

May 12th, 2017

Notice Of Meeting

You are invited to attend the Regulatory and Technical Services Committee Meeting to be held on **Wednesday, 17th May 2017 at 5:00 pm** in **the Boardroom Monaghan Row Newry.**

The Committee Members are:

Chair: Councillor R Mulgrew

Vice: Councillor T Andrews

Members: Councillor S Burns

Councillor C Casey

Councillor G Craig

Councillor D Curran

Councillor G Fitzpatrick

Councillor V Harte

Councillor D Hyland

Councillor J Macauley

Councillor P O'Gribin

Councillor G Stokes

Councillor D Taylor

Councillor J Tinnelly

Councillor J Trainor

Agenda

Business

1.0 Apologies and Chairperson's Remarks.

2.0 Declarations of "Conflict of Interest"

3.0 Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 19 April 2017. (Attached).

📎 *Action Sheet - 19-04-2017.pdf*

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For Consideration and/or Decision - Building Control

4.0 Report re: Road Closures for Special Events. (Attached).

📎 *Report - Road Closures Report May 2017.pdf*

Page 4

📎 *Appendix II.pdf*

Page 7

📎 *Appendix III.pdf*

Page 14

📎 *Appendix I (BC).pdf*

Page 16

📎 *Appendix IV.pdf*

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For Consideration and/or Decision - Planning

5.0 Planning Committee Performance Report April 2017. (Attached).

📎 *APRIL 2017 Planning Committee Performance Report.pdf*

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6.0 Record of Meetings between Planning Officers and Public Representatives. (Attached).

📎 *Recordofmeetingsbetweenplanningofficersandpublicrepresentatives.pdf*

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For Consideration and/or Decision - Facilities Management and Maintenance

7.0 Report re: Capital Project - provision of new heating system to Bunscoil an Iuir, Newry. (Attached).

📎 *Report on Replacment Heating System at Bunscoil an Iuir.pdf*

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For Consideration and/or Decision - Waste Management

8.0 Request for additional temporary refuse staff. (Report to follow).

9.0 Verbal update on the Strategic Waste Working Group.

For Noting

10.0 Historic Actions Tracking Update. (Attached).

📎 *Historic Action Sheet.pdf*

Invitees

Cllr Terry Andrews	terry.andrews@nmandd.org
Cllr Naomi Bailie	naomi.bailie@nmandd.org
Cllr Patrick Brown	patrick.brown@nmandd.org
Cllr Robert Burgess	robert.burgess@nmandd.org
Cllr Stephen Burns	stephen.burns@nmandd.org
Cllr Pete Byrne	pete.byrne@nmandd.org
Cllr Michael Carr	michael.carr@nmandd.org
Cllr charlie casey	charlie.casey@nmandd.org
Cllr William Clarke	william.clarke@nmandd.org
Cllr Garth Craig	garth.craig@nmandd.org
Cllr Dermot Curran	dermot.curran@nmandd.org
Ms Alice Curran	alice.curran@nmandd.org
Cllr Laura Devlin	laura.devlin@nmandd.org
Ms Louise Dillon	louise.dillon@nmandd.org
Cllr Sean Doran	sean.doran@nmandd.org
Cllr Cadogan Enright	cadogan.enright@nmandd.org
Cllr Gillian Fitzpatrick	gillian.fitzpatrick@nmandd.org
Cllr Glyn Hanna	glyn.hanna@nmandd.org
Mr Liam Hannaway	liam.hannaway@nmandd.org
Cllr Valerie Harte	valerie.harte@nmandd.org
Cllr Harry Harvey	harry.harvey@nmandd.org
Cllr Terry Hearty	terry.hearty@nmandd.org
Cllr David Hyland	david.hyland@nmandd.org
Cllr Liz Kimmins	liz.kimmins@nmandd.org
Cllr Mickey Larkin	micky.larkin@nmandd.org
Cllr Kate Loughran	kate.loughran@nmandd.org
Cllr Jill Macauley	jill.macauley@nmandd.org
Cllr Kevin Mc Ateer	kevin.mcateer@nmandd.org
Colette McAteer	colette.mcateer@nmandd.org
Cllr Declan McAteer	declan.mcateer@nmandd.org
Cllr Oksana McMahon	oksana.mcmahon@nmandd.org
Cllr Andrew McMurray	andrew.mcmurray@nmandd.org
Eileen McParland	eileen.mcparland@nmandd.org
Cllr Roisin Mulgrew	roisin.mulgrew@nmandd.org
Cllr Mark Murnin	mark.murnin@nmandd.org
Mrs Aisling Murray	aisling.murray@nmandd.org
Cllr Barra O Muiri	barra.omuiri@nmandd.org
Cllr Pol O'Gribin	pol.ogribin@nmandd.org
Mr Canice O'Rourke	canice.orourke@downdc.gov.uk
Cllr Brian Quinn	brian.quinn@nmandd.org
Cllr Henry Reilly	henry.reilly@nmandd.org

