

**ENVIRONMENTAL SERVICES COMMITTEE MEETING**

**TUESDAY 8 DECEMBER 2020**

**Table of Recommendations**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
<b>1.</b>	Apologies	<b>Alderman Finlay; Councillors Bateson, McGlinchey and Wallace</b>
<b>2.</b>	Declarations of Interest	<b>Nil</b>
<b>3.</b>	Minutes of Meeting held Tuesday 10 November 2020	<b>Confirmed</b>
<b>4.</b>	Notice of Motion proposed by Councillor McGurk, seconded by Councillor McMullan (exploration and extraction of fuels)	<b>Notice of Motion Lost</b>
<b>5.</b>	Petroleum Licensing	<b>Grant, subject to compliance with recommendations of the Councils licensing section</b>
<b>6.</b>	Request from Ballymoney Branch of Soroptimists to plant trees in Riverside Park, Ballymoney	<b>Approve the request to plant 25 trees in Riverside Park, Ballymoney and Council to plant an existing flowerbed in Club colours to celebrate the organisations centenary anniversary in 2021.</b>

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
7.	Any Other Relevant Business (notified in accordance with Standing Order 12 (o)) (Part 1 of 2 submitted)	
	(i) Riverside Park, Ballymoney	<p><b>Update received</b></p> <p><b>Director of Environmental Services agreed to provide a drain on the flooded pathway and to confirm the staff duties of the park caretaker.</b></p>
8.	Remedial Works to Redbay Harbour	<p><b>Approve progression to Stage 2 of the Capital Programme based on Option 5, Replacement of Sheet Piled Wall and Concrete Decking with an estimated value of £1,416,000</b></p>
9.	Harbour & Marina Charges 2021 – 2022	<p><b>Approve the 1.3% for period 1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022</b></p>
10.	Live SMART update & Community Environment Grant Proposal	<p><b>Approve Council led option which delivers similar outcomes with a proposed £10,500 saving compared to the KNIB option; that it be reviewed in one-year's time.</b></p>
11.	Entertainments Licence Renewals	<p><b>Information</b></p>
12.	Petroleum Spirit Licence Renewals	<p><b>Information</b></p>
13.	Street Trading Licence Renewals	<p><b>Information;</b></p>

No	Item	<b>Summary of Key Recommendations</b>
		<b>Director of Environmental Services to bring a report back</b>
14.	Northern Ireland Local Authority Collected Municipal Waste Management	<p><b>Council note the information on household waste recycling and the Landfill Allowance Scheme for 2019-20 issued by DAERA.</b></p> <p><b>Director of Environmental Services to extend thanks, on behalf of Committee to the staff within the seven tiers of Environmental Services Department.</b></p>
15.	Correspondence	
	(i) Derry City & Strabane District Council	<b>Noted</b>
	(ii) Department for Communities	
16.	Consultations	<b>Nil</b>
17.	Conferences	<b>Nil</b>
18.	Matters for Reporting to the Partnership Panel	<b>Nil</b>
19.	Business Plan 2020-2021 P6 Performance review	<b>The Director of Environmental Services to bring detail on Energy usage.</b>
20.	ES Draft Efficiency Proposals	<p><b>Promote the Just Park App.</b></p> <p><b>The Director of Environmental Services agreed to investigate an</b></p>

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>
		<b>update on the Changing Places Fund</b>
<b>21.</b>	Causeway Coast and Glens Borough Council Business Continuity Plan	<b>Defer consideration pending updated recommendations from the Audit report; with a view to presenting the revised Business Continuity Plan at the Council meeting in January 2021.</b>
<b>22.</b>	ES P7 Management Accounts Update	<b>Information</b>
<b>23.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12 (o)) (Part 2 of 2 submitted)	
	<b>(i)</b> Fireworks (Councillor McLean)	<b>Information</b>

**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE  
ENVIRONMENTAL SERVICES COMMITTEE HELD IN  
THE COUNCIL CHAMBER, CIVIC HEADQUARTERS  
AND VIA VIDEO CONFERENCE  
ON TUESDAY 8 DECEMBER 2020 AT 7:00PM**

**In the Chair:** Alderman McQuillan (C)

**Members Present:** Alderman Fielding (C), and Robinson (C);  
Councillors Beattie (R), Chivers (R), Holmes (C), Hunter (R),  
McAuley (C), McCaw (R), MA McKillop (R) McLaughlin (R),  
McLean (C) and Wilson (C)

**Non Committee  
Members Present** Alderman Duddy (C);  
Councillors McGurk (R) and McMullan (R) (Item 4)

**Officers Present:** A McPeake, Director of Environmental Services (C)  
B Edgar, Head of Health & Built Environment (R)  
A Mullan, Head of Operations (R)  
G Doyle, Head of Estates (R)  
J Richardson, Head of Capital Works, Energy & Infrastructure (R)  
J Morton, Harbour Master (R)  
T Vauls, Car Parks Manager (R)  
S Duggan, Civic Support & Committee & Member Services Officer (C)  
  
A Lennox, ICT Mobile Operations Officer (C)  
C Thompson, ICT Officer (C)

**In Attendance:** Press (3 No.) (R)

**Key:**

**C** = Chamber      **R** = Remote

**SUBSTITUTIONS**

Councillor McCaw substituted for Alderman Boyle, Councillor McAuley substituted for Alderman Finlay.

