

**ENVIRONMENTAL SERVICES COMMITTEE MEETING
TUESDAY 5 MARCH 2019**

Table of Recommendations

| No | Item | Summary of Key Recommendations |
|-----------|--|---|
| 4 | Entertainment Licensing Report | <i>Grant</i> |
| 5 | Fairtrade Borough Status | <i>Defer Nomination to Fairtrade Steering Group until after elections</i> |
| 6 | Transfer of Houses in Multiple Occupation: Fees and Fixed Penalty Notices | <i>Note Agreed to set fee of £37 in respect of application for a HMO licence</i> |
| 7 | Transfer of Houses in Multiple Occupation: Memorandum of Understanding Between Department for Communities (DFC) Housing Division and Lead Councils | <i>Approve</i> |
| 8 | Transfer of Houses in Multiple Occupation Standard Conditions & Tackling Anti-Social Behaviour | <i>Endorse</i> |
| 9 | Transfer of Houses in Multiple Occupation: Service Level Agreements x3 | <i>Approve</i> |
| 10 | Animal Welfare Update and Northern Region Service Level Agreements (SLA) 2019-2021 | <i>Approve</i> |
| 11 | Construction of a Waste Transfer Station <ul style="list-style-type: none"> • <i>It was queried if glass frames would be recycling at Recycling Centres</i> | <i>Progress to Stage 1 Agreed to respond to query</i> |

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| 12 | <p>Harbour & Marina Charges 2019-2020</p> <p><i><u>Recommendation 1</u> – Approve Option 2. Prices are increased at 5% to achieve rates income proposed on the rates spreadsheet of £13,000</i></p> <p><i><u>Recommendation 2</u> – to remove the current freeze provided to charter vessels and apply standard rates for 2019/2020 season</i></p> <p><i><u>Recommendation 3</u> – apply same fee rate on Rathlin Island for mariculture vessels as is applied to fishing vessels</i></p> <p><i><u>Recommendation 4</u> – remove legacy restrictions for limiting the number of commercial operations in any of its harbours or marinas</i></p> | <p>Approve Option 2 increase by 5%</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> |
| | | |
| 13 | Entertainment Licence Renewals | Information |
| | | |
| 14 | Liquor Licences | Information |
| | | |
| 15 | Petroleum Spirit Licence Renewals | Information |
| | | |
| 16 | Society, Lottery Registrations | Information |
| | | |
| 17 | Amusement Permit Renewals | Information |
| | | |
| 18 | Cinema Licence Renewal | Information |
| | | |
| 19 | Street Trading Licence Renewals | Information |
| | | |
| 20 | Licences Issues Under Delegated Authority | Information |
| | | |
| 21 | Council Emergency Plan | Information |
| | | |
| 22 | Regional Recovery Plan | Information |

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE
ENVIRONMENTAL SERVICES COMMITTEE
IN CIVIC HEADQUARTERS, COLERAINE ON
TUESDAY 5 MARCH 2019 AT 7:00 PM**

In the Chair: Alderman Finlay

Members Present: Alderman Cole, Hillis and King
Councillors Douglas, Holmes, Loftus, McCorkell,
McGurk, McLean, MA McKillop, Mulholland A,
Watton and Wilson

Officers Present: D Jackson, Chief Executive
B Edgar, Head of Health & Build Environment
J Richardson, Head of Capital Works &
Infrastructure
A Mullan, Head of Operations
E McCaul, Committee & Member Services Officer

In Attendance: Press (1 No)

SUBSTITUTIONS:

Alderman Hillis replaced Councillor Hunter and Councillor A Mulholland replaced Councillor MA McKillop for the transaction of business at the meeting.

1. APOLOGIES

Apologies were recorded for Alderman Campbell, Councillors Hunter, McLaughlin and Mulholland.

2. DECLARATIONS OF INTEREST

There were no declarations of Interest.

3. MINUTE OF MEETING HELD 5 FEBRUARY 2019

The Chair advised the Minutes of the Meeting were adopted at the 26 February 2019 Council Meeting.

4. ENTERTAINMENT LICENSING REPORT

Report previously circulated.

