

ENVIRONMENTAL SERVICES MEETING TUESDAY 7 FEBRUARY 2017

Table of Recommendations

No	Item	Summary of Key Recommendations
1	Apologies	<i>Councillors Chivers, Duddy, Holmes, Hunter and McKillop</i>
2	Declaration of Interest	<i>Councillor Mulholland – Underage Sales Test Purchase Exercise Protocol</i>
3	Minutes of meeting held 6 December 2016	<i>Approved</i>
4	Dunluce Avenue Toilet Block, Portrush	<i>Approve to Stage 2</i>
5	Licensing Report	<i>Approve</i>
6	Policy for the Rehoming of Animals that come within Council Care	<i>Approved subject to amendments</i>
7	Underage Sales Test Purchase Exercise Protocol	<i>Approve</i>
8	Civil Marriage and Civil Partnerships Place of Approval Fees	<i>Approve</i>
9	Future Council Cemetery Provision	<i>Approve tendering process to appoint cemetery development specialist</i>
10	Licensing Items	<i>For Information</i>
11	Quality of Drinking Water	<i>For Information</i>

12	Public Health Agency – Renewals of Contracts 2017-2018	<i>For Information</i>
13	Extension of Funding to Energy Efficiency Advice Service Contract	<i>For Information</i>
14	Don't Mow Let It Grow	<i>For Information Congratulate Biodiversity Officer</i>
15	Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010	<i>For Information</i>
16	Dog Fouling Initiatives Update	<i>For Information Write to Department with view to increasing fines for dog fouling</i>
17	Matters for reporting to Partnership Panel	<i>Level of fines for dog fouling</i>
18	Any Other Relevant Business 18.1 Councillor McLaughlin (Street Cleaning) 18.2 Councillor Fielding (Access of Diversity Park)	<ul style="list-style-type: none"> • <i>Bring back Report on street cleaning harmonisation</i> <ul style="list-style-type: none"> • <i>Set up meeting with Transport NI on footpaths in Ballymoney</i> <i>Explore alternative access methods</i>

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

- In the Chair** : Alderman King
- Members Present** : Aldermen Campbell and Cole;
Councillors – McLean, Callan, Fielding, Baird, Holmes,
Loftus, Douglas, Watton and Wilson
- Officers Present** : A McPeake, Director of Environmental Services
B Edgar, Head of Health and Built Environment
J Richardson, Head of Capital Works, Energy &
Infrastructure
A Mullan, Head of Operations
G Doyle, Head of Estates
S Duggan, Committee and Member Services Officer
E McCaul, Committee and Member Services Officer
- In Attendance** : Councillor McLaughlin
Press (1no.)

The Chair advised that Councillor Callan would substitute for Councillor Duddy and Councillor Wilson would substitute for Councillor Holmes at the meeting.

1. APOLOGIES

Apologies were recorded for Councillors Chivers, Duddy, Holmes, Hunter and MA McKillop.

2. DECLARATIONS OF INTEREST

Councillor Mulholland – Underage Sales Test Purchase

3. MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD 6 DECEMBER 2016

The Chair advised that the minutes of the above meeting were approved at the 20 December 2016 Council meeting.

4. DUNLUCE AVENUE TOILET BLOCK, PORTRUSH

Report circulated.

The existing toilet block at Dunluce Avenue, Portrush has been closed to the public for a number of years due to its dilapidated condition and need for further investment.

Alternative services are provided by a temporary toilet block located adjacent to the original facility although it is recognised this is not a long term solution and does not provide suitable accessible facilities.

The report presented sought permission to progress the project to Stage 2 of the Capital Programme Management System. (Detailed Design and Procurement of a Contractor).

It is recommended that Members consider the above proposal and approve the progression of this project to Stage 2 of the Capital Programme Management System. (Detailed Design and Procurement of a Contractor) with an estimated cost of £175,000.

Proposed by Councillor Fielding
Seconded by Councillor Baird and

AGREED – to recommend that Council consider the above proposal and approve the progression of the project to Stage 2 of the Capital Programme Management System. (Detailed Design and Procurement of a Contractor) with an estimated cost of £175,000.

* Councillor Mulholland joined the meeting at 7:10 pm.