**1. APOLOGIES**

Apologies were recorded for Alderman Finlay; Councillors Bateson, McGlinchey and Wallace.

## 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

## 3. MINUTES OF MEETING HELD TUESDAY 10 NOVEMBER 2020

Summary minute, previously circulated.

The Minutes of the Environmental Services Committee meeting held Tuesday 10 November 2020 were confirmed as a correct record.

**AGREED** – To Change the Order of Business for the following Items:

- Notice of Motion proposed by Councillor McGurk, seconded by Councillor McMullan;
- Any Other Relevant Business, Riverside Park, Ballymoney (Councillor McLean) (Part 1 of 2 submitted) and
- Business Plan 2020-2021 P6 Performance review to be taken ‘*In Committee*’ at the end of the meeting.

## 4. NOTICE OF MOTION PROPOSED BY COUNCILLOR MCGURK, SECONDED BY COUNCILLOR MCMULLAN

*‘This Council, recognising we are in a climate emergency , being aware of the public health risks and environmental damage associated with petroleum exploration and extraction including fracking, and acknowledging the significant cross-community opposition previously expressed in this Borough towards petroleum exploration in the Rathlin Basin, calls on the Minister for the economy to place an immediate ban on all licences for exploration and extraction of hydrocarbons, and further calls on the Minister for Infrastructure to urgently implement changes to deny permitted development rights to any company seeking to prospect for oil, gas and/or other fossil fuels.’*

Councillor McGurk spoke in support of her Notice of Motion:

*“I recognise that this motion is tardy given the decision taken in Stormont on 13th October, however I feel it is still important to bring this motion before members to outline this council’s opposition to all fossil fuel exploration and extraction in our area.*

*We are in the midst of a climate emergency. Even if we were to use all the existing reserves of Fossil Fuels it would increase world temperatures by approximately 1.5C. It is clear that we do not need more fossil fuels, we need environmentally friendly and sustainable energy sources.*

*It seems that these propose toon, exploitation and extraction schemes are a aimed as a get quick rich scheme for companies at the expense of our environment and public health.*

*We have already had strong opposition to fossil fuel exploration within this council area with the recent successful campaign in the Glens. Therefore it is obvious that public opinion does not want this type of industry on our doorstep.*

*Given the Uk's and Ireland's commitment to net zero carbon targets with their sign up to the 2015 Paris Agreement and the fact that bans on fracking exist in some form or other in all other counties in these isles, it is then logical for this council to follow suit and outline our opposition to this development. We must make sure our councils voice is heard at the Department of Infrastructure and Department of Economy”.*

Councillor McMullan supported the Notice of Motion, he referred to what had occurred at Woodburn Forest, Carrickfergus and the issue of Permitted Development Rights for oil and gas exploration and that full Planning Applications should now be submitted. Councillor McMullan stated drilling occurs below ground using chemicals that get into the water course, are bad for the environment, agriculture and the climate.

Councillor MA McKillop, advised SDLP supported the Notice of Motion and opposed to all fracking. She stated Ministers had supported tackling the Climate Emergency and promote a greener, cleaner area for all and whilst was within the remit of the Minister for the Economy, was an issue for all within the Executive. Councillor MA McKillop advised Minister Mallon had intended to remove Permitted Development Rights for oil and gas exploration.

Alderman Robinson advised the Minister's review was underway and until the review had been completed and an evidence based Policy ratified by the Executive, his Party could not support the issue, until its conclusion. Alderman Robinson did not support the reference to the Minister for the Economy made.

Councillor Holmes considered there was no harm exploring and to decide later whether to take further action, or otherwise. Councillor Holmes stated he could not support the Notice of Motion at this stage, that work would be undertaken in renewables in the next number of decades.

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

6 Members voted For; 7 Members voted Against; 0 Members Abstained.

The Chair declared the Notice of Motion lost.

## 5. **PETROLEUM LICENSING**

Report, previously circulated, presented by the Director of Environmental Services.

### **Petroleum (Regulation) Acts 1929 and 1937 Grant of Petroleum Licence**

The undernoted application has been received to keep petroleum spirit and/or petroleum mixtures.

Application Ref: PL 070  
Premises: Nicholl Fuel, 87 Long Commons, Coleraine BT52 1LJ  
Application: Application has been received for a licence to keep petroleum spirit and/or petroleum mixtures, on an unattended/unmanned site

**It is recommended** to licence this activity subject to compliance with any recommendations of the Councils licensing section.

Proposed by Councillor Holmes  
Seconded by Councillor McLean and

**AGREED** – to recommend that Council grant a licence for this activity subject to compliance with any recommendations of the Councils licensing section.