4.1 Grant of Annual Indoor Entertainments Licence

Licence No: EL 374
Premises: St Olcan's Community Hall, Glenshesk Road, Armoy
Application: Grant of annual indoor entertainments licence
Days and times on which it is applied to provide entertainment:
PSNI and NIFRS: Monday – Sunday 18:00hrs to 01:00hrs
Awaiting responses

It is recommended - grant of an Annual Entertainments Licence subject to compliance with any recommendations of the Councils licensing department inclusive of the following special conditions

- No objections from PSNI or NIFRS

4.2 Grant of Annual Indoor Entertainments Licence

Licence No: EL373
Premises: Limavady Masonic Hall, 48 Linenhall Street, Limavady
Application: Grant of annual indoor entertainments licence
Days and times on which it is applied to provide entertainment:
Representations: Monday – Saturday 11:30 hrs to 23:30hrs
Closing Date 21st February 2019
PSNI and NIFRS: Awaiting Responses

It is recommended - Grant of an Annual Entertainments Licence subject to compliance with any recommendations of the Councils Licensing Department inclusive of the following special conditions:

- No representations
- No objections from PSNI or NIFRS

4.3 Grant of Annual Indoor Entertainments Licence

Licence No: EL 380
Premises: Old Church Centre, Church Lane, Bay Road, Cushendun

Application: Grant of annual indoor entertainments licence for theatrical performance, Dancing, Singing, Music or any other entertainment of a like kind,

Days and times on which it is applied to provide entertainment:

Monday – Saturday 09:00hrs to 23:00hrs
Sunday - 14:00hrs to 23:00hrs

Representations: To be received by 21st March 2019
PSNI and NIFRS: Awaiting responses

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

- No objections from PSNI or NIFRS
- No representations

4.4 Grant of an Occasional Indoor Entertainments Licence

Licence No EL122

Premises: North West 200 Marquee, NW200 Paddock, Ballyreagh Road, Portstewart

Application: Grant of Occasional Indoor Entertainments licence

Days and times on which it is applied to provide entertainment:

Monday 13th May – Friday 17th May 17.00hrs – 01:00hrs
Saturday 18th May 11.00hrs – 01.00hrs

Representations: Closing date 21st March 2019

PSNI and NIFRS: Awaiting responses

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

- No representations
- No objections from PSNI or NIFRS

4.5 Grant of an Occasional Indoor Entertainment Licence

Licence No: EL379

Premises: The Open Campsite Village, Ulster University, Coleraine Campus, Cromore Road, Coleraine. BT52 1SA

Application: Grant of Occasional Indoor Entertainments licence

Days and times on which it is applied to provide entertainment:

Sunday 14th July-Monday 22nd July 7pm-10:30pm

Representations: Closing date 21st March 2019

PSNI and NIFRS: Awaiting responses

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

- No representations
- No objections from PSNI or NIFRS

Proposed by Councillor Wilson
Seconded by Councillor Loftus and

AGREED – to recommend to Council approve recommendations therein for items 4.1 – 4.5 inclusive.

5. FAIRTRADE BOROUGH STATUS

The Environmental Services Committee received a report to update Members on Fairtrade Borough Status and to seek 2 nominations to the Fairtrade Steering Group.

In November 2016 members passed a resolution demonstrating Council's support for a campaign to achieve Fairtrade Borough Status.

Fairtrade is a global movement to guarantee a better deal, working conditions, environmental protection and fair terms of trade for disadvantaged producers in the developing world. Its primary objective is to tackle poverty.

Fairtrade tackles any use of child labour and/or human trafficking. Fairtrade certified producers invest in schools, transport, health care and sanitation.

Fairtrade has a strong presence in the UK and Ireland, represented by the Fairtrade Foundation and Fairtrade Ireland. Through the “Fairtrade Town” campaign, communities are awarded Fairtrade status when they meet set criteria.

In March 2013, Rathlin Island was awarded Fairtrade Island status.

In addition to Rathlin Island, the towns of Ballymoney, Coleraine, Limavady and Portstewart, all have a legacy of supporting Fairtrade.

Goals to be achieved for Fairtrade Borough status:

Goal 1: Local council passes a Fairtrade resolution, agrees to serve Fairtrade products, explores and reviews internal public procurement to include Fairtrade.