5. LICENSING REPORT

5.1 Grant of Annual Licence

Premises:	Bertha's Bar
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Application:	Grant of annual entertainment licence for Bertha's Bar, 6 Sea Road, Castlerock, BT51 4RE Days and times on which it is applied to provide entertainment: Monday-Saturday 11:30 – 01:00 and Sunday 12:30 – 00:00
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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

5.2 Grant of Annual Licence

Premises:	Exodus Nightbase
Application:	Grant of annual entertainment licence for Exodus Nightbase, 36 Long Commons, Coleraine, BT52 1LH Days and times on which it is applied to provide entertainment: Monday-Friday 21:00 – 00:00 and Saturday 19:00 – 00:00

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

5.3 Grant of Annual Occasional Licence

Premises:	Riverside Table Table
Application:	Grant of annual occasional entertainment licence for Riverside Table Table, 3 Riverside Park North, Coleraine

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

5.4 Grant of Annual Occasional Licence

Premises:	Temple Lounge
Application:	Grant of annual entertainment licence for Temple Lounge, 15-17 Sea Road, Castlerock, Coleraine, BT51 4TL Days and times on which it is applied to provide entertainment: Monday-Saturday 11:30 – 01:00 Sunday 12:30 – 00:00

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

5.5 Grant of Annual Occasional Licence

Premises:	The Old Courthouse
Application:	Grant of annual entertainment licence for Bertha's Bar, 6 Sea Road, Castlerock, BT51 4RE Days and times on which it is applied to provide entertainment: Monday-Saturday 11:30 – 01:00 and Sunday 12:30 – 00:00

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

Proposed by Alderman Campbell
Seconded by Councillor McLean and

AGREED – to recommend that Council approve recommendations therein at Items 5.1 - 5.5 inclusive.

6. POLICY FOR THE REHOMING OF ANIMALS THAT COME WITHIN COUNCIL CARE

Report circulated.

Causeway Coast and Glens Borough Council is the enforcing authority for the Dogs (Northern Ireland) Order 1983 as amended and the Welfare of Animals Act (Northern Ireland) 2011. To date there has been no formal policy in any of the legacy Council areas with respect to this matter. The draft policy sets out the principles and approach for Council and any appointed service provider to follow so as to provide an effective and fair service and to ensure consistency. It will apply to all animals seized by Council officers or surrendered by owners either under the Dogs (Northern Ireland) Order 1983 or the Welfare of Animals (Northern Ireland) Act 2011.

It is recommended that Council adopt the Animal Re-Homing Policy as drafted.

Proposed by Councillor Baird
Seconded by Alderman Cole and

AGREED – to recommend that Council adopt the Animal Re-Homing Policy subject to suggested amendments on wording and making point 6 of the Policy more explicit.

7. UNDERAGE SALES TEST PURCHASE EXERCISE PROTOCOL

Report circulated.

At the Environmental Services Committee meeting on 4th October 2016 members were advised of the outcome of the first of these planned initiatives which was carried out within the Coleraine legacy Council area. The Committee subsequently recommended that Council amends its test purchasing protocol to not inform retailers in advance of the proposed date range in which a test purchase exercise is to take place. This recommendation was later ratified by Council on 25 October 2016.

To ensure there were no legal implications for Council under the Regulation of Investigatory Powers Act 2000 in this departure from procedure and to consider any implications for the success of future legal proceedings, such as challenges in court from accusations of entrapment or in admissibility of evidence, a legal opinion was sought on the matter.

In light of the legal opinion obtained it is the advice of Council's legal team that the remaining test purchase exercises planned for 2016/17 are completed in the same manner as the first carried out in September 2016 i.e. as per existing procedures giving prior notification. On completion of these and at commencement of the financial year when service plans for the year ahead are formulated, the Council should adopt an approach similar to that of Belfast City Council whereby retailers are informed at the beginning of the year (i.e. April) that test purchases will be carried out without notice over the next 12 months.

It is recommended that Council adopts the approach advised by Council's legal team as outlined in 1.2 above for test purchase exercises for tobacco products and volatile substances only.

Proposed by Alderman Cole
Seconded by Councillor Baird and

AGREED – to recommend that Council adopts the approach advised by Council's legal team as outlined in 1.2 above for test purchase exercises for tobacco products and volatile substances only.

8. CIVIL MARRIAGE AND CIVIL PARTNERSHIPS PLACE OF APPROVAL FEES

Report circulated.