Cllr Michael Ruane	michael.ruane@nmandd.org
Cllr Gareth Sharvin	gareth.sharvin@nmandd.org
Cllr Gary Stokes	gary.stokes@nmandd.org
Sarah Taggart	sarah-louise.taggart@nmandd.org
Cllr David Taylor	david.taylor@nmandd.org
Caroline Taylor	Caroline.Taylor@downdc.gov.uk
Cllr Jarlath Tinnelly	jarlath.tinnelly@nmandd.org
Cllr John Trainor	john.trainor@nmandd.org
Cllr William Walker	william.walker@nmandd.org

ACTION SHEET ARISING FROM RTS MEETING HELD ON 19 APRIL 2017

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/46/2017	Issues from action sheet – interruptions in bin service collections	<ul style="list-style-type: none"> Officials to investigate sending an email to DEA Councillors advising if there were any interruptions to service, the routes affected and the estimated alternative pick up arrangements. Aim was to have all bulky refuse collection items collected within the next two weeks. Investigate issues with the non-collection of black bins in the Mayobridge area. Investigate issues with the non-collection of brown bins from the Warrenpoint Road area on 19 April 2017. 	<p>J Parkes</p> <p>J Parkes</p> <p>J Parkes</p> <p>J Parkes</p>	<p>System implemented 15/5/17</p> <p>Completed</p> <p>Completed</p> <p>Completed</p>	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>
RTS/49/2017	Record of meetings between Planning Officers and Public representatives	Councillor Fitzpatrick said she had held a number of meetings with Planning staff which were not recorded and it was agreed Mr McKay would speak to his staff to ensure all meetings with public representatives were recorded.	Mr McKay		

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/51/2017	Maintenance and upkeep of Magheradrool Parish Church and Graveyard	<p>Council continues to maintain the site as part of its Grounds Maintenance Programme which should be extended to periodically cut back the ivy and other vegetation which grows on the church ruins, in consultation with the Historic Environment Division.</p> <p>Whilst the Council will not seek to discourage any work at the old graveyard the local group wishes to pursue this will be subject to the group receiving both Council approval and that of the Historic Environment Division before such work is undertaken.</p>	K Scullion		
RTS/52/2017	Well Lane Graveyard Newry	<p>Mr Scullion and Mr Parkes consider a proposal for the Council to undertake a one-off clean-up of Well Lane Graveyard, Newry and submit a report for consideration by the Newry DEA Fora.</p> <p>Officer time be allocated to investigate other potential sources of funding and</p>	K Scullion		

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		to pass this information to the Riverside Reform Presbyterian Church. Information obtained from any research undertaken to identify other possible funding sources should be shared with other Church maintained cemeteries.			

Report to:	Regulatory and Technical Services Committee Meeting
Date of Meeting:	17 th May 2017
Subject:	Roads (Miscellaneous Provisions) Act - Road Closures for Special Events
Reporting Officer (Including Job Title):	Colum Jackson, Assistant Director of Regulatory and Technical Services
Contact Officer (Including Job Title):	Fintan Quinn, Head of Licensing and Enforcement

Decisions required: FOR APPROVAL	
Members are asked to note the contents of the previous report to the Regulatory and Technical Services committee in February 2017 and to be read it in conjunction with this report and to approve the attached Policy and Procedure documents.	
1.0	Purpose and Background:
1.1	<p>The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 received Royal Assent on 13 August 2010. This legislation is due to be enacted on 4th September 2017 and will provide Councils with the power to prohibit or restrict traffic using roads to facilitate special events taking place on roads.</p> <p>The Act defines a Special Event as:</p> <ul style="list-style-type: none"> - any sporting event, social event, entertainment or, - film making on a public road.
1.2	<p>Examples of special events are;</p> <ul style="list-style-type: none"> - Fun runs, marathons - Street parties - concerts: such as those previously held on ;- <li style="padding-left: 20px;">Hill Street/Kildare Street Newry <li style="padding-left: 20px;">Seaview Warrenpoint <li style="padding-left: 20px;">Central Promenade Newcastle - Cultural events: St.Patricks Day celebrations <p>'Small Events' are recognised and assessed under specific criteria.</p>
1.3	<p>A person wishing to close a public road for a special event will be required to apply to the Council, and after public notification and consultation with various statutory bodies (the blue light services etc.) and with the consent of the Department for Infrastructure (DfI) Road Service, the Council will decide if a road closure order is to be made. DfI will maintain responsibility for the closure of special roads e.g. all motorways.</p>