Goal 2: A range of Fairtrade products (at least two) must be readily available and served in a number of the area’s shops and catering establishments.

Goal 3: Local workplaces and community organisations, such as places of worship and schools, are encouraged to support Fairtrade and to use Fairtrade products.

Goal 4: Use is made of the media and events to raise awareness of Fairtrade.

Goal 5: A local Fairtrade steering group, representative of the community and Council, is convened to develop and support the Fairtrade campaign.

Goals 1-4 have been achieved to date and in order to achieve full Fairtrade Borough Status, nominations are requested for 2 Members of the ES Committee to represent Council on the local Fairtrade Steering Group. It is anticipated that the first meeting of the Group will take place in April 2019. A draft Terms of Reference was circulated, with a date and time of the first meeting to be confirmed.

It is recommended - that 2 Members of the ES Committee are nominated to represent Council on the local Fairtrade Steering Group.

Amendment - Proposed by Alderman Cole
Seconded by Councillor Wilson and

AGREED – to recommend to Council that nominations to the Fairtrade Steering Group are deferred until the first Environmental Services meeting held after the elections.

6. TRANSFER OF HOUSES IN MULTIPLE OCCUPATION (HMO): FEES AND FIXED PENALTY NOTICES

The Committee considered a report for Members to note the update information regarding the fees for the Houses of Multiple Occupation licensing function and to agree to set a fee of £37 per person per annum in respect of an application for a HMO licence.

The report set out background information on The Houses in Multiple Occupation Act NI 2016 which will become effective from 1 April 2019. The Department of Communities (DfC) will also be laying some subordinate Regulations at the same time, one of which is The Houses in Multiple Occupation (Fees) Regulations (NI) 2019, which sets the maximum level of fees for an application for a HMO licence at £45 per person per annum.

DfC carried out stakeholder engagement on the subordinate legislation and feedback from the stakeholders have been fully reviewed and no concerns were raised in relation to the maximum fee proposed in the Regulations.

Whilst the Regulations set a maximum fee level of £45 it is proposed to set the fee at £37 per person per annum which, it is estimated, will allow the service to be provided on a cost neutral basis. The fee will be subject to review after two years by both council officers and DfC.

As well as the licence fees outlined above, Council is required to establish and agree the cost of variations to a licence. Officers propose the following, based on the cost of a licence (ie £37 per person per year for 5 years = £185)

The Houses in Multiple Occupation (HMO) Act NI 2016 provides a wide variety of enforcement options to be available to the Council, including the ability to serve Fixed Penalty Notices (FPN). A FPN is a notice giving the recipient the opportunity of discharging any liability to conviction for an offence by paying a fixed sum of money within a particular period. Note that issuing of a notice is an alternative to prosecuting the offender.

It is recommended - that Committee

- note the update information regarding the fees for the Houses of Multiple Occupation licensing function;

- agree to set a fee of £37 per person per annum in respect of an application for a HMO licence;
- agree additional fees for an application to vary a licence, and those for supplying a certified copies from, or of, the register as detailed in Table 3 & 4 of the report.
- note the information regarding the use of Fixed Penalty Notices as enforcement functions that are available to the Council under the Houses in Multiple Occupation (HMO) Act NI 2016;
- agree the value of any fixed penalty notices that may be issued as detailed in the report.

Proposed by Alderman Cole
 Seconded by Alderman King and

AGREED – to recommend that Council

- note the update information regarding the fees for the Houses of Multiple Occupation licensing function;
- agree to set a fee of £37 per person per annum in respect of an application for a HMO licence;
- agree additional fees for an application to vary a licence, and those for supplying a certified copies from, or of, the register as detailed in Table 3 & 4 of the report.
- note the information regarding the use of Fixed Penalty Notices as enforcement functions that are available to the Council under the Houses in Multiple Occupation (HMO) Act NI 2016;
- agree the value of any fixed penalty notices that may be issued as detailed in the report.

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

**7. TRANSFER OF HOUSES IN MULTIPLE OCCUPATION:
 MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN
 DEPARTMENT FOR COMMUNITIES HOUSING DIVISION AND LEAD
 COUNCILS**

The Committee received a report on to approve the signing of the Memorandum of Understanding between the Department for Communities Housing Division and Lead Councils on key working arrangements and responsibilities for the operation of the new HMO regulatory regime.

