

**ENVIRONMENTAL SERVICES COMMITTEE MEETING TUESDAY 2 MAY
2017**

Table of Recommendations

No	Item	Summary of Key Recommendations
1	Apologies	<i>Councillor Hunter</i>
2	Declarations of Interest	<i>Councillor Duddy in Item 11</i>
3	Minutes of Environmental Services Committee Meeting held on 4 April 2017	<i>Information</i>
4	Food Waste Collection	<i>Approve Option 1</i>
5	Licensing Report 5.1 Grant of Occasional Entertainment Licence – Kilmore Country House 5.2 Grant of Annual Indoor Entertainments Licence – Loughgiel Shamrocks GAC 5.3 Grant of Annual Indoor Entertainments Licence – Crusoes Coffee Shop 5.4 Transfer of Annual Indoor Entertainments Licence – The Village Tavern 5.5 Variation of Approval holder for Civic Marriage & Civil Partnership – The Causeway Hotel 5.6 Premises Approval for Civil Marriage & Civil Partnership – Kilmore Country House 5.7 Premises Approval for Civil Marriage and Civil Partnership – Ballymaclary House	<i>Approve the applications listed (Items 5.1, 5.2, 5.4-5.7 inclusive).</i> <i>Approve for a period of 6 months (Item 5.3)</i>
6	LED Lighting Scheme	<i>Approve progression to Stage 2</i>

7	Additional Entertainment Licensing Report	<i>Approve</i>
8	Licensing Items Report	<i>For Information</i>
9	Multi-Agency Flood Plan	<i>For Information</i>
10	New Continuous Air Quality Analyser at Main Street, Dungiven	<i>For Information</i>
11	Causeway Coast and Glens & Mid and East Antrim Joint Working Cluster	<i>For Information</i>
12	Matters for Reporting to Partnership Panel	<i>None</i>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
ENVIRONMENTAL SERVICES COMMITTEE
IN CIVIC HEADQUARTERS, COLERAINE ON
TUESDAY 2 MAY 2017 AT 7:00 PM**

In the Chair: Alderman King

Members Present: Alderman Campbell and Cole;
Councillors Baird, Chivers, Douglas, Duddy,
Fielding, Holmes, Hunter, Loftus, McLean,
MA McKillop, Watton

Officers Present : A McPeake, Director of Environmental Services
B Edgar, Head of Health and Built Environment
J Richardson, Head of Capital Works, Energy and
Infrastructure
S Duggan, Committee and Member Services Officer

In Attendance: Press (1 No)

1 APOLOGIES

Apologies were recorded for Councillor Hunter.

2 DECLARATIONS OF INTEREST

Councillor Duddy declared an interest in Item 11 in relation to CC&G & Mid and East Antrim Joint Working Cluster as Councillor Duddy sits on the Board of The Cornfield Project.

**3 MINUTES OF ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD 4 APRIL 2017**

The Chair advised that the minutes of the above meeting were approved at the Council Meeting on 25 April 2017.

4 FOOD WASTE COLLECTION

The Committee received a report on the introduction of a Borough wide bio waste collection service.

The Committee was reminded that the Food Waste Regulations (Northern Ireland) 2015 requires the following:

- Council shall from 1 April 2017 arrange for there to be provided to the occupier of every domestic property a receptacle which enables the separate collection of food waste
- A ban on landfilling separately collected food waste.

Council currently collect bio waste (food and garden) throughout the Borough using different systems. The existing collection service in the legacy areas are as follows:

To satisfy the legislation, increase recycling and harmonise services across all households in the Borough, Council have two options

Option 1 - Capital costs circa £1.8 million.

- Revenue costs circa £500k plus £120k for allocation of liners

Service		Container	Period	Frequency
Food & Garden		Standard bin	All Year	Fortnightly
Commingled Collection	Households with Service	Container	Frequency	Type of Waste
Ballymoney	7000	Standard Bin	Fortnightly	Garden Only
Coleraine	15000	Kerbside Caddy	Weekly	Food Only
Limavady	9500	Standard Bin	Fortnightly	Garden and Food Commingled
Moyle	5000	Standard Bin	Fortnightly	Garden and Food Commingled

Option 2 – Capital costs circa £2.5 million.