<p>1.4</p>	<p>If the Roads Service objects to the proposal because of road safety or traffic progression concerns, consent for the special event to be held on the road will be refused. The Act clearly stipulates that a council may not make an order except with the consent of the DfI.</p> <p><u>A Parade is NOT a Special Event for the purposes of this Legislation.</u></p> <p>The general intention would be to create a streamlined process, through delegated authority, which can be administered with the minimum of impact in terms of resource implications for the Council and regulatory burden for applicants. The Council have delegated powers of decision making to the Director of Regulatory and Technical Services Department. However, for those applications where there are issues or objections for refusal, for such representations to be heard and considered, and a decision made, a proposal will be brought to the R&TS Committee.</p>
<p>2.0</p>	<p>Key issues:</p>
<p>2.1</p>	<p>The Licensing Section has been given the responsibility for administering the Act which will include duties such as:</p> <ul style="list-style-type: none"> • Discuss with event organisers for off-road alternatives • Processing applications • Publishing public notices and consulting with relevant agencies • Dealing with representations from interested parties • Preparing road closure orders and ensuring appropriate road closure and diversion signage is in place.
<p>2.2</p>	<p><u>Financial</u></p> <p>Whilst there is no central government budget allocated to this function, the Act allows councils to recover the costs associated with the processing, advertising and clean up. This legislation will place an additional administrative burden on the Licensing Section with NO additional resources provided. It is expected that the Licensing Section shall receive approximately 50 -75 applications per annum in addition to general requests and queries in relation to this legislation. It will also place a financial burden upon event organisers, in some cases the Council may be issuing grant aided funding and then charging for issuing an order.</p> <p>There are also additional clean up implications for the Refuse and Cleansing Section.</p> <p>There is a requirement for advertising for a notice of Road Closure within the local press, and there are cost implications associated with advertising, as outline in the Policy document.</p>

3.0	Recommendations:
3.1	<p>The contents of this report including the Policy, Procedure and fees are for approval.</p> <p>Recommendation is to charge a fee of £600 for a large event and £400 for a small event, these costs include an administration fee and £200 advertising costs.</p> <p>A review of fees will be carried out after 6 months to determine if fees are appropriate.</p>
4.0	Appendices
	Appendix I: Roads Closures Policy
	Appendix II: Roads Closures Procedure
	Appendix III: The Roads (Miscellaneous Provisions) (2010 Act) (Commencement No. 1) Order (Northern Ireland) 2017
	Appendix IV: Small Events criteria



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District Council

Temporary Road Closures on a Public Road for the Purpose of Holding a Special Event Procedure

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

REGULATORY & TECHNICAL SERVICES DEPARTMENT

Dated: 08 May 2017

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1. Scope

This Procedure is intended to ensure that the District Council's Members and Officers are aware of those matters to be taken into consideration when determining if a street or part thereof should be prohibited or restricted for the purpose of holding a special event on a public road.

2. General Principles

2.1 Each case must be considered on its own merits, but there are general principles that apply in all cases. The duty of the District Council is to make sure that each Temporary Road Closures application is fairly and objectively assessed and that all relevant factors are considered.

- Specific criteria
- Application form
- Assessment
- Consultation
- Decision-making

2.2 The District Council will consider applications, in writing on the prescribed form.

3. Review

The policy will be reviewed in line with the District Council's agreed policy review cycle i.e. every 4 years (as per District Council's Equality Scheme commitment 4.31), or sooner if legislative changes require.

4. Temporary Road Closure Application Procedure

4.1 Where in relation to any road/street, a District Council receives an application for a Temporary Road Closure, the District Council shall-

- (a) Acknowledge the application for a Temporary Road Closure in writing.
 - (b) Provide a receipt for Temporary Road Closure fees received
 - (c) Publicise the fact that representations relating to the application may be made in writing to the District Council as 4.3
 - (d) Consult-
 - (i) The Department for Infrastructure as regards that Department's functions with respect to roads and the regulation of road traffic.
 - (ii) The District Commander of the PSNI in which the premises is situated, where such roads are located
- (a) NI Fire and Rescue Services
 - (b) NI Ambulance Control
 - (c) Translink

- 4.2 The District Council may consult such other persons as it considers appropriate: e.g.
- Relevant Chamber of Commerce/Trade
 - Town Centre Management Bodies
 - Community Groups/Local residents
 - Business and Commercial premises in the vicinity of the site in respect of which the application has been received
 - Any other persons, as it may deem appropriate
 - Similar businesses within the District
- 4.3 The notice referred to in section 4.4 shall state that representations relating to it may be made in writing to the District Council within 21 days after the date when the application is received by the District Council.
- 4.4 Not less than 21 days after the first publications of the notice in the paper the District Council will consider all written representations from statutory consultees and any other persons.
- 4.5 After the District Council has considered those representations, it may if it thinks fit grant or refuse the application.
- 4.6 If it refuses an application, the District Council will notify the applicant in writing of its decision.
- 4.7 Where the District Council refuses an application, the District Council will where appropriate provide a refund of fees. Fees are non-refundable if there are objections from consultees

4.8 **Additional Factors**

Without prejudice to the District Council's rights, the District Council shall take account of the following in determining each application

- (a) Is there a suitable Off-Road alternative
- (b) The safety of the public and any risks which may arise;
- (c) The amount of interference or inconvenience to persons or vehicles using the street.
- (d) The impact on the wider community
- (e) Timing and duration
- (f) Other planned events
- (g) Competency of organisers
- (h) Costs
- (i) Representations
- (j) Any statutory grounds which would be appropriate to consider;
- (k) Any other relevant facts