## 6. **REQUEST FROM BALLYMONEY BRANCH OF SOROPTIMISTS TO PLANT TREES IN RIVERSIDE PARK, BALLYMONEY**

Report, previously circulated, presented by the Director of Environmental Services.

Officers were approached by the Soroptimist International Ballymoney and District Club with a request to plant 25 trees in Riverside Park, Ballymoney and to erect a commemorative plaque on a flowerbed. Council are asked to approve this request.

### **Background**

Soroptimist International, consists of five Federations including Soroptimist International of Great Britain & Ireland. It is a global volunteer movement, who work together to transform the lives of women and girls. The principles of Soroptimism are to strive for:

- The advancement of the status of women



- High ethical standards
- Human rights for all
- Equality, development and peace and
- The advancement of international understanding, goodwill and peace

To celebrate their centenary in 2021 and as part of a UK wide initiative, the Ballymoney & District Club wish to plant 25 trees in Riverside Park, Ballymoney. Following discussions with our Bio-Diversity Officer the following proposal is being brought to Council for approval.

- Trees / whips will be native and local provenance, and species that are wet tolerant such as birch, planted at an agreed location within the park;
- Trees /whips will be provided by the Soroptimists along with stakes & rabbit guards, and planted by the club and Conservation Volunteers;
- The club will maintain the trees, eg weed around them annually until they are established, approx. 3-5years;
- There will be no plaque adjacent to the tree planting, only a photo opportunity and any associated article for the planting event;
- Subject to approved by Council, and prior to the event, the club will provide a copy of public liability insurance and an event / planting risk assessment, to include Covid-19 precautions;
- There will be no cost to Council.

The club also ask that one of the towns' flowerbeds be planted in their club colours of blue and yellow in 2021 along with a plaque provided by them celebrating their anniversary. This can be accommodated on Meetinghouse Street. Requests for commemorative flowerbeds have been accommodated regularly over many years.

**It is recommended** that the Environmental Services Committee approve the request by the Soroptimists International to plant 25 trees in Riverside Park, Ballymoney and for Council to plant an existing flowerbed in Club colours to celebrate the organisations centenary anniversary in 2021.

Proposed by Councillor McLean  
Seconded by Councillor McCaw and

**AGREED** - to recommend that the Council approve the request by the Soroptimists International to plant 25 trees in Riverside Park, Ballymoney and for Council to plant an existing flowerbed in Club colours to celebrate the organisations centenary anniversary in 2021.

## **7. ANY OTHER RELEVANT BUSINESS NOTIFIED**

### **(i) Riverside Park, Ballymoney (Councillor McLean)**

*Following our recent visit to Riverside Park Ballymoney can we have an update on progress.*

Councillor McLean outlined issues surrounding flooding on the pathway, gathered leaves and anti-social behaviour.

The Director of Environmental Services advised he had met with the Head of Estates after the last site visit and addressed the maintenance issues raised at that time. He stated a report would be brought to the next Committee meeting proposing minor enhancements with associated costs.

The Director of Environmental Services agreed to provide a drain on the flooded pathway and to confirm the staff duties of the park caretaker.

The Director of Environmental Services advised there was no security at Riverside Park, and the recent anti-social behaviour incident had been brought to the attention of the PSNI.

## **8. REMEDIAL WORKS TO REDBAY HARBOUR**

Report, previously circulated, presented by the Director of Environmental Services.

### **Background**

Deterioration of Redbay Harbour has been identified in the area of the outer pier which comprises sheet pile wall. The original pier was erected in 1847 with the sheet pile wall being constructed in the early 1980's. The harbour provides a berthing and landing facility for several local fishing vessels and aquaculture operations. The Director clarified that the RNLI are not currently using the pier to assist with operations of their All-weather Lifeboat moored off their Redbay station. Income from the moored vessels berthed alongside is circa £1700 per annum.

Recent inspections have been carried out from the seaward side of the pier, which raised serious concerns regarding the steel sheet piles supporting the integrity of the pier. A detailed conditions survey / inspection has subsequently been carried out as a result of these concerns. This condition survey took place on the 1<sup>st</sup> October 2019 which led to a detailed report on the condition with recommendations for essential remedial works necessary for the continual safe use of the pier.

Image circulated

The recommendations for remedial works are summarised in the table below including budget costings.

### Summary of Options

Immediate Remedial Works Recommendation		Estimated Budget Costs
<p><b>Impose Load Restrictions and Monitor for further movement</b></p>	<p>Essential work to reduce likelihood of immediate collapse.</p>	<p><b>Immediate Remedial Works</b>                      Re-locating existing Armco barrier £2,500                      Monitoring for movement £2,500 annually.</p>
Long-Term Remedial Works Recommendation		Estimated Budget Costs
<p><b>Option 1:</b>   <b>Monitor and Do Nothing (abandon the asset)</b></p>	<p>If no action is taken there is a significant risk of structural failure and wall collapse. This would cause disruption to pier users and potentially have detrimental impacts on the Waterfoot MCZ. Therefore, do nothing is not considered an appropriate option.</p>	<p>N/A</p>
<p><b>Option 2:</b>   <b>Do Not Repair the pier - but place rock armour around the pier to meet environmental conditions</b></p>	<p>The rock armor around the pier would allow the asset to be effectively abandoned. This arrangement would have a much longer life span than a repair and thus no future replacement of steel sheet pile would be required.</p>	<p>£1,010,000</p>
<p><b>Option 3:</b>   <b>Plate Repairs and Corrosion Protection System</b></p>	<p>There is a significant risk that the sheet piles are too severely corroded for plate repairs to be a viable option. Therefore, Plate Repairs and Corrosion Protection System is not recommended as a suitable remedial works strategy.</p>	<p>N/A</p>