In August 2015 proposals were brought before the Corporate Policy and Resource Committee in relation to setting fees for Approval of a place of Civil Marriage or Civil Partnership. As part of Council reorganisation the Approval of Places of Civil Marriage and Civil Partnership is now delivered by the Environmental Services Department. As part of the service review the following fees are proposed for consideration.

Proposed Fees

	Proposed	Existing
Approval of Place for both a Civil Marriage and a Civil Partnership	£450	*£400

Variation of Approval Holder or Terms and Conditions of Approval	£80	£0
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- * Fees agreed in conjunction with the General Registrar Office.

The Marriage (NI) Order 2003 and the Civil Partnership Act 2004 permits the variation of Approval. A variation fee of £80 is proposed to allow Places of Approval to change the approval holder or amend the terms and conditions of the Approval. The fee of £80 is recommended to cover the administrative expenses.

It is recommended that members approve the above fees.

Proposed by Councillor Mulholland
Seconded by Councillor Loftus and

AGREED – to recommend that Council approve the above fees.

9. FUTURE COUNCIL CEMETERY PROVISION

Report circulated.

Council currently operate 7 cemeteries throughout the Borough. Many of these cemeteries have been in existence for several decades and, in some instances, are nearing capacity. A table was circulated detailing the current standing of each cemetery providing an estimate of when capacity would be reached.

It is recommended that Council approve a tendering process to appoint a cemetery development specialist to undertake a Tier 1 study to investigate potential cemetery development in Portrush, Portstewart, Coleraine, Ballymoney and Ballycastle (or any combination thereof). Subject to findings of this investigation, oversee a Tier 2 study to further confirm the suitability of potential sites.

Proposed by Councillor Baird
Seconded by Councillor Loftus and

AGREED – to recommend that Council approve a tendering process to appoint a cemetery development specialist to undertake a Tier 1 study to investigate potential cemetery development in Portrush, Portstewart, Coleraine, Ballymoney and Ballycastle (or any combination thereof). Subject to findings of this investigation, oversee a Tier 2 study to further confirm the suitability of potential sites.

10. LICENSING ITEMS

Information report circulated.

10.1 Local Government (Miscellaneous Provisions) (NI) Order 1985 Entertainment Licences

28 applications for entertainment licences had been received, acknowledged and processed during the report period.

10.2 The Betting, Gaming, Lotteries and Amusements (NI) Order 1985 Registration of a Society (Renewals)

10 applications for renewal of a society registration had been received, acknowledged and processed during the report period.

10.3 Poisons Regulations (NI) 1983 Registration of Persons Entitled to sell Non-Medical Poisons Included in Part II of the Poisons List

10 applications for registration of persons entitled to sell non-medical poisons had been received, acknowledged and processed during the report period.

10.4 Petroleum (Regulation) Acts (NI) 1929 and 1937 Petroleum Spirit Licence

3 applications for petroleum spirit licences had been received, acknowledged and processed during the report period.

10.5 Licensing (NI) Order 1996 Transfer of Liquor Licence

1 application for transfer of a licence had been received and acknowledged during the report period.

10.6 Licensing (NI) Order 1996 Application for Occasional Liquor Licence

Notice of application for an occasional licence had been received, acknowledged and responded to without objection during the report period.

10.7 Street Trading (NI) Act 2001

3 applications for the renewal of street trading licence had been received, acknowledged and issued during the report period.

The information report was noted.

11. QUALITY OF DRINKING WATER

Information report circulated.

In December 2016, the 20th report on the quality of drinking water was published by the Drinking Water Inspectorate, acting in their regulatory role on behalf of (DAERA) Department of Agriculture, Environment and Rural Affairs in respect of both public and private water supplies.

The information report was noted.

12. PUBLIC HEALTH AGENCY – RENEWALS OF CONTRACTS 2017-2018

Information report circulated.

Public Health Agency (North) have advised in correspondence dated 10th January 2017 that they intend to extend the existing contracts beyond 31 March 2017 for 12 months, subject to earlier termination in accordance with the terms of the contracts and subject to ongoing satisfactory performance being delivered. This is in respect of the following services:-

Accident Prevention
Poverty Co-Ordinator
Energy Efficiency Advice

All other terms and conditions of the contracts remain unchanged.

The information report was noted.

13. EXTENSION OF FUNDING TO ENERGY EFFICIENCY ADVICE SERVICE CONTRACT

Information report circulated.