It is recommended – that Committee approve the signing of the Memorandum of Understanding and that the Chief Executive sign on Councils behalf.

The Chief Executive clarified that that the new legislation on HMOs had been due to transfer to Council in 2015 from the NIHE. He said that significant due diligence had been carried out on the lengthy piece of legislation, which incorporated shared services within Environmental Health.

The Head of Health & Built Environment confirmed that HMO was there more than 1 person in the household.

Proposed by Alderman Cole
Seconded by Alderman King and

AGREED - to recommend that Council approve the signing of the Memorandum of Understanding and that the Chief Executive sign on Councils behalf.

8. TRANSFER OF HOUSES IN MULTIPLE OCCUPATION STANDARD CONDITIONS & TACKLING ANTI-SOCIAL BEHAVIOUR

The Committee considered a report to provide Members with information regarding the Standard Conditions and the approach to managing Anti-Social Behaviour for Transfer of Houses in Multiple Occupancy. Members were reminded that The Houses in Multiple Occupation (HMO) Act NI 2016 is due to commence on 1 April 2019 and that this would transfer responsibility for regulating HMO's from Northern Ireland Housing Executive to local district councils.

The proposed standard conditions and the proposed 'Tackling of Anti-Social Behaviour in HMO properties' was circulated and these applied to all houses in HMO in Northern Ireland and would be attached to all licences as they are issued.

It is recommended – that the committee endorse the proposed Standard Conditions and the proposed approach to tackling Anti-Social Behaviour circulated.

Proposed by Alderman Cole
Seconded by Alderman King and

AGREED – to recommend that Council endorse the proposed Standard Conditions and the proposed approach to tackling Anti-Social Behaviour circulated.

9. TRANSFER OF HOUSES IN MULTI OCCUPATION: SLA'S

The Committee received a report to approve the following service level agreements (SLA's) and for the Chief Executive to sign on Councils behalf:

- Legal Services specifically for HMO Licensing matters and to include training of elected members and the provision of legal advice and attendance where necessary at committee meetings
- The provision of ICT hardware, software and ICT support to ensure the effective delivery of the HMO service, and
- The roles, responsibilities and obligations of Regional Lead, Sub Regional Leads and cluster Councils in the delivery of the HMO Licensing scheme.

A copy of the SLAs were circulated.

It is recommended - that committee approve the signing of the above Service Level Agreements and that the Chief Executive sign on Councils behalf.

Proposed by Alderman Cole
Seconded by Alderman King and

AGREED - to recommend that Council approve the signing of the above Service Level Agreements and that the Chief Executive sign on Councils behalf.

10. ANIMAL WELFARE UPDATE AND NORTHERN REGION SERVICE LEVEL AGREEMENT 2019-2021

The Committee considered a report to highlight to Elected Member the recently published Animal Welfare Service Delivery Statistical Bulletin 2017. In addition the reports sought approval for the Chief Executive to sign a Northern Region Service Level Agreement (SLA) pertaining to the Shared Animal Welfare Service for the 2018-21 period.

* Councillor Holmes joined the meeting at 7:16 pm.

Mid and East Antrim act as one of the five sub-regional Lead Councils within the province responsible for the implementation and the enforcement of the Welfare of Animals Act (NI) 2011 across the eleven council areas.

Mid and East Antrim provide this service provision in their own council area and across Antrim and Newtownabbey Borough Council and Causeway Coast and Glens Borough Council, collectively referred to as the Northern Region. The Animal Welfare Service is wholly funded

through a regional grant from Department of Agriculture, Environment and Rural Affairs (DAERA).

Responsibility for the enforcement of the Welfare of Animals Act (NI) 2011 has been conferred on three enforcement agencies DAERA (farmed animals), PSNI (wildlife and animal fighting) and local Councils (companion animals and equines).

The review of the implementation of the 2011 Act, in 2015, recommended that DAERA should publish an annual report setting out information in relation to the animal welfare service. This is the second statistical bulletin produced by the Department, using information provided by the three enforcement bodies and detailing the range and level of animal welfare activities during 2017.