- 4.9 Applications for a road closure must be made in writing. The District Council requires applications to be submitted to allow sufficient time to process the application and to make the Order; the District Council requires applications to be submitted at least 12 weeks prior to commencement of the special event.
- 4.10 Celebration Events - There will be no time to plan or advertise these types of events. PSNI and DRD Road Service to be consulted
- 4.11 The following details are required in the application:-
- Contact name - the named person responsible for promoting this closure.
 - Company/Organisation - the company/organisation responsible for promoting the closure e.g. Organiser/Committee Member
 - Contact Details - name of person and telephone number who can undertake any action required on site.
 - Confirmation of Public Liability Insurance.
 - Fee made payable to the District Council including advertising costs.
- 4.12 The applicant must have a Public Liability Insurance cover, which should be made available for inspection and copy must be provided with the Road Closure Application.
- 4.13 The minimum cover to be £10 million with clear clarification of indemnity.
- 4.14 The cover must indemnify the DRD Roads Service and Newry, Mourne and Down District Council from and against all actions, claims, losses and expenses whatsoever in respect of loss of life or personal injury or damage to the property, howsoever caused arising out of or in any way attributable to the roads closure or activity
- 4.15 It is the applicant's responsibility to discuss the effects of the road closure with local business, residents, schools, community facilities i.e. hospitals, surgeries etc, bus companies, taxi firms, District Council. The District Council must be provided with evidence of consultation with residents and businesses and copies of all responses to the consultation
- 4.16 Each application should be accompanied with an Event Management plan.

4.17 Each event should have a Traffic Management (TM) plan as part of the overall Event Management plan, as detailed in the TM guidance note. To include:-

- An event risk assessment
- Details of any structures that may be erected
- Proposed diversion routes

5. Costs

5.1 A Closure Special Event Order £600 including advertisement costs of public notices for a large event and £400 for a small event. (See Appendix 1 for small events).

5.2 A Closure for filming £600 and that the following can be provided:

- If DRD Roads Service objects then administration/advertising fees will not be refunded.

5.3 Fees are non-refundable if there are objections from consultees

- All clean up costs after the event are to be covered by the applicant.
- DRD Road Service and PSNI may also incur costs and may seek to recover these directly from the applicant.

Appendix 1

Small Events (i.e. Street Parties)

Small events such as street parties are a traditional part of community life; they are a simple way for us to get to know our neighbours and meet members of our community.

In order to be considered a 'small event', the event must: (please note this list is not exhaustive)

1. Be held on minor residential roads eg cul-de-sacs or side streets.
2. The proposed road to be closed must not have a bus route along it.
3. Not have a car park located on it or a car park which is accessed via the road to be closed (other than a car park for residents' of the road)
4. Not be publicised for the general public and therefore will not draw in people from the wider area.
5. Be an event which would apply to the residents of one or two streets only and not to larger areas of the district/borough/city. It is up to the district council to consider factors such as the proposed attendance figures etc when making its decision on whether to grant an Order.
6. Finish by 11pm.
7. Not have a stage built from which entertainment would be provided.
8. Not have amplified entertainment which may cause nuisance to the wider area.
9. Not have fireworks, pyrotechnics or bonfires on the street.
10. Not have alcohol or food **sold** at the event.

PART 2
MISCELLANEOUS

Prohibition or restriction of use of public roads in connection with special events

6.—(1) The Road Traffic Regulation (Northern Ireland) Order 1997 (NI 2) is amended as follows.

(2) After Article 8 insert the following Article—

“Prohibition or restriction of use of public roads: special events

8A. Schedule 3A (which makes provision for prohibiting or restricting the use of public roads in connection with the holding of special events) shall have effect.”.

(3) After Schedule 3 insert the Schedule set out in Schedule 1 to this Act.

Inquiries

7. For Article 65 of the Road Traffic Regulation (Northern Ireland) Order 1997 substitute—

“Inquiries

65.—(1) Subject to paragraph (2), the Department may cause a public inquiry to be held in connection with the exercise of any of its functions under this Order.

(2) Paragraph (1) does not apply to the making of an order under Article 10, 13 or 15 if the sole effect of the order is to vary charges.

(3) For the purposes of any inquiry under paragraph (1), Schedule A1 to the Interpretation Act (Northern Ireland) 1954 (which applies in relation to such inquiries by virtue of section 23 of that Act) shall have effect as if the words “or may, if the Department so determines, be wholly or partly defrayed by the Department” were added at the end of paragraph 7(1) of that Schedule.

(4) Schedule 6 shall have effect in relation to any inquiry under paragraph (1) which is held in connection with the making by the Department of an order or a scheme under this Order.”.

PART 3
SUPPLEMENTARY

Minor amendments and repeals

8.—(1) The statutory provisions set out in Schedule 2 have effect subject to the minor and consequential amendments specified in that Schedule.