<p><b>Option 4:</b></p> <p><b>Reinforced Concrete Facing</b></p>	<p>This option could protect the sheet piles from further deterioration but will not restore the full structural capacity of the original walls. It would also require steel reinforcing bars welded to the sheet piles which will be difficult to achieve due to the condition of the piles. Therefore, reinforced concrete facing is not recommended as a suitable remedial works strategy.</p>	<p><b>N/A</b></p>
<p><b>Option 5:</b></p> <p><b>Re-Build New Sheet Pile Wall</b></p>	<p>The recommended option is to re-build a new sheet pile wall. This option would provide 60 year plus design life and can be designed to modern loading standards.</p>	<p><b>Total (excluding VAT) £1,416,000</b></p>

**It is recommended** the Environmental Services Committee approve the progression of this project to Stage 2 of the Capital Programme (produce tender documentation and bring back a tender report for members consideration), based on Option 5, Replacement of Sheet Piled Wall and Concrete Decking with an estimated value of **£1,416,000**.

In response to Councillor MA McKillop, the Director of Environmental Services advised meetings had taken place with RNLI, who were not proposing to use the pier; they were launching at Cushendall slipway.

Councillor MA McKillop queried whether the proposal could be enhanced for Visitors. The Director of Environmental Services advised the proposal was like-for-like, additional enhancements would require more rock armour and protection on pontoons, at a significant cost.

The Head of Capital Works, Energy and Infrastructure provided detail of any larger scheme which would cost £10-£12M and would not be proposed at that location.

The Director of Environmental Services clarified that from 2015 there was an Inspection process and more routine dredging within Harbours taking place.

Proposed by Councillor MA McKillop  
 Seconded by Councillor Holmes and

**AGREED** – to recommend that Council approve the progression of this project to Stage 2 of the Capital Programme (produce tender documentation and bring back a tender report for members consideration), based on Option 5, Replacement of Sheet Piled Wall and Concrete Decking with an estimated value of £1,416,000.

## **9. HARBOUR & MARINA CHARGES 2021 – 2022**

Report, previously circulated.

### **Annual Proposal for Harbour & and Marina Fees Year 2021/22**

The overall income from harbours and marinas was originally projected at circa £330k (£235k from vessel berthing).

Impacts of Covid – 19 on the service area has reduced income - specifically in relation to adhoc trade (visitors etc) and sales.

Following a review of the 2020 issues and income figures coupled with the continued uncertainty, a predicted reduced income budget for next year (2021 – 2022) of approximately £281k would not be an unreasonable expectation. (Excluding %increase).

Note: Annual life cycle costs for maintenance remains at circa £743k per annum.

Members will also be aware of an item raised under AORB at the ES committee meeting (13<sup>th</sup> October 2020) under AORB, on the current arrangements and fees for commercial operators using Council slipways. An assessment is taking place and the findings will brought to the committee at a future meeting.

Proposed increase for the 2021/2022 season of 1.3% (October 2020 RPI) below based on current baseline charges

Table of Harbour and Marina current and proposed charges

HARBOUR/MARINA	Duration of contract	Current 2020-2021 Charges 1st April 2020 - 31st March 2021	Proposed charges for 1st April 2021 - 31st March 2022 (Increase 1.3% RPI)
		PRICE PER MTR	PRICE PER MTR
BALLYCASTLE MARINA	12 Months	£220.50	£223.37
BALLYCASTLE HARBOUR	12 Months	£115.76	£117.26
RATHLIN HARBOUR	12 Months	£67.64	£68.52
PORTRUSH MOORING OVER 7MTR	7 Months	£115.76	£117.26
PORTRUSH MOORING UNDER 7MTR	7 Months	£93.71	£94.93
PORTSTEWART OVER 7 MTR	7 Months	£110.25	£111.68
PORTSTEWART UNDER 7MTR	7 Months	£82.68	£83.75
COLERAINE MARINA OVER 7 MTR	12 Months	£220.50	£223.37
COLERAINE MARINA UNDER 7 MTR	12 Months	£192.94	£195.45
REDBAY HARBOUR	12 Months	£38.59	£39.09
PORTBALLINTRAIE HARBOUR	3 Months	£38.59	£39.09
DUNSEVERICK HARBOUR	3 Months	£22.05	£22.34
BALLINTOY HARBOUR	3 Months	£38.59	£39.09

**It is recommended** that Council approve the 1.3% (October 2020 RPI) increase to be applied to Harbour and Marina charges for period 1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022.

