



October 13th, 2017

Notice Of Meeting

You are invited to attend the Regulatory & Technical Services Committee Meeting to be held on **Wednesday, 18th October 2017 at 6:00 pm** in the **~Boardroom Monaghan Row Newry~**.

The Members of the Regulatory and Technical Services Committee are:-

Chair: Councillor J Trainor

Vice Chair: Councillor V Harte

Members:

Councillor T Andrews	Councillor S Burns
Councillor C Casey	Councillor W Clarke
Councillor G Craig	Councillor D Curran
Councillor G Fitzpatrick	Councillor L Kimmins
Councillor J Macauley	Councillor M Ruane
Councillor G Stokes	Councillor D Taylor
Councillor J Tinnelly	

Agenda

Committee Business

- 1.0 Apologies and Chairperson's remarks.**
- 2.0 Declarations of "Conflicts of Interest".**
- 3.0 Action sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 20 September 2017. (Attached).**

📎 *RTS Action Sheet - 20-09-2017.pdf*

Page 1

For Consideration and/or Decision - Building Control

- 4.0 Report re: Street Trading Designation at Strangford Village. (Attached).**

📎 *Building Control.pdf*

Page 7

Planning

- 5.0 September 2017 Planning Committee Performance Report. (Attached).**

📎 *Sept Planning Committee Performance Report.pdf*

Page 19

- 6.0 Record of Meetings between Planning Officers and Public Representatives 2017-2018. (Attached).**

📎 *Record of meetings between Planning Officers and Public Reps 2017-2018.pdf*

Page 24

- 7.0 Current appeals. (Attached)**

📎 *Current Appeals.pdf*

Page 25

- 8.0 Contact from Public Representatives - 3 July to 29 September 2017. (Attached).**

📎 *Contact from Public Reps 3 July - 29 Sept.pdf*

Page 42

- 9.0 NI Planning Statistics 2017/2018 First Quarter Statistical Bulletin. (Attached).**

For Consideration and/or Decision - Waste Management

10.0 Report re: Performance of Solar Powered Litter Bins in Newcastle. (Attached).

[Report re. Solar powered litter bins October 2017.pdf](#)

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11.0 Report re: Food Waste Expansion Project. (Attached).

[Report - Review of Food waste Expansion Project.pdf](#)

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For Noting

12.0 Report re: Special Regulatory and Technical Services Committee Meeting held on Wednesday 27 September 2017 to discuss an application for an Amusement Permit at 4 Margaret Street, Newry. (Attached).

[Special RTS Minutes 27.09.17.pdf](#)

Page 96

13.0 Report re: Review of Public Conveniences. (Attached).

[Review of Public Conveniences.pdf](#)

Page 101

14.0 ARC21 Joint Committee Meeting - Minutes of Thursday 31 August 2017. (Attached).

[Arc21 Joint Committee minutes Thursday 31 August 2017.pdf](#)

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15.0 ARC21 Joint Committee Meeting - Minutes of Thursday 28 September 2017. (Attached).

[Arc21 Joint Committee minutes Thursday 28 September 2017.pdf](#)

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16.0 Historic Actions Sheet. (Attached).

[Historic Action Sheet RTS October - updated.pdf](#)

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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
Lorraine Burns	lorraine.burns@nmandd.org
Cllr Pete Byrne	pete.byrne@nmandd.org
Mr Gerard Byrne	gerard.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
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
Colette McAteer	colette.mcateer@nmandd.org
Cllr Declan McAteer	declan.mcateer@nmandd.org
Patricia McKeever	patricia.mckeever@nmandd.org
Cllr Oksana McMahan	oksana.mcmahan@nmandd.org
Cllr Andrew McMurray	andrew.mcmurray@nmandd.org
Eileen McParland	eileen.mcparland@nmandd.org
Ms Carmel Morgan	carmel.morgan@nmandd.org
Cllr Roisin Mulgrew	roisin.mulgrew@nmandd.org
Cllr Mark Murnin	mark.murnin@nmandd.org
Cllr Barra O Muiri	barra.omuiri@nmandd.org
Cllr Pol O'Gribin	pol.ogribin@nmandd.org
Cllr Brian Quinn	brian.quinn@nmandd.org
Cllr Henry Reilly	henry.reilly@nmandd.org
Cllr Michael Ruane	michael.ruane@nmandd.org

Cllr Michael Savage	michael.savage@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
Adam Wilkinson	adam.wilkinson@nmandd.org