With regard to Councils there were 9,189 inspections carried out during 2017 and over 2,400 animals were assessed by council animal welfare officers. Faced with this level of activity, councils utilised the full range of enforcement options to achieve the best outcomes, including where appropriate, prosecutions and disqualification from keeping animals. Northern region carry 28% of the provincial workload. A statistical report specifically for the Causeway Coast and Glens Borough Council area will be provided to committee following the end of the financial year.

The Service Level Agreement between Mid and East Antrim BC, Antrim and Newtownabbey BC and Causeway Coast and Glens BC requires renewal. This agreement establishes the provisions under which Mid and East Antrim Borough Council provide the DAERA funded Animal Welfare Service. In addition to define the role, responsibilities and obligations of the stakeholders within the Northern Region.

The SLA has previously been renewed on an annual basis, however upon consultation with all concerned parties, it is proposed that the period of the SLA is extended to March 2021. This SLA includes arrangements an Information Sharing Agreement (ISA) which is being developed to assist in the sharing of information between the three councils that will enhance any investigation and enforcement under the Welfare of Animals Act (NI) 2011 Act and/or the Dogs (NI) Order 1983 as amended. Information to be shared will include personal and non-personal data. The ISA will be subject to the agreement of all parties and to periodic review. The response to media, elected members, Freedom of Information and other enquiries has been revised and updated.

The provision of an Animal Welfare Service is wholly funded by DAERA. The SLA may be terminated by any of the Stakeholders by giving at least one month written notice to the other Stakeholders.

It is recommended - that Elected Members note the Animal Welfare Service Delivery Statistical Bulletin 2017. Further it is recommended that Elected Members approve the signing of a Northern Region Service Level Agreement pertaining to the Shared Animal Welfare Service for the 2018-21 period between Mid and East Antrim Borough Council, Antrim and Newtownabbey Borough Council and Causeway Coast and Glens Borough Council, and that the Chief Executive sign on Councils behalf.

Proposed by Alderman King
Seconded by Alderman Cole and

AGREED – to recommend that Council note the Animal Welfare Service Delivery Statistical Bulletin 2017. Further it is recommended that Council approve the signing of a Northern Region Service Level Agreement pertaining to the Shared Animal Welfare Service for the 2018-21 period between Mid and East Antrim Borough Council, Antrim and Newtownabbey Borough Council and Causeway Coast and Glens Borough Council, and that the Chief Executive sign on Councils behalf.

11. CONSTRUCTION OF WASTE TRANSFER STATION AT LETTERLOAN COMPOSING FACILITY

The Committee considered a report to progress construction of a new waste transfer station at Letterloan Composing Facility to Stage 1 of the Capital Management System.

Council currently operates 4 no. waste transfer stations (WTS) as follows:-

Aghanloo (Limavady) – mixed recyclables
Craigahulliar (Portrush) – mixed recyclables
Crosstagherty (Ballymoney) – mixed organic, mixed recyclables & residual waste
Letterloan (Coleraine) – mixed organic

Details were set out within the report on where kerbside waste collected by Council refuse collection vehicles were disposed of or transferred to.

Craigahulliar landfill site has an expected remaining life span of circa 4 years at current infill rates.

Upon closure of the landfill site, waste previously being landfilled to Craighulliar will be bulked up and temporarily stored at a waste transfer station for onward transport to a materials recovery facility (MRF).

Council is currently procuring a new residual (black bin) waste contract. It is expected that this contract will be in excess of 5 years duration. Council must indicate in the contract the location(s) of waste transfer station(s) to be utilised.

Permission is sought to progress the proposed works to Stage 1 of the Capital Management System. Stage 1 will consist of a scoping study and evaluation of project need. The outcome of Stage 1 will be two-fold – [1] condition survey and [2] options appraisal report.

It is recommended - that the proposed project, namely construction of a new waste transfer station at Letterloan Composting Facility, is progressed to Stage 1 (scoping, feasibility and outline business case) of the Capital Management System.

Proposed by Councillor Wilson
Seconded by Councillor Douglas and

AGREED – to recommend to Council that the proposed project, namely construction of a new waste transfer station at Letterloan Composting Facility is progressed to Stage 1 (scoping, feasibility and outline business case) of the Capital Management System.

The Head of Health & Built Environment agreed to check out if Recycling Centres were able to accept items of glass for recycling other than bottles.