Proposed by Councillor Holmes  
 Seconded by Councillor McLean and

**AGREED** - that Council approve the 1.3% (October 2020 RPI) increase to be applied to Harbour and Marina charges for period 1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022.

## 10. LIVE SMART UPDATE & COMMUNITY ENVIRONMENT GRANT PROPOSAL

Report, previously circulated presented by the Director of Environmental Services.

At the meeting on 10<sup>th</sup> November 2020, the Environmental Services Committee requested that a report is brought back with details of an alternative Council led proposal following the presentation delivered by Dr Ian Humphries on Keep Northern Ireland Beautiful.

### **Keep Northern Ireland Beautiful**

Keep Northern Ireland Beautiful (KNIB) is an independent charity dedicated to creating a cleaner, greener and more sustainable Northern Ireland by delivering on improving environmental education in every school in Northern Ireland, increasing public engagement for communities in need and raising environmental standards for the places where people spend time: where they live, work and relax.

Dr Humphries presented on civic leadership, empowering local people and protecting the environment, to create a prosperous society. The following was presented via Powerpoint:

- Live Here Love Here is designed to tackle environmental issues by encouraging volunteers to take practical action in their local communities;
- Live Here Love Here's success is through Partnership;
- When COVID-19 struck, Live Her Love Here adapted. The BIG Spring Clean became the Not So BIG Spring Clean, encouraging individuals to still get outside and 'do one small thing' for the environment;
- 130,128 volunteers did clean-ups in 2019, they collected 44,820 bags of litter;
- £5,750 of financial support given to 23 Adopt A Spot groups in CC&G area;
- Since 2014 over £1million has been allocated across N Ireland;
- In 2020 Adapted to online New COVID-19 criteria 386 funding requests over £1,258,200 requested 153 Projects funded;
- Since 2014 through the Small Grants Scheme, 53 funding requests, 13 projects funded, £168,787 requested and £19,252 awarded by partners;
- CC&G has benefitted through the Small Grants Scheme this Year 22 applications received, 2 Projects funded £72,792;
- In a pre-project survey the top reasons to get involved were
  1. To improve the local environment
  2. Opportunity to get involved with the community
  3. To be involved in an interesting project
  4. For the health benefits
  5. To do something positive in response to COVID-1;
- In CC&G 24 Food For Thought packages delivered, 27 applications received from CC&G allocated growing packs £1,603, value of packs;
- The Health and Wellbeing Survey results were set out;

- Detail of the Media Campaign and promotional advertising added value illustrated;
- Live Here Love Here provides excellent value for money in a spend to save programme that will cost ratepayers just £21,000 per annum with half of that immediately going back to community groups in the area through the Small Grants Scheme;
- The added value is clear across volunteering, advertising and grants;

As a Strategic Partner Council will have a seat on the Steering Group (meeting three times per year) and a place on the Small Grants Scheme judging panel.

### **Council Led - LiveSMART Initiative**

LiveSmart aims to encourage, inform and involve all our residents, businesses and visitors to live more lightly on our planet by taking simple steps to protect our environment. LiveSmart is based on the idea that if every person in our Borough tries their best to live sustainably, the combined impact will be huge.

Our Borough is known worldwide for its beautiful scenery and amazing visitor experienyour lifestyle and help you Live Smarter.

**PlasticSmart** - PlasticSmart aims to reduce plastic use and increase recycling in Causeway Coast and Glens area with simple, practical actions.

**RecycleSmart** - RecycleSmart aims to reduce rubbish by educating, engaging and inspiring us all to buy less, reuse more, recycle and compost.

**LitterSmart** - LitterSmart aims to reduce litter through education, encouraging responsible disposal and supporting local people to carry out litter lifts.

**ShareSmart** - ShareSmart aims to reduce consumerism and waste by sharing, borrowing and re-gifting goods and skills within communities, groups and friends.

**ClothesSmart** - ClothesSmart aims to raise awareness of the impacts of purchasing, encourage life-long care and reduce waste to landfill by giving unwanted clothes and textiles a new lease of life through donation and recycling.

**FoodSmart** - FoodSmart aims to reduce food waste and save money by encouraging and enabling us all to think, shop and eat smarter.

**CafeSmart** - CafeSmart aims to increase the environmental sustainability of small catering businesses by identifying and helping to manage impacts of waste, energy and water use.



**StaySmart** - StaySmart aims to increase the environmental sustainability of small accommodation outlets by identifying and helping to manage impacts of waste, energy and water use.

**NappySmart** - NappySmart aims to reduce waste to landfill and save families money by encouraging and enabling parents to use washable cloth nappies.

**ClimateSmart** - ClimateSmart aims to reduce our carbon footprint by increasing our knowledge of sustainability and empowering change with simple, practical actions.