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/105/2017	Bins issues	A Brown Bin Review Revaluation Paper would be brought to the October RTS Committee Meeting which would include options on the use of compostable liners for brown bin waste.	A Wilkinson	Paper on agenda for 18 October 2017	Y
		Mr Wilkinson provide an update to him on the outcome of a trail of solar powered bins in Newcastle.	A Wilkinson	Paper on agenda for 18 October 2017	Y
		A letter of good wishes be sent on behalf of the Committee to Mr Joe Parkes, wishing him a speedy recovery to good health.	A Wilkinson	Director of RTS wrote to Joe Parkes and spoke on the phone passing on the good wishes from the RTS Committee.	Y
RTS/106/2017	Motor home/camper van usage	Approve the following, on the basis that officials identify an alternative designated zone for camper vans at the top overflow of Donard Car Park (Shanslieve Drive entrance) before any	C Jackson		No

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>further action was taken:-</p> <p>RTS committee authorise permission to install Height Restriction Barriers at Downs Road and Glen River car parks. The Committee agreed that these barriers should be appropriately designed so as not to detract from the attractive seafront character of Newcastle.</p> <p>Update the existing bye-laws, in relation to "permitted vehicles". Motor homes/camper vans would require to be included in this category for Donard car park and the Rock pool, with caravans excluded from Downs Road and Glen River, as they would be unable to access these sites due to the HRB's.</p> <p>Introduce the option for Enforcement of bye law contravention to be dealt with by way of a Fixed Penalty Notice for offenders parked in excess of the</p>	Gary McCurry	<p>Cost and Design has been actioned, and will be communicated to DEA councillors</p> <p>Forwarded to Lyndsey Moore for action.</p>	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		permitted 12 hour period. In addition, refer this report to the DEA Coordinator for the Newcastle area to communicate to the local DEA Councillors.		Forwarded to Kathleen Magee for circulation at DEA meeting	
RTS/107/2017	Planning Committee Reports	The format of the report on Appeals to be updated. The format of the report on record of meetings between Planning Officers and Public Representatives to be updated	A McKay	Work in progress	
RTS/110/2017	Britain in Bloom RHS Awards	Council takes up all five invitations with two Councillor representatives, two Officer representatives (to include one manager and one representative from working squad and to offer the last place for a representatives from one of the three local groups at an estimated cost of £1255).	K Scullion	Flights and accommodation booked by L Burns. Deputy Chairman attending in place of Chairperson – Completed	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/111/2017	Terms of Reference for Councillors Christmas illuminations/celebrations group	<p>Approve the Terms of Reference for the Councillors Christmas Illuminations/ Celebrations Group as circulated, to include the following membership:-</p> <p>Council Chairperson Council Deputy Chairperson One Councillor nominated from each of the following parties - Sinn Fein, SDLP, DUP, UUP, Alliance and 1 Independent Member.</p> <p>Further nominees, as required, from the two largest political parties in line with their entitlement to hold a maximum of two membership positions.</p>	K Scullion	<p>Membership confirmed:-</p> <p>Cllr. Clarke and Ruane Cllr. Fitzpatrick and Trainor Cllr. Harvey Cllr. Macauley Cllr. McMurray Cllr. Tinnelly</p>	Y
RTS/116/2017	Historic Action Sheet – Matters Arising	<p><u>Bus shelters</u></p> <p>Mr Scullion send an e mail to Councillor Taylor confirming the current position.</p>	K Scullion	E- mail sent 10 October 2017.	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>Mr Scullion continue to pursue the provision of 2 No. bus shelters at Sheepbridge with Transport NI to ascertain if they were willing to provide these shelters, given that the bus stops were heavily used by their customers. Mr Scullion to advise that the Council were seeking a response from Transport NI within one month and thereafter a further report would be brought back to the RTS Committee with recommendations on how to proceed.</p> <p><u>Toilet Review</u></p> <p>A comprehensive review on public conveniences would be presented prior to the budget setting process.</p>	A Wilkinson	<p>First paper on meeting agenda for 18 October 2017, to be followed with budget proposal paper,</p>	Y

Report to:	Regulatory and Technical Services Committee
Date of Meeting:	18 October 2017
Subject:	Street Trading Designation at Strangford Village
Reporting Officer (Including Job Title):	Adam Wilkinson Interim Director, Regulatory and Technical Services
Contact Officer:	Fintan Quinn, Head of Services for Licensing & Enforcement .

Decisions Required

Members are asked to note the contents of the report, and consider and agree to:
Pass a resolution designating Quay Road, Strangford Lower, Strangford for Street Trading.

1.0 Purpose & Background

1.1

The Council's Licensing Section has received a request to designate a site at Quay Road, Strangford Lower, Strangford for Street Trading from Mark McAllister. (see Appendix 1)
A letter requesting designation was received on 11th April 2017.
The proposer wishes to trade in a Tea, Coffee vending business at the location proposed.
Three sites were identified for possible designation. (see Appendix 2)
As required, the council advertised the proposal for designation of a street in Strangford Village (see Appendix 3)
The council also consulted with the DFI(Roads Service) and PSNI (see Appendix 4 & 4a)

The DFI responded recommending the option 3 location as outlined. (see Appendix 5) and there were no objections received from the PSNI.