- Revenue costs circa £500k plus £120k for allocation of liners

Service	Container	Period	Frequency
Separate Food and Garden Waste Collection	Kerbside Caddy (Food)	All Year	Weekly
	Standard bin (Garden)	8 months	Fortnightly

Having considered both options in terms of capital cost, revenue cost per year, Option 1 requires less receptacles at households and allows for more flexibility with fleet and staff. Also top performing Council in Northern Ireland utilises a commingled collection.

It is recommended that Council introduce Option 1, a commingled food and garden collection service across the Borough.

Proposed by Councillor McLean
Seconded by Alderman Campbell and

AGREED – to recommend that Council introduce Option 1, a commingled food and garden collection service across the Borough.

5 ENTERTAINMENT LICENSING & PREMISES APPROVAL REPORT

The Head of Health & Built Environment provided an overview of the following applications and recommendations for Entertainment Licences and Premises Approval for Civil Marriage and Civil Partnership.

5.1 Grant of Occasional Entertainment Licence – Kilmore Country House

Licence No:	EL152
Premises:	Grounds of Kilmore Country House, 10 Glasmullen Road, Glasmullen
Application:	Marquee in grounds of Kilmore Country House Days and times on which it is applied to provide entertainment: Saturday 22 nd April 2017 13:00 – 01:00
Representations:	None received
PSNI and NIFRS:	No objections

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

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

5.2 Grant of Annual Indoor Entertainments Licence – Loughgiel Shamrocks GAC

Premises:	Loughgiel Shamrocks GAC
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Application:	Grant of annual indoor entertainments licence for Loughgiel Shamrocks GAC, 17 Lough Road, Loughgiel, Ballymena, BT44 9JN. Days and times on which it is applied to provide entertainment: Monday – Thursday 1000hrs to 2400hrs Friday – Saturday 100hrs to 0200hrs Sunday – 1000hrs to 0100hrs
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It is recommended – to grant an Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Councils licensing section.

5.3 Grant of Annual Indoor Entertainments Licence – Crusoes Coffee Shop

Premises:	Crusoes Coffee Shop
Application:	Grant of Annual indoor entertainments licence for Crusoes Coffee Shop, 1 st Floor, 29 Sea Road, Castlerock, Coleraine, BT51 4TN. Days and times on which it is applied to provide entertainment: Monday – Sunday 18:00 – 23:00

Council received no representation of objections during the 28 day period of objection as defined under the legislation. However, two letters of complaint were received from the same complainants. The complainants identified a number of issues but mainly focused on car parking and noise issues related to the holding of entertainment at the premises. The Environmental Services Department are currently investigating this complaint.

It is recommended – to grant an Indoor Entertainments Licence subject to compliance with any recommendations of the Councils licensing section inclusive of the following special conditions:

- i) No representations from members of the public
- ii) No objections from PSNI or NIFRS

Proposed by Councillor Holmes
Seconded by Councillor Duddy and

AGREED – to recommend that Council Grant an Indoor Entertainments Licence for a period of 6 months, to allow investigations to be completed,

subject to compliance with any recommendations of the Councils licensing section inclusive of the following special conditions.

- i) No representations from members of the public
- ii) No objections from PSNI or NIFRS

5.4 Transfer of Annual Indoor Entertainments Licence

Premises:	The Village Tavern
Application:	Transfer of annual indoor entertainments licence for The Village Tavern, 24 St Paul's Road Articlave, Coleraine, BT51 3LZ. Days and times on which it is applied to provide entertainment: Monday – Saturday 11:30 – 01:00 Sunday 12:30 - 00:00

It is recommended – to Transfer of Annual Indoor Entertainments Licence subject to compliance with any recommendations of the Councils licensing section inclusive of the following special conditions

- i) No representations from members of the Public
- ii) No objections from PSNI or NIFRS

5.5 Variation of Approval Holder for Civil Marriage and Civil Partnership

Premises:	The Causeway Hotel
Application:	Application has been received for the Variation of the Approval Holder of The Causeway Hotel, 40 Causeway Road, Bushmills, BT57 8SU as a place of Civil Marriage and Civil Partnership.