(2) The statutory provisions set out in Schedule 3 are repealed to the extent specified in the second column of that Schedule.

c. 14 *Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010*

PART 3

Commencement

9.—(1) Except as provided by subsection (2), this Act comes into operation on the day after that on which it receives Royal Assent.

(2) The following provisions come into operation on such day as the Department may by order appoint—

- (a) section 6;
- (b) Schedule 1;
- (c) in Schedule 2, paragraphs 3 to 5 and 6(1) and (2) (and section 8(1) so far as relating to those paragraphs);
- (d) in Schedule 3, the entries relating to the Street Works (Northern Ireland) Order 1995 and the Street Works (Amendment) (Northern Ireland) Order 2007 (and section 8(2) so far as relating to those entries).

Short title

10. This Act may be cited as the Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010.



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Temporary Road Closures on a Public Road for the Purpose of Holding a Special Event Policy

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

REGULATORY & TECHNICAL SERVICES DEPARTMENT

Dated: 08 May 2017

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1. Title

Temporary Road Closures on a Public Road for the purpose of holding a Special Event Policy.

2. Statement

Council approves this policy and any associated procedure in relation to the closure of roads under The Roads(Miscellaneous Provisions)(2010 Act) (Commencement No.1) Order(Northern Ireland) 2017.

3. Aim

- 3.1 The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 amends the Road Traffic Regulation (Northern Ireland) 1997 Order to provide relevant authorities (district councils and DRD Road Service) the power to prohibit or restrict the use of a public road for the purpose of holding a special event on a public road. A 'special event' is defined as any sporting event, social event or entertainment which is held on a public road or the making of a film on a public road. Consent of the Department for Infrastructure (Roads Service) (DfI) is required. If the DfI Roads Service objects on the grounds of road safety issues or traffic management issues, then approval shall not be given.
- 3.2 This Policy is intended to ensure that the District Council's Members and Officers are aware of those matters to be taken into consideration when determining if a street or part thereof should be prohibited or restricted for the purpose of holding a special event on a public road.

4. Scope.

The Council may by order restrict or prohibit temporarily the use of the road or part of the road by vehicles, class of vehicle or pedestrians, to such extent and subject to such conditions or exceptions it considers necessary or expedient.

- 4.1 A closure may only be permitted for the purpose of:
- (a) Facilitating the holding of **a special** event
 - (b) Enabling members of the public to watch **a special** event or
 - (c) Reducing the disruption to traffic likely to be caused by a **special** event, and
 - (d) Restricting traffic on adjacent streets in order to facilitate the event.

The principles of the process are as outlined in the Temporary Road Closures Procedure.

- 4.2 No Order will be made with respect to any public road that will prevent at any time access for pedestrians-
- (a) to any premises situated on or adjacent to the road, or
 - (b) to any other premises accessible for pedestrians from, and only from, the road.
- 4.3 The Council will ensure prior to making the order that it is not reasonably practicable for the event to be held otherwise than on a road. The council will have regard to any guidance issued by the DfI.
- 4.4 Council may issue an order to:
- (a) Suspend or modify any statutory provision such as parking provision or waiting restriction.
 - (b) A restriction on the amount of time an event can last.
 - (c) Approval shall be authorised by the Director of the Regulatory and Technical Services Department under delegated authority.
 - (d) Refusal shall be referred to the Regulatory and Technical Services Committee for consultation.
- 4.5 Activities NOT covered in this Act include:
- (a) **A public procession (within the meaning of the Public Processions (NI) Act 1998)**
- includes vintage car rallies and other motorised cavalcades
 - (b) **A Motor Race falling within the Road Races (NI) Order 1986 ***
 - (c) **A Race or Trial falling within Article 45 of the Road Traffic (NI) Order 1995 (Cycle racing on roads)***
 - (d) **Roads works or street works**
 - (e) **Special roads**
- * A NEW Motor Race should be referred to DRD Roads Service
 - * A NEW cycle race should be referred to Cycling Ulster
- 4.6 The council may monitor any special events as it deems necessary and report any significant non-compliance issues to the PSNI for enforcement.
- 4.7 Any breaches of the conditions of the order shall be referred to the PSNI as the enforcement authority.

5. Related Policies.

5.1 The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010

5.2 Temporary Road Closures Procedure

5.2 Guidance for Applicants

6. Costs

6.1 A Closure Special Event Order including advertisement costs of public notices for large and small events to be as outlined in the Temporary Road Closures Procedure. (See Appendix 1 for small events).

6.2 A Closure for filming to be outlined in the Temporary Road Closures Procedure and that the following can be provided:

- If DRD Roads Service objects then administration/advertising fees will not be refunded.

6.3 Fees are non-refundable if there are objections from consultees

- All clean up costs after the event are to be covered by the applicant.
- DRD Road Service and PSNI may also incur costs and may seek to recover these directly from the applicant.