1. On 18<sup>th</sup> November 2020 LiveSMART was relaunched online using a GIS Story Map to provide a more user friendly experience within current restrictions, enabling people, businesses and other organisations to interact with the programme.
2. On the day of the relaunch 3 accommodation providers registered online under the StaySmart campaign.
3. A new camp and glamping site opened this year also signed up to the ClimateSmart programme.
4. LiveSmart presents new opportunities for businesses to promote and market themselves. Indeed there are opportunities for Council to market the Borough as a sustainable destination which could potentially attract new visitors who make decisions on where to go based on values such as sustainability.
5. Since March 2020 we have engaged with 900 people through LitterSmart, a record number. The most pleasing aspect of this has been the number of individuals and family groups taking practical steps to collect litter. One woman is now collecting between 5 to 7 bags of litter per week in her area, walking as much as 10 miles per day and all this is achieved thanks to Council supplying a litter picker and some bags.
6. In total over the lockdown period alone, we collected 1.1 tonnes of litter from people engaging with LitterSmart. There was a huge increase in awareness of litter and environmental issues in general. From Council's perspective the most pleasing aspect of this was a desire from people to do something themselves rather than simply looking to Council for solutions.
7. The ERO team is currently developing the eco-tourism approach through establishing a network of tourist service businesses who will participate in a charter programme which can then be used by these businesses for market purposes.
8. The ERO team is also in the process of developing BeachSmart to capitalise on the renewed interest in our coastal areas. This will seek to encourage awareness of the value of our coast and beaches as

well as positive behaviours reducing the negative impacts on our coast line.

### **Community Environment Grant Programme Proposal**

Members requested an option for a Community Environment Grant Programme. The proposal to be based on the following:-

- Total grant funding of up to £10,500 to be made available annually (same as that provided by KNIB).
- Grant funding available up to a maximum of £500 per application.
- Maximum of one application per group per year.
- Grant application to be directly linked to one or more of the LiveSmart themes.
- The Environmental Resource Officer Team to provide additional non-monetary support to applicants.
- Applications focusing on waste reduction/reuse, energy saving and sustainability etc. to be encouraged.
- Criteria for the grant to be brought back to a future meeting but any application will be measured on the potential positivity and longevity of their impact.
- The Funding Unit have agreed that the process can be administered through the existing Funding Hub.

**It is recommended** that Members consider the alternative Council led option which delivers similar outcomes with a proposed £10,500 saving compared to the KNIB option.

Councillor McLean welcomed the Council led initiative and looked forward to receiving the detail of the grant scheme. He advised the area should be review in one-year's time.

Committee stated their support.

The Director of Environmental Services proposed roll out of the Scheme early in the new financial year.

Proposed by Councillor McLean  
Seconded by Councillor Wilson and

**AGREED** – to recommend that Council approve that the alternative Council led option which delivers similar outcomes with a proposed £10,500 saving compared to the KNIB option; that it be reviewed in one-year's time.

## 11. ENTERTAINMENTS LICENCE RENEWALS

Information report, previously circulated.

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

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

<u>Unique Reference Number</u>	<u>Name of Premises</u>
EL148	Portstewart Presbyterian Church Hall

## 12. PETROLEUM SPIRIT LICENCE RENEWALS

Information report, previously circulated.

### Petroleum (Regulation) Acts 1929 And 1937

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>
PL046	Dervock Centra
PL038	Moores of Cloughmills Ltd
PL063	Spar Castle Street
PL020	Strand Service Station
PL021	Kilrea Service Station Ltd

## 13. STREET TRADING LICENCE RENEWALS

Information report, previously circulated.

### Street Trading (NI) Act 2001

The undernoted application for a street trading licence has 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 010	Patrick J Mullan	Mobile	Ice Cream	Borough of Causeway Coast and Glens Borough Council

In response to Councillor Wilson, the Director of Environmental Services agreed to bring a report on Street Trading.

#### **14. NORTHERN IRELAND LOCAL AUTHORITY COLLECTED MUNICIPAL WASTE MANAGEMENT**

Report, previously circulated presented by the Director of Environmental Services.

##### **Statistics Annual Report 2019/20 and Landfill Allowance Scheme 2019/20**

The purpose of this report is to advise Members on the publication of the Northern Ireland Local Authority Collected Municipal Waste Management Statistics Annual Report and the Landfill Allowance Scheme Final Reconciliation on 26<sup>th</sup> November 2020 by the Department of Agriculture, Environment and Rural Affairs (DAERA) for the April 2019 to March 2020 reporting period.

##### **Background**

DAERA produce an annual publication which reports finalised and validated information on the key measurements of local authority collected municipal and household waste for councils and waste management groups in Northern Ireland.

DAERA produce an annual final reconciliation for the Landfill Allowance Scheme in respect of biodegradable local authority collected municipal waste sent to landfill.

##### **Information**

Finalised and validated statistics for council recycling performance in 2019-20 as follows.

Household waste sent for preparing for reuse, dry recycling and composting was 53.8%. The Northern Ireland average was 51.9%.

In the corresponding period 2018-19, household waste sent for preparing for reuse, dry recycling and composting was 47.7%.

The increase in the household waste recycling rate of 6.1% in 2019-20 was the largest of all local councils.