12. HARBOUR & MARINA CHARGES 2019-2020

The Committee received a report to consider 4 recommendation relating to Harbour & Marina charges for 2019-2020.

Councils Infrastructure Department manages 13 Harbour & Marina facilities throughout the Borough. The annual income generated from this service area is circa £260k.

The report detailed the prices currently charged during the 2018/2019 season. In addition to the fees, other charges apply in relation to:

- Shorter berthing periods
- Services provided and

- Berthing or harbour use outside the main contract season period.

As per Council decision of March 2018, a 45% reduction was applied to all registered and licenced fishing vessels berthing permanently in CCGBC harbour. This reduction does not apply to marina use.

Two options were proposed to increase the prices for 2019-2020 season.

Option 1: Prices are increased at the rate of inflation (CPI) of 2.1%. This will result in additional annual income of £5,460.00 based on current levels of use.

Option 2: Prices are increased at 5% to achieve rates income proposed on the rates spreadsheet of £13,000.

Recommendation One

It is recommended that Council approve Option 2: Prices are increased at 5% to achieve rates income proposed on the rates spreadsheet of £13,000.

Proposed by Alderman King
Seconded by Councillor Holmes and

AGREED – to recommend that Council approve Option 2: Prices are increased at 5% to achieve rates income proposed on the rates spreadsheet of £13,000.

Following the Harbour & Marina charging appraisal report (6 March 2018) Council agreed to option C from the proposals in the report. This option saw the freeze of Harbour and Marina rates at all facilities for commercial vessels (charter vessels). This was to enable further research into the need for such discounts or greater incentives to support these tourism/leisure businesses.

Consultations with Council's Tourism Department have led to the conclusion that there is currently no supporting evidence to provide discount for charter vessels.

Note: The current freeze facilitated the Ballycastle charter vessels with an 8.6% reduction in standard fees last year. This will now be removed to provide equality throughout the Borough. Charges for charter vessels will revert to standard fees.

Recommendation Two

It is recommended - to remove the current freeze provided to charter vessels and apply standard rates for the 2019/2020 season.

Proposed by Councillor Loftus
Seconded by Councillor Wilson and

AGREED – to recommend that Council remove the current freeze provided to charter vessels and apply standard rates for the 2019/2020 season.

As part of the charging appraisal brought to Council 6 March 2018 and following consultation with harbour users, officers removed Rathlin Island charges from any increases to protect the Island economy and give officers time to further explore the needs of the harbour and its users on the Island. In line with such documents as the “Rathlin Island Action Plan” and following consultation with Council’s Economic Development Department there is need to support additional business within this Island community and is integral to the future sustainability of the Island economy.

During the consultation last year with all users, officers were asked to apply the discount enjoyed by the fishing vessels to mariculture seaweed business. One such business is the recently established Mariculture Seaweed Business “Islander Kelp LTD”. The Island based business grows seaweed at sea for the food industry and requires the safe berthing of 3 vessels at Rathlin Harbour. These vessels are used to maintain the at sea farm and during the harvesting of its products. This business is unique to the area and experiences further restrictions as it is based on the Island. During the consultation process the business owner requested that Council consider their business as a special case and that the 45% concession offered to the fishing vessels be applied to their vessels.

Council is not bound by Rathlin Island policy, but in terms of economic development and destination management, it would be advantageous to support a unique business like this, as well as grow its economy, in the aspiration that others may follow.

In conclusion:

- Reduced fees would be supportive to a start-up and relatively unique business.
- A concession on the standard rate would be supportive to several actions and outcomes under the Ministerial Policy, which are listed above – an increase will not help to maximise employment opportunities in water-based businesses, nor will it deepen the scope of the economy.

This level of financial support equates to approximately £480.00 per annum.

Recommendation Three.

It is recommended - to apply the same fee rate on Rathlin Island for mariculture vessels as is applied to fishing vessels.

Proposed by Councillor Wilson
Seconded by Alderman Cole and

AGREED – to recommend that Council apply the same fee rate on Rathlin Island for mariculture vessels as is applied to fishing vessels.