7. Definitions

7.1 Public Roads (NI) Order 1993, Definition of a public road:

- (a) A roads which is maintained by DRD Roads Service
- (b) Includes carriageway, footway and verge
- (c) Includes any bridge or tunnel

7.2 Special Road;

- All motorways
- The Westlink(A12); and
- A8M Sandyknowes to Corrs corner

7.3 The Department:

- The Department of Regional Development

7.4 A Notice:

- A legally required document that presents the details of the special event, its organisers, and the impact on the local public road, which is placed in a local newspaper and invites written representation in respect of the proposals.

7.5 An Order

- A legal document that permits the relevant authority to prohibit or restrict traffic from using the road.

8. Policy Owner

Director of Regulatory and Technical Services

9. Contact details in regard of this policy are:

Assistant Director of Regulatory and Technical Services
 (Building Control and Regulation)
 Newry, Mourne and Down District Council
 O'Hagan House
 Monaghan Row
 Newry
 BT35 8DJ
 Tel 028 3031 3000

10. Policy Authorisation

SMT Authorised on _____

Regulatory & Technical Services
 Committee Authorised on _____

Council Authorised on _____

11. Policy Effective Date

12. Policy Review Date

"The policy will be reviewed in line with the Council's agreed policy review cycle i.e. every 4 years (as per Council's Equality Scheme commitment 4.31), or sooner to ensure it remains reflective of legislative developments."

13. Procedures and arrangements for monitoring the implementation and impact of the policy

Implementation of this Policy will be by way of the Temporary Road Closures Procedure

14. Equality Screening

15. Version Control

Appendix 1

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2. The proposed road to be closed must not have a bus route along it.
3. Not have a car park located on it or a car park which is accessed via the road to be closed (other than a car park for residents' of the road)
4. Not be publicised for the general public and therefore will not draw in people from the wider area.
5. Be an event which would apply to the residents of one or two streets only and not to larger areas of the district/borough/city. It is up to the district council to consider factors such as the proposed attendance figures etc when making its decision on whether to grant an Order.
6. Finish by 11pm.
7. Not have a stage built from which entertainment would be provided.
8. Not have amplified entertainment which may cause nuisance to the wider area.
9. Not have fireworks, pyrotechnics or bonfires on the street.
10. Not have alcohol or food **sold** at the event.

Small Events (i.e. Street Parties)

Small events such as street parties are a traditional part of community life; they are a simple way for us to get to know our neighbours and meet members of our community.

In order to be considered a 'small event', the event must: (please note this list is not exhaustive)

1. Be held on minor residential roads eg cul-de-sacs or side streets.
2. The proposed road to be closed must not have a bus route along it.
3. Not have a car park located on it or a car park which is accessed via the road to be closed (other than a car park for residents' of the road)
4. Not be publicised for the general public and therefore will not draw in people from the wider area.
5. Be an event which would apply to the residents of one or two streets only and not to larger areas of the district/borough/city. It is up to the district council to consider factors such as the proposed attendance figures etc when making its decision on whether to grant an Order.
6. Finish by 11pm.
7. Not have a stage built from which entertainment would be provided.
8. Not have amplified entertainment which may cause nuisance to the wider area.
9. Not have fireworks, pyrotechnics or bonfires on the street.
10. Not have alcohol or food **sold** at the event.

Newry, Mourne & Down District Council – April 2017

1. Live Applications

MONTH 2017/18	NEW APPLICATIONS	LIVE APPLICATIONS	LIVE APPLICATIONS OVER 12 MONTHS
April	129	1,075	293

2. Live Applications by length of time in system

Month 2017/18	Under 6 months	Between 6 and 12 months	Between 12 and 18 months	Between 18 and 24 months	Over 24 months	Total
April	590	192	77	72	144	1,075

3. Live applications per Case Officer

Month 2017/18	Average number of Applications per Case Officer
April	67

4. Decisions issued per month

Month 2017/18	Number of Decisions Issued	Number of Decisions Issued under delegated authority
April	123	104

5. Decisions Issued YTD

Month 2017/18	Number of Decisions Issued	Breakdown of Decisions	
April	123	Approvals (111)	90%
		Refusals (12)	10%

6. Enforcement Live cases

Month 2017/18	<=1yr	1-2 yrs	2-3 yrs	3-4 yrs	4-5 yrs	5+yrs	Total
April	292	126	95	87	55	83	738

Newry, Mourne & Down District Council – April 2017

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7. Planning Committee

Month	Number of Applications presented to Committee	Number of Applications Determined by Committee	Number of Applications Withdrawn/ Deferred for future meeting
26 April 2017	26	19	7
Totals	26	19	7

8. Appeals

Planning Appeal Commission Decisions issued during April 2017

Area	Number of current appeals	Number of decisions issued	Number of decisions Allowed	Number of decisions Dismissed	Other decisions
Newry & Mourne	26	2	0	2	0
Down	8	0	0	0	0
TOTAL	34	2	0	2	0

Newry, Mourne & Down District Council – April 2017

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9. Statutory Targets Performance Data

Statutory targets monthly update to April to March 2017 (unvalidated management information)

