19/20 financial year to reduce spend with a target to finish on or below budget. The control of staff during the last 5 months, has resulted in a favourable variance of salary and wages costs at period 11. However, to date significant sickness absence has been recorded essential service areas – the majority of which needs to be covered by additional staff to cover frontline operational requirements.

ES budget for 2020/21 is £22,783,695. This was allocated on the basis of £2.26m of savings to be achieved from the starting Zero Based Budgeting (ZBB) position of £25,046,695. COVID-19 will have a significant impact on the budget for 20/21 and beyond. These impacts are a combination of loss of income, additional expenditure off-set by savings. The impact on the ES budget will depend on the duration of the restrictions and economic recovery. A breakdown of the ES Budget was noted below.

Row Labels	Budget Expenditure	Budgeted Income	Budget Net Expenditure
<b>ENVIRONMENTAL SERVICES</b>	<b>28,431,410</b>	<b>5,647,715</b>	<b>22,783,695</b>
Estates	3,822,839	276,640	3,546,199
Health and Built Environment	3,464,141	1,393,738	2,070,403
Infrastructure	1,422,001	2,489,308	(1,067,307)
Operations	19,019,192	1,488,029	17,531,163
ES Business Support	576,200		576,200
ES Centrally Managed	127,037		127,037

### **Recommendation**

The Environmental Services Committee is asked to consider and approve the proposed business plans for the 2020 / 21 period, providing a focus for officers responsible for delivering Environmental Services.

In response to questions, the Director of Environmental Services clarified 'Parks' was the same service as, 'Grounds Maintenance', the Head of Estates advised there would be impact on the presentation of the Borough for the rest of the Summer, due staffing issues.

The Director of Environmental Services envisaged the Business Plans would be brought back in 6 months, to understand Council's position better. The Director clarified a vote on opening up closed facilities, eg car parking would be administered by the Chief Executive.

The Director of Environmental Services clarified staff Terms and Conditions would be achieved within the next 6 months.

Proposed by Alderman Boyle

Seconded by Councillor Holmes and

**AGREED** – to recommend that Council approve the proposed business plans for the 2020 / 21 period, providing a focus for officers responsible for delivering Environmental Services.

The Chair advised of the Information Items that followed, questions could be raised.

### **13. AMUSEMENT PERMIT RENEWALS**

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

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>
AP013	Hayes Caravan Park

<u>Licence No:</u>	<u>Name of Premises</u>
AP010	The Jet Centre

#### 14. ENTERTAINMENT LICENCE RENEWALS

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

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

<u>Unique Reference Number</u>	<u>Name of Premises</u>
EL354	Drumboughill Community Association
EL049	Harbour Bar & Bistro
EL212	Cloughmills Memorial Orange Hall
EL099	Sperrin Sports & Social Club
EL187	McAllister Hall
EL160	Ballinlea Orange Hall
EL402	Big Telly Theatre Company
EL351	Limavady Cricket & Rugby Football Club
EL208	Dunloy & Hannah McCracken Memorial Hall
EL254	Village Inn Dunloy
EL203	St Joseph's Hall Ballintoy
EL076	Montra Club
EL301	Kilmore Country House
EL152	Marquee at Kilmore Country House
EL197	The Rooks Nest
EL220	Ballybogey Community Centre
EL018	Captains Bar
EL326	Alexander Arms Hotel

#### 15. PETROLEUM SPIRIT LICENCE RENEWALS

##### PETROLEUM (REGULATION) ACTS 1929 AND 1937

##### PETROLEUM SPIRIT LICENCES

The undernoted applications for renewal of petroleum spirit licence have been received, acknowledged and processed during the report period.

<u>Licence No:</u>	<u>Name of Premises</u>
PL034	Kennedy's Nisa
PL048	Bush Fuels

PL044	Spar Stranocum
PL040	CB Fuels Ltd
PL049	Armoy Filling Station
PL016	Asda Store
PL028	Eurospar Hillcrest
PL004	Spar Castlerock Road
PL012	Spar Millburn
PL014	Fullans

## 16. SOCIETY LOTTERY REGISTRATIONS

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

#### REGISTRATION OF A SOCIETY

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>
SL016	Cloughmills Vintage Club

## 17. STREET TRADING LICENCE RENEWALS

### STREET TRADING (NI) ACT 2001

The undernoted applications for a street trading licence have 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>
MST 004	Danny O'Kane	Mobile	Ice cream, Tea, Coffee, confectionary and minerals	Borough of Causeway Coast and Glens
SST 004	Danny O'Kane	Stationary	Ice cream, Tea, Coffee, confectionary and minerals	Lansdowne Road, Portrush
MST 013	Andrew King	Mobile	Ice cream, confectionary and minerals	Borough of Causeway Coast and Glens

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

The following Items were submitted under Standing Order 12(o).

### **18.1 Alderman Robinson**

*Given the recent complaints received from residents living close to our coastal beaches regarding littering and dog fouling specifically at Downhill and Castlerock what plans have Council to provide a public awareness campaign to further deter and highlight such behaviour?*

*Will the Council provide additional waste bins and a larger waste bin at Downhill Car Park? Cognisant of Councils' financial difficulties due to Covid-19 what assurances can be given to local residents that every effort will be made to enhance waste clearing schedules.*

*What discussions have Council had with The NI Executive to consider how it could be possible to reopen beach toilets safely whilst adhering to social distancing and providing a frequent cleaning and sanitising schedule.*

The Director of Environmental Services advised cleansing would be kept under review, it had been difficult with a reduction in staff and public conveniences not opened. He further advised of an online map indicating public conveniences and those operated by radar key.

The Director of Environmental Services stated Groups willing to carry out litter picks can contact Council for bags, gloves and to organise collection of the waste.

In response to a query from Alderman Robinson, The Head of Health and Built Environment stated Council could write to Stormont to request consideration of increasing levels on fines for dog fouling. Alderman Robinson supported this action, he further advised Council's Press Office could release litter campaigns, especially when the weather is forecast to be clement.

- ***Head of Capital Works, Energy & Infrastructure left the meeting at 8.17PM.***

### **18.2 Alderman Finlay**

*Reference grass cutting, Toilets and skip sites.*

Alderman Finlay stated long cut grass had been left lying on the parks in Bendooragh when it should have been taken away. Alderman Finlay identified an area close to Ballymoney Town that had recently been cut and congratulated the Director, to attract people into towns.

Alderman Finlay advised Knock Road Recycling Centre Booking system had not worked effectively. The Director of Environmental Services advised an online booking system was now in operation, he felt the

system was effective and would be reviewed, bulky waste collections would be reintroduced next week.

- **Press left the meeting at 8.39PM.**

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 8.46 pm.

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Chair