The improved recycling rate can in part be attributed to a rise in household waste composting which increased by 4.4%. The percentage increase in the household waste composting rate was the highest in Northern Ireland in 2019-20. Also, the household waste dry recycling rate (25.8%) was the second highest.

The household waste recycling rate achieved by council meets the Northern Ireland Waste Management Strategy target to recycle 50% of household waste by 2020.

Provisional waste statistics released by DAERA on 22<sup>nd</sup> October for the April to June 2020 reporting period further highlights progress in household waste recycling.

Household waste sent for preparing for reuse, dry recycling and composting was 58%. The Northern Ireland average was 54.4%. Council ranked 3<sup>rd</sup> for April to June 2020 reporting period.

DAERA has also reported on the Landfill Allowance Scheme (NI) Regulations 2004 for scheme year 2019/20.

The total amount of Biodegradable Local Authority Collected Municipal Waste (BLACMW) sent to landfill by council in 2019/20 was 10,004 tonnes, equating to 58.6% utilisation of the 17,062 tonnes allocated allowances available for the scheme year.

**It is recommended** that the Environmental Services Committee note the information on household waste recycling and the Landfill Allowance Scheme for 2019-20 issued by DAERA.

Councillor Holmes extended thanks, on behalf of Committee to the staff within the seven tiers of Environmental Services Department. The Chair concurred.

The Director of Environmental Services concurred, he advised that in 2015/16 Council sat second from the bottom and in the first quarter of 2021, Council were third highest, due to the excellent work of staff and the general public.

**AGREED** – to recommend that Council note the information on household waste recycling and the Landfill Allowance Scheme for 2019-20 issued by DAERA.

## 15. CORRESPONDENCE

Report, previously circulated presented by the Head of Health and Built Environment.

The following correspondence has been received:

### (i) **Derry City & Strabane District Council (dated 13<sup>th</sup> November 2020)**

#### **Summary**

Derry City & Strabane District Council has requested that Causeway Coast & Glens Borough Council consider Motions passed at a meeting of their Council held on 29<sup>th</sup> October 2020. See copy of correspondence circulated as Appendix 1.

### (ii) **Department for Communities (dated 1<sup>st</sup> December 2020)**

#### **Designation of Councils under the Health Protection (Coronavirus, Restrictions) (No. 2) Regulations (Northern Ireland) 2020**

#### **Summary**

Councils were designated by the Department of Health under the Health Protection (Coronavirus, Restrictions) Regulations (Northern Ireland) 2020 (S.R. 2020 No. 55), to enforce certain provisions within those regulations. Those regulations have been superceded by the Health Protection (Coronavirus, Restrictions) (No. 2) Regulations (Northern Ireland) 2020 (S.R. 2020 No. 150) (the "Restriction Regulations").

Circulated was a copy of the correspondence and the Designation made under the Restriction Regulations (see Appendix 2).

**It is recommended** that the Environmental Services Committee consider the correspondence.

**AGREED** – to recommend that Council note the correspondence.

## 16. CONSULTATIONS

There were no Consultation Documents.

## 17. CONFERENCES

There were no Conferences.

## 18. MATTERS FOR REPORTING TO PARTNERSHIP PANEL

There were no matters for reporting to the Partnership Panel.

**19. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (O)) (Part 2 of 2 submitted)**

**(i) Fireworks (Councillor McLean)**

*During recent weeks I received a number of complaints with regard to the misuse of fireworks and their impact on animals and vulnerable people, what does the Council do to actively promote to the public the impact of fireworks on animals and vulnerable people. Has there been any prosecutions for their misuse.*

The Head of Health and Built Environment advised that Council, on behalf of Department of Justice, ensure anymore who has bought fireworks hold a license, the misuse of fireworks within the responsibility of PSNI. Home Safety engagement across Schools with regards to the safe use of fireworks did not occur this year, and the normal programme would propose to resume at Halloween.

\* **Press left the meeting.**

**MOTION TO PROCEED 'IN COMMITTEE'**

Proposed by Councillor MA McKillop  
Seconded by Councillor McLean and

**AGREED** – to recommend that Council move 'In Committee'.

**The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.**

**20. BUSINESS PLAN 2020-2021 P6 PERFORMANCE REVIEW**

Confidential Information report, previously circulated, presented by the Director of Environmental Services, to present to Members the Quarter 2 review of the 2020/2021 Environmental Services Business Plans.

**Introduction**

As Council enters the second half of the financial year, COVID-19 has had and will continue to have a significant impact on everything we do. Business Plans presented to Members in June 2020 had 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.

A copy of the Q2 review of ES Business Plans was circulated in Appendix 1.

Financial Position was set out within the report along with a breakdown of the ES Period 6 position.

Councillor Holmes referred to Page 16 within the report, Energy Financial Position and sought clarification of the increase in kWh used which had jumped dramatically in one year.

The Head of Capital Works, Energy and Infrastructure advised he would look at the detail and bring the information back.

Councillor Holmes referred to Page 5, grass cutting, he stated there were savings to be made surrounding staff and the use of equipment.