Newry, Mourne and Down

	Major applications (target of 30 weeks)			Local applications (target of 15 weeks)			Cases concluded (target of 39 weeks)		
	Number decided / withdrawn ¹	Average processing time ²	% of cases processed within 30 weeks	Number decided / withdrawn ¹	Average processing time ²	% of cases processed within 15 weeks	Number brought to conclusion ³	"70%" conclusion time ³	% of cases concluded within 39 weeks
April	3	42.6	33.3%	164	31.0	18.9%	13	37.2	69.2%
May	2	149.3	0.0%	168	25.5	23.8%	31	92.5	45.2%
June	4	68.9	0.0%	285	27.0	22.5%	2	0.0	0.0%
July	1	159.2	0.0%	133	22.4	36.8%	25	83.4	44.0%
August	3	90.0	0.0%	173	19.4	42.8%	-	0.0	0.0%
Sept	6	163.4	0.0%	158	19.5	42.4%	7	42.0	71.4%
Oct	1	75.2	0.0%	129	16.4	47.3%	4	19.8	100.0%
Nov	2	121.6	0.0%	145	28.0	33.1%	23	58.4	39.1%
Dec	1	30.0	100.0%	108	22.8	39.8%	22	29.6	81.8%
Jan	1	80.2	0.0%	101	23.4	35.6%	7	30.8	85.7%
Feb	-	0.0	0.0%	125	24.2	32.8%	29	44.8	55.2%
Mar	3	26.0	66.7%	145	16.4	46.9%	69	61.8	52.2%
Year to date	27	86.6	14.8%	1,843	23.0	35.1%	239	54.2	56.1%

Source: NI Planning Portal

Note

1. CLUDS, TPOS, NMCS and PADS/PANs have been excluded from all applications figures

2. The time taken to process a decision/withdrawal is calculated from the date on which an application is deemed valid to the date on which the decision is issued or the application is withdrawn. The median is used for the average processing time as any extreme values have the potential to inflate the mean, leading to a result that may not be considered as "typical".

3. The time taken to conclude an enforcement case is calculated from the date on which the complaint is received to the earliest date of the following: a notice is issued; proceedings commence; a planning application is received; or a case is closed. The value at 70% is determined by sorting data from its lowest to highest values and then taking the data point at the 70th percentile of the sequence.

Report to:	Regulatory & Technical Services Committee
Date of Meeting:	17 th May 2017
Subject:	Capital Project – Provision of new heating system to Bunscoil an luir, Newry
Reporting Officer	Canice O'Rourke
Contact Officer	Kevin Scullion

Decisions required: Members are asked to note the contents of the report, and consider and agree to the recommendations contained in Section 3.

1.0	Purpose and Background:
1.1	<p>The Council has a 500 year lease for a property located at Kilmorey Steet, Newry. The building is leased to the Education Authority for an annual rent of £40,000.00. The actual tenant is Bunscoil an luir, which is an Irish speaking primary school. The building itself was a former Gas Works building owned by Newry, Mourne and Down District Council which was renovated for its current use during 1990's, with Bunscoil an luir taking up possession in 1997.</p> <p>Two years ago Council spent approximately £25,000.00 replacing the openable parts of the windows in this building.</p> <p>There is a current capital budget of £30,000.00 available to replace electric heating system provided in the school which the tenant complain is expensive and ineffective to operate. This budget was based on advice from local M&E provider. Approval from this Committee to go to tender was provided in April 2016. These works, if they are to proceed, must take place during school summer holidays to allow sufficient time for works to be undertaken and not disturb the running of the school. It was not possible to complete this last year and is now proposed, subject to agreement of Council, to have these works undertaken during July/August this year.</p> <p>A Design Team was appointed to draw up the technical specification and after consultation with the tenants it was agreed, given the availability of gas and limited space available for oil and biomass storage, that a gas central heating system would be installed. The Design Team, following site visit to the premises, advise that current capital budget will be insufficient to complete the proposed project to the standard required. They advise that the budget should be set at £77,000.00 for the actual works.</p> <p>A select list of two contractors is to be appointed and they will be asked to tender for these works with returns of tender due on 5th June so as to allow sufficient time to assess tenders and provided they meet specification to appoint a contractor in to have works completed as proposed during July/August.</p> <p>Given the information we now hold concerning the budget and the time constraints as outlined above Officers are seeking Council consideration of this matter now rather than wait until tender prices are known.</p>