Legacy policy in CBC had limited the number of charter and fishing vessels operating in its 3 ports, Portrush, Portstewart and Portballintrae. No evidence or rationale existed or exists today to warrant this restriction. Additionally no such restrictions are in place in any other of Council's harbour facilities.

Recommendation Four

It is recommended - to remove any legacy restrictions on limiting the number of commercial operations in any of its harbours or marinas.

Proposed by Councillor Holmes
Seconded by Councillor Loftus and

AGREED – to recommend that Council remove any legacy restrictions on limiting the number of commercial operations in any of its harbours or marinas.

Proposed by Councillor Wilson
Seconded by Councillor McLean and

AGREED – that the information reports from Item 13 to 22 be noted.

13. ENTERTAINMENT LICENCE RENEWALS

Information report circulated.

The undernoted 10 applications for an entertainment licence have been received, acknowledged and processed during the report period.

| <u>Unique Reference No.</u> | <u>Name of Premises</u> |
|-----------------------------|--|
| EL342 | Limavady United Football and Athletic Club |
| EL323 | Largy Community Hall |
| EL315 | Rising Sun Bar |
| EL344 | Calablanca Bar & Lounge |
| EL068 | The Forge Bar |
| EL049 | Harbour Bar & Bistro |
| EL142 | The Crannagh Coffee Shop & Bistro |
| EL180 | Hunters Bar |
| EL308 | Donegal Charlies |
| EL345 | Drummond Cricket Club |

14. LIQUOR LICENCES

10 applications for grant, renewal, transfer or grant of an occasional Intoxicating Liquor Licence have been received and acknowledged to Court Service during the report period.

15. PETROLEUM SPIRIT LICENCE RENEWALS

7 applications for renewal of petroleum spirit licences have been received acknowledged and processed during the report period.

16. SOCIETY LOTTERY REGISTRATIONS

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

17. AMUSEMENT PERMIT RENEWALS

9 applications for renewal of an amusement permit has been received and processed during the report period.

18. CINEMA LICENCE RENEWAL

1 application for a cinema licence was received, acknowledged and processed during the report period.

19. STREET TRADING LICENCE RENEWALS

1 application for a Street Trading Renewal was received, acknowledged and processed during the report period.

20. LICENCES ISSUES UNDER DELEGATED AUTHORITY

The licences below were issued under Delegated Authority during the last report period.

The undernoted application for registration has been received, acknowledged and processed during the report period.

| <u>Unique Reference No.</u> | <u>Name of Premises</u> | <u>Type of Registration</u> |
|-----------------------------|-------------------------|-----------------------------|
| T/01/2019 | Atomic Vibes | Tattooing |

21. COUNCIL EMERGENCY PLAN

Information report circulated.

The Council Emergency Plan provides a framework to allow decisions to be made and an appropriate response provided with a minimum of delay, regardless of the type of Emergency occurring within the Borough. The aim of the plan is to assist Causeway Coast and Glens Borough Council meet the expectations of the Public, Central Government and the Emergency Services in an emergency situation.

Officers have reviewed and updated the existing Emergency Plan and have made relevant changes including references to new regional strategies and multi-agency emergency plans.

A copy of the revised document is available in the members' library and hardcopy available to members upon request.

22. REGIONAL RECOVERY PLAN

Information Report previously circulated.

In the event of a major incident or emergency, Council will provide a lead role in Recovery co-ordination. Recovery is the process of restoring and rebuilding the community in the aftermath of an emergency/major incident. In some instances this may be a long term complex multi-agency approach.

Councils working with a range of stake holders have developed the regional multi agency Recovery plan which aims to set out a strategy for the response of various agencies and bodies to incidents that require multi-agency recovery co-ordination.

The plan outlines the roles and responsibilities of the different responding agencies including Council and provides an overview of the

recovery arrangements to ensure clarity, transparency and understanding for all those likely to be involved.

The Recovery plan has been endorsed by The Executive Office and would be utilised by Council in the event of a major incident or emergency within the area.

A copy of the document is available in the members' library and hardcopy available to members upon request.

23. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

24. CONFERENCES

There were no conferences.

25. CORRESPONDENCE

There was no correspondence.

26. CONSULTATIONS

There were no consultations.

27. ANY OTHER RELEVANT BUSINESS

None.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 7:47 pm.

Chair