Further to the original letter of offer/contract dated 15 June 2016, the Public Health Agency (North) have offered additional funding to enable the purchase and distribution of approximately 375 Keep warm packs within the Ballymoney, Coleraine and Moyle legacy areas. The Public Health Agency (West) has secured 46 male and female adult and 41 children's keep warm packs on behalf of legacy Limavady Council area. The packs will be distributed to those most in need following agreed criteria with the Public Health Agency.

The information report was noted.

14. DON'T MOW LET IT GROW

Information report circulated.

The Committee received a report to update Members on the Don't Mow Let It Grow Project during its first year. The report included information on where the scheme was implemented and outlined that a dedicated website and facebook page which had reached 7,300 people.

During the year the Don't Mow Let it Grow project had an interactive stand at several events and promotional leaflets, Frisbees and window stickers were given out. There were also six training events and two were held with volunteer surveyors on methodology in completing surveys and plant species identification.

Key information was gathered through the Public Perception Survey to provide evidence to support the benefits of Don't Mow Let it Grow. The habitat survey data from year one is currently being inputted and individual site management plans are being developed.

Year two will focus on management of existing sites, linking volunteers to individual sites and gathering information for the economic appraisal and cost benefit analysis.

AGREED – that the Biodiversity Officer would be congratulated on the excellent work being carried out.

The information report was noted.

15. ROADS (MISCELLANEOUS PROVISIONS) ACT (NORTHERN IRELAND) 2010

Information report circulated.

Council has received additional correspondence from the Department of Infrastructure stating that the formal commencement of the powers has now been deferred until 4 September 2017.

Officers will continue to liaise with the Department in relation to this matter and will bring a report back to Committee when further information has been received.

The information report was noted.

16. DOG FOULING INITIATIVES UPDATE

Information report circulated.

Dog fouling continues to be one of the most persistent issues of complaint. Protecting and enhancing our natural environment and assets is a key corporate objective and the Environmental Services Directorate will consider all opportunities and implement initiatives to ensure that this is met with respect to dog fouling and littering in general. The Directorate have dedicated teams of enforcement officers and cleansing staff who take great pride in ensuring the towns and villages are cleansed to a very high standard. Through a balance of education and enforcement where appropriate the aim would be to encourage all dog owners to be responsible and clean up after their dogs. We will continually seek the cooperation of the public to report incidents of dog fouling by contacting the Environmental Services Directorate or by the dedicated email dogfouling@causewaycoastandglens.gov.uk to assist staff in their efforts to catch the small number of irresponsible dog owners who continue to cause problems for all.

The following points were made:

- Explore options such as penalising those walking their dogs without dog foul bags
- The email address for reporting dog fouling should be made more prominent.
- Investigate claim of lack of dog foul disposal bins in Coleraine town.

Proposed by Councillor Wilson
Seconded by Councillor Baird and

AGREED – to write to the Department with the view to increasing fines for dog fouling.

17. MATTERS FOR REPORTING TO PARTNERSHIP PANEL (NEXT MEETING 23 MAY 2017 TBC)

AGREED – that the level of fines for dog fouling would be brought to the attention of the Partnership Panel.

18. ANY OTHER RELEVANT BUSINESS

In accordance with Standing Order 12 (o) the following items were raised:

18.1 Councillor McLaughlin

- Details of street cleansing operations in legacy council areas?
- Why rate payers in the Ballymoney Borough are being treated differently from other council areas?
- How the decision was made that housing developments in certain areas are cleaned on a weekly or twice weekly basis whilst the residents of Cloughmills, Dunloy, Rasharkin, etc. are cleaned once on a 6 - 8 week basis?
- Why (small) towns are cleaned on a daily basis when others of similar size are done on a weekly basis?
- A review of the policy to have equality in all areas regarding street cleansing.

In response the Director of Environmental Services outlined that a report would be brought back to the Committee in July/August 2017 on Street Cleaning harmonisation throughout the legacy council areas. He also indicated that litter blackspots would also be looked at.

AGREED – that a meeting would be set up with Transport NI regarding footpaths on Main Street/High Street, Ballymoney.

18.2 Councillor Fielding

- Concerns on how users of the Diversity Park, Portstewart access the facility.

In response the Director of Environmental Services agreed to discuss with staff alternative means of access to the facility.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9:05 pm.

Chair