It is recommended - to vary the Approval Holder for the above premises as a place of Civil Marriage and Civil Partnership subject to compliance with any recommendations of the Councils licensing section inclusive of the following special conditions

- i) No objections from PSNI

5.6 Premises Approval for Civil Marriage and Civil Partnership

Premises:	Kilmore Country House
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Application:	Application has been received for the Approval of Kilmore Country House, 10 Glassmullan Road, Glenariff BT44 0QZ as a place of Civil Marriage and Civil Partnership
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It is recommended – to grant approval as a place of Civil Marriage and Civil Partnership subject to compliance with any recommendations of the Councils licensing section inclusive of the following special conditions.

- i) No representations from members of the Public
- ii) No objections from PSNI or NIFRS

5.7 Premises Approval for Civil Marriage and Civil Partnership

Premises:	Ballymaclary House
Application:	Application has been received for the Approval of Ballymaclary House, 573 Seacoast Road, Limavady, BT49 0LG as a place of Civil Marriage and Civil Partnership

It is recommended – to Grant Approval as a place of Civil Marriage and Civil Partnership subject to compliance with any recommendations of the Councils licensing section inclusive of the following special conditions.

- i) No representations from members of the Public
- ii) No objections from PSNI or NIFRS

Proposed by Councillor McKillop
 Seconded by Councillor Baird and

AGREED – to recommend that Council approval of the applications listed in the report (Items 5.1, 5.2, 5.4-5.7 inclusive).

6 LED LIGHTING SCHEME

The Head of Head of Capital Works, Energy & Infrastructure presented a report to request permission to progress the LED Lamp Lighting Scheme to Stage 2 of the Capital Programme Management System.

The investment in compliant, energy saving LED Lighting Systems and Technology for existing and new Council Estates Buildings is directly in line with the Strategic Theme in the Business Plan for targeting the most advantageous projects from both carbon reduction and cost perspective to deliver energy efficiencies.

Due to the advancement in lighting technology annual running cost savings can be realised through the replacement of existing incandescent lamps with LED lamps technology. LED lamps provide lower energy consumption and energy cost compared to higher energy incandescent

light sources; have a longer lifetime; provide physical robustness; smaller size; reduction in carbon emissions and reduction in maintenance costs.

The outline design proposals prepared at Stage 1 have now been developed by carrying out a detailed feasibility survey to identify Council owned buildings within Councils estate which use a significant amount of electricity for lighting and which would benefit from re-lamping with new energy efficient LED lamps, new lighting controls and in some cases new lamp fittings where required to maximise energy efficiency.

The building identified were Roe Valley Arts and Cultural Centre, Ballymoney Town Hall, Joey Dunlop Leisure Centre, Coleraine Leisure Centre and Roe Valley Leisure Centre.

A summary of the costings are listed in the table below:

LED LAMP REPLACEMENT LIGHTING				
Building	Estimated Annual Energy Saving (kWh)	Estimated Cost £	Grant £	Payback in Year
Ballymoney Town Hall	38,133	26,959.00	3,671.00	4
Roe Valley Arts and Cultural Centre	28001	41,298.40	8,249.60	11
Coleraine Leisure Centre	47,756	40,003.40	5,014.60	6
Joey Dunlop Leisure Centre	78058	47,383.00	6,202.00	5
Roe Valley Leisure Centre	32,959	43,760.00	3,990.00	3
Total	224,907	199,404	27,127	
Average in Year				6

On the basis of the estimates the total estimated expenditure would be £199,404.00 of which £27,127.00 would be funded by the Energia LED Lighting Scheme. The average payback period for the overall project would be in year 6 post completion date of the installation.

The report set out comparison of the quantum and relative percentage of the annual electrical savings in kWhs set against the typical annual electrical consumption of each building and for all buildings.

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 £172,277.00.

Councillor Holmes considered the Roe Valley Arts and Cultural Centre and Coleraine Leisure Centre payback periods were not a good investment. The Head of Capital Works, Energy and Infrastructure further advised the recommendation was for progression to next stage only at this time and the investment decision on the individual locations could be amended

once the tendering exercise was completed and brought back to members.

Proposed by Councillor Holmes
Seconded by Councillor Chivers and

AGREED – to recommend that Council approve 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 £172,277.00.