The Director of Environmental Services stated this was being considered.

Alderman Robinson sought an explanation surrounding Fixed Penalty Notices income, the Director of Environmental Services outlined an increase was to be expected for new charged Car Parks and would be predicted to drop the following year.

In response to Alderman Robinson, the Director of Environmental Services agreed to further promote the Just Park App.

Proposed by Alderman Robinson  
Seconded by Councillor Holmes and

**AGREED** – to recommend that Council promote the Just Park App.

## 21. ES DRAFT EFFICIENCY PROPOSALS

Confidential report, previously circulated presented by the Director of Environmental Services, to present proposals to Council to reduce the overall operating cost of Environmental Services Directorate.

During the Finance Committee meeting on 12<sup>th</sup> October 2020 Members requested that a suite of Environmental Services Savings proposals are now presented for their consideration.

The proposals were presented in Appendix 1 circulated.

**It is recommended** that Members consider the proposals presented within this paper.

Members provided general comments in relation to the proposals presented.

The Head of Operations responded to queries surrounding the costs of operating public toilets, caddy bags and recycling.

The Director of Environmental Services agreed to investigate an update on the Changing Places Fund.

Proposed by Councillor McLean  
Seconded by Councillor Holmes and

**AGREED** – to recommend that the Environmental Services Draft Efficiency Proposals are deferred for one month; that the report is presented to the Finance Committee, Environmental Services Head of Service Workshop, prior to the Finance Committee meeting on Thursday evening.

## 22. CAUSEWAY COAST AND GLENS BOROUGH COUNCIL BUSINESS CONTINUITY PLAN

Confidential report, previously circulated presented by the Director of Environmental Services.

The purpose of this report is to consider the adoption of a Business Continuity Plan for all services operated by Causeway Coast and Glens Borough Council, so as to provide resilience to the organisation in the event of either internal or external disruptions.

### Background

Business Continuity Planning requires the development of plans, policies and procedures necessary to maximise the effective delivery of required services by an organisation in the event of predicted disruption. The process requires the identification of critical services within the organisation, the identification of potential disruptive events, the preparation of contingency plans for the response to those disruptive events and the development of capacity to implement plans quickly and efficiently ensuring minimal impacts on service delivery standards.

The cost effectiveness and fitness for purpose of countermeasures to be implemented will be considered and regularly reviewed as part of normal management responsibility under the guidance of the Chief Executive and the Senior Leadership Team.

The objective of business continuity is to ensure that critical business processes can continue, or be recovered in a timely manner, following a disruption, thus ensuring:-

- **Services** to residents, organisations and businesses within the council area continue to be delivered or managed in such a way to minimise inconvenience and disruption.
- The councils' **financial stability** is not adversely affected.
- **Operations** are not adversely affected, thus maintaining the quality of management and meeting statutory and regulatory requirements of the Council.
- The **Reputation** of the council is not negatively affected following disruption to services.

Each Head of Service was asked to prepare a Business Continuity Plan for their area of responsibility, following a template provided by the Health & Built Environment section together with the offer of assistance to complete. The template was aligned to the ISO Standard 22301 Business Continuity Management. The process had commenced prior to the current pandemic.

The plans for each service area, set out the circumstances in which pre-planned actions may be necessary to seek to maintain the delivery of the services, the actions required to ensure continuity of the critical day to day business of each service area, to ensure continuity of service, minimise risk and expedite recovery in the event of problems caused by a major or unforeseen incident. The learning and response to the current pandemic has not been insignificant and is reflected in the document.

The plan has been prepared with the assistance of each Head of Service who have confirmed agreement with the final draft as presented at Appendix 1, circulated.

The document will be reviewed on a twice annual basis similar to Councils Emergency Plan. The Health & Built Environment section will continue to develop capability and capacity within this field, bringing forward additional policies, plans and testing exercises where deemed appropriate.

**It is recommended** that the Environmental Services Committee recommends to Council the adoption of the Business Continuity Plan found at Appendix 1 to this report and that it should be reviewed twice annually thereafter commencing June 2021.

Councillor Holmes suggested Committee await the recommendations from the Audit report, prior to its adoption.

The Director of Environmental Services urged adoption of the report, pending any recommendations from the Internal Audit to be brought back in a revised version.

Proposed by Councillor Holmes  
Seconded by Councillor McLean and

**AGREED** – to recommend that Council defer consideration pending updated recommendations from the Internal Auditor; with a view to presenting the revised Business Continuity Plan at the Council meeting in January 2021.

## **23. ES P7 MANAGEMENT ACCOUNTS UPDATE**

Confidential report, previously circulated presented by the Director of Environmental Services.

The purpose of this report to provide Members with information on the current financial position of Environmental Services Directorate at the end of Period 7.

Further detail was provided within the report.

**MOTION TO PROCEED 'IN PUBLIC'**

Proposed by Councillor Wilson  
Seconded by Alderman Fielding and

**AGREED** – to recommend that Council move *'In Public'*.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 9PM

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Chair