	<p>Officers are seeking Council consideration and agreement to following:</p> <ol style="list-style-type: none"> 1. Agreement that the Council should replace the existing electric heating system within the buildings (main building and Portacabin Classroom) occupied by Bunscoil an luir with a gas central heating system. 2. To agree to a budget of £77,000.00 for the actual works to complete this heating replacement.
2.0	Key issues:
2.1	<ul style="list-style-type: none"> • Council has a 500 year lease of a property located at Kilmorey Steet, Newry, which is currently leased to a school but lease does not restrict how the Council uses the building subject to appropriate statutory approvals. • Council tenants, Bunscoil an luir, complain that current electric heating system in their building is expensive and ineffective to operate. The system has been operating for approximately 20 years. • Council has approved capital budget of £30,000.00 for this project which professional advice indicates will not be sufficient. They advise a budget of £77,000.00 is appropriate for such works . • If the works are to proceed they must be carried out during school term holidays, July/August.
3.0	Recommendations:
3.1	<ul style="list-style-type: none"> • Agreement that the Council should replace the existing electric heating system within the buildings (main building and Portacabin Classroom) occupied by Bunscoil an luir with a gas central heating system. • To agree to a budget of £77,000.00 for the actual works to complete this heating replacement.
4.0	Resource implications
4.1	<ul style="list-style-type: none"> • An increase in the capital budget from £30,000.00 to £77,000.00
5.0	Equality and good relations implications:
5.1	None
6.0	Appendices
	None

HISTORIC**ACTION SHEET – REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING****19 May 2017**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		RTS MEETING – 18 MAY 2016			
RTS/77/2016	Additional Off-road car parking at Kilbroney Municipal Cemetery, Rostrevor	Officers undertake a feasibility study into request to provide additional off street car parking at Kilbroney Municipal Cemetery, Rostrevor, and as part of the study to consider best use of the piece of ground identified for possible parking as opposed to using the greenfield site.	K Scullion	No progress to report as yet.	N
RTS/78/2016	Council Public Amenity Space near the Council public toilets at Castlewellan		K Scullion	It was further agreed that the suggestion of providing dancing fountains in	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
				Castlewellan Square would be investigated.	N
RTS/87/2016	Tender for final capping at Drumanakelly Landfill Site	Agreed to tender for the final capping at Drumanakelly Landfill Site	J Parkes	Part 4 capping to start during March 2017. Part 5 to start beginning of May and finish in June 2017.	N
		RTS MEETING – 20 APRIL 2016			
RTS/60/2016	Opening and closing of toilets in Newcastle	An audit/review of all Council owned toilets be carried out looking at issues such as usage; consultation with users; possibility of charging a minimal fee for usage with any money raised to be put back into upgrading toilet facilities; details of cleaning schedules; opening/closing times; extended opening hours during busy periods. A report	J Parkes	Ongoing. Collating data in relation to public toilet provision.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		be brought back to a subsequent R&TS Meeting on these issues.			
		RTS MEETING – 9 DECEMBER 2015			
RTS/142/2015	Old Furniture at Council Recycling Sites	Council adopt a policy that people leaving old furniture at Council amenity sites be given the opportunity to donate it to charity and that expressions of interest be sought from charitable organisations to collect this furniture for upgrading and re-use.	J Parkes	Ongoing. Putting together expressions of interest document. To go out during May.	N
		RTS MEETING – 18 NOVEMBER 2015			
RTS/123/2015	Lease agreement – Hilltown Handball Court	Council enter into a lease agreement in respect of Hilltown Handball Court.	K Scullion	In progress - issue with right of way.	N
RTS/124/2015	Bus Shelter requests	Councillor Casey referred to the bus shelter on the Old Warrenpoint Road and said it	K Scullion		N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>was being used for anti-social behaviour purposes - officials investigate if this could be moved and report back to the Committee.</p> <p>Councillor Casey asked if officials could investigate if a bus shelter could be provided on the Drummond Road, off the Armagh Road if this area was in the Newry, Mourne and Down Council area.</p>		Being considered under current policy requirements.	N
		RTS MEETING – 23 SEPTEMBER 2015			
23 September 2015	Picnic tables at Lindsey's Hilltown	Officials re-investigate the possibility of replacing missing picnic tables at this location.	K Scullion	Two picnic tables have remained in place since being concreted in-situ. Plan to add further tables in Spring Summer 2017.	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		RTS MEETING 17 JUNE 2015			
RTS/73/2015	Japanese Knotweed and Giant Hogweed, Rossmara Park, Warrenpoint	<p>Appoint external contractors to carry out works to rebuild the wall in line with Building Control and engineer reports.</p> <p>Clarification from the Council's Solicitor with regards to the expenditure of accrued money from the legacy Newry and Mourne District Council for the maintenance of the wall.</p> <p>To convene a meeting with the Housing Executive at the highest level to ascertain maintenance of this area after Japanese knotweed and giant hogweed has been eradicated and works to the wall completed.</p>	C Jackson	<p>Engineering Company carried out bore hole testes on site October 2016. Results of tests used as a design solution. Remedial work costs received are excessive. Revised design solution Feb 2017 to go back to tender March 2017.</p> <p>Tender process carried out in March 2017 and a contractor to be appointed in due course. Work to commence by the end of April.</p>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/46/2015	Summary Review Report – Reservoir Bill (NI) Future	To include the costs of this survey work in the 2016/17 Rate Estimates with a view to carrying out the Reservoir Surveys in the Spring of 2016.		Estimates costs will be added for consideration to next year's budget estimates.	N