7. ENTERTAINMENT LICENSING REPORT – ADDITION

The Committee received a report on application for grant of outdoor Entertainment Licence – Irish Open European Tour.

Licence No:	
Premises:	Portstewart Golf Club, 117 Strand Road, Portstewart
Application:	Outdoor Entertainment Licence Days and times on which it is applied to provide entertainment: Wednesday 5 th July 2017 to Sunday 9 th July 2017 from 12 noon to 23:00 hrs
Representations:	Closing date 1 st May 2017
PSNI and NIFRS:	Closing date 1 st May 2017

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

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

Proposed by Councillor Baird
Seconded by Councillor Loftus and

AGREED – to recommend that Council Grant an Outdoor Entertainment Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions:

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

8. LICENSING ITEMS REPORT

Information report circulated.

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

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

8.2 Betting, Gaming, Lotteries and Amusements (NI) Order 1985

2 applications for society lottery registrations had been received, acknowledged and processed during the report period.

8.3 Petroleum (Regulations) Acts (NI) 1929 and 1937 Petroleum Spirit Licence

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

The information report was noted.

9. MULTI-AGENCY FLOOD PLAN

Information report circulated.

The Northern Emergency Preparedness Group (NEPG) has completed a Multi-Agency Flood Plan for flooding impacting on communities in the Borough Council areas of Antrim and Newtownabbey, Mid and East Antrim and Causeway Coast and Glens. In recent times there have been significant improvement in multi-agency Emergency Planning and co-ordination by local and central government Departments.

The plan aims to detail the pre-planned response, as a result of a Met Office Weather Warning for rainfall being issued resulting in significant flooding impacts. A major flooding event is defined “as one where there is widespread flooding that is beyond the response capability of the three drainage agencies.”

Multi Agency local level and regional Co-ordination arrangements are outlined in the plan alongside organisational Roles and Responsibilities during escalation phase. During localised flooding the Council has a key role in facilitating local level Co-ordination among relevant partners. The joined up approach ensures deployment of resources on the ground are

achieved alongside providing the necessary assistance to local communities and businesses in a time of need.

During a flooding event, the public are advised to contact the Flood Incident Line directly on 0300 2000 100.

Council is working closely with the Rivers Agency and relevant multiagency partners to identify vulnerable flooding locations.

The information report was noted.

10. NEW CONTINUOUS AIR QUALITY ANALYSER AT MAIN STREET, DUNGIVEN

The Environment (NI) Order 2001 requires Council to review air quality in its district periodically. Local Authorities are requested to consider current and future air quality and assess whether it meets the national standards. Air pollution levels in Causeway Coast and Glens Borough Council are generally low, initial and ongoing monitoring has ruled out the majority of pollutants being a problem. However, in a progress report in 2008, undertaken by former Limavady Borough Council, it was identified that there was an issue with Nitric Oxide and Nitrogen Dioxide in Main Street Dungiven. The town of Dungiven was subsequently classified as an Air Quality Management Area and for the purposes of monitoring a continuous indicative monitor was installed on the kerbside on Main Street adjacent to the former PSNI station.

Unfortunately the monitor broke down in April 2016 and was not repairable at economic expense. After discussions with DAERA, Council was informed that the Department would part fund any replacement equipment to the value of 50% of the costs incurred.

Council sought quotations for a replacement unit and based on the quotations received, the specification and certification necessary, Envirotechnology was appointed to supply, fit and calibrate a Thermo 42i analyser. The analyser was installed on 27 March 2017 and is now continuously monitoring air quality in the Dungiven area and fed back to DAERA website which can be assessed at any time.

The information report was noted.

11. CAUSEWAY COAST AND GLENS & MID AND EAST ANTRIM JOINT WORKING CLUSTER

Information report circulated.

Members were reminded from a previous report that the Joint Working Cluster had been developing and progressing a number of poverty initiatives.

The Committee were updated on the Slow Energy Efficient Initiative, Causeway Food Forum, Food Bank Research, Household Growing Scheme and Sew Energy Efficient.

The information report was noted.

**12. MATTERS FOR REPORTING TO PARTNERSHIP PANEL
(PROVISIONALLY - NEXT MEETING 23 MAY 2017)**

There were no matters for reporting to the Partnership Panel.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at **8 PM.**

Chair