2.0 Key Issues

2.1

Under the Street Trading Act(NI) 2001, the council may pass a resolution designating a street in its district as a street in which it may allocate street trading pitches for stationary trading.
The Council has authority to approve or refuse designation of a street for Street Trading.
Currently there are no streets designated for street trading within Strangford Village.

3.0 Recommendations

3.1 Taking into consideration the request and the consultation to date, the recommendation is to approve the designation of Quay Road, Strangford Lower, Strangford for Street Trading.

If the Council agrees to approve this designation, the next step would be to advertise for potential traders and physically mark out the trading bay.

4.0 **Resource Implications**

4.1 Processing the administration of the application and carry out the necessary consultation process.
Preparation of reports for the committee.
Advertise for potential traders and physically mark out the trading bay.

4.0 **Appendices**

Appendix 1 : Request for designation
Appendix 2 : Map identifying sites for consideration
Appendix 3 : Public Advertisement of proposal
Appendix 4&4a : Consultation letters to DFI(Roads Service)
& PSNI
Appendix 5 : Response from DFI

Appendix 1 – Request for Designation



Request for council designation for street trading licence in strangford village

Fintan Quinn to: Katrina Dornan
Cc: paula hughes

11/07/2017 11:30

Katrina

See below from Mark.

He originally indicated Quay Street as the area alongside the lower green as the area he wished to trade from. I am assuming he is referring to Quay Road, and the green area adjacent.

thanks

Fintan Quinn

Head of Licensing & Enforcement
Regulatory & Technical Services Dept.
O'Hagan House
Monaghan Row
Newry
BT35 8DJ

0300 013 2233

SAVE PAPER!

PLEASE THINK BEFORE YOU PRINT THIS MESSAGE

----- Forwarded by Fintan Quinn/Newry&Mourne/NI on 11/07/2017 11:11 -----

From: Mark McAllister <Mark.McAllister@Ira.org.uk>
To: "fintan.quinn@nmandd.org" <fintan.quinn@nmandd.org>
Date: 11/04/2017 14:34
Subject: Request for council designation for street trading licence in strangford village

Dear Mr Quinn,

I am writing to you to formally process my request to have the council consider the designation of a street trading licence for a small mobile tea and coffee vehicle (not selling hot food) in the Quay street area of the village using one of the informal parking bays along the side of the lower green. This would be a tasteful addition to the village serving the needs of waiting ferry passengers and would only really impact on one main local business (namely the cake room-a small cafe/art gallery). I understand that no such trading licences have been granted in the past on the grounds of no applications being made, but I am confident that this application meets with the 5 Road Service conditions and hope that the council will look favourably on the application which I am lead to understand goes through a series of considerations of which there is no guarantee that if granted that I will be the successful applicant.

I have attached a map of the aforementioned proposed location below and look forward to hearing from you in the coming months.

Kind Regards

Mark McAllister- 53 Shore Road, Strangford, BT307NW

<https://www.google.co.uk/maps/place/Quay+Rd,+Strangford,+Downpatrick+BT30+7LL/@54.371935,-5.5565348,19z/data=!4m5!3m4!1s0x4861696a9bdlll3:0xabc7f0e41ec85964!8m2!3d54.37184>

Appendix 2 - Map showing options for designation

STRANGFORD VILLAGE - STREET TRADING PROPOSALS. AUG.2017



Appendix 3 – Copy of Advertisement announcing Council proposal to designate

an Ilir, Mhírn agus an Dlí
Newry, Mourne and Down

Public Notice

Street Trading Act (Northern Ireland) 2001

The Street Trading (Northern Ireland) Act 2001 came into operation in October 2001.

The Act applies to any person selling, exposing or offering anything of supplying or offering to supply a service in a street or public place, whether or not in or from a stationary position. "Public place" means any place in the open air, which is within 10 metres of a road or footpath to which the public has access without payment but is not within enclosed premises or the curtilage of a dwelling.

Before the Council can grant an application for a Licensee to trade as a Stationary trader, the street or location in which an applicant wishes to trade will have to be a 'Designated Street' determined by a Resolution of the Council. The Council may also specify that:

- (a) only specified articles, things or services or classes of specified articles, things or services which may be sold or supplied from street trading pitches or specified articles, things or services or classes of specified articles, things or services is prohibited in that street.
- (b) the sale of supply from street trading pitches of specified articles, things or services is prohibited in that street.

Newry, Mourne and Down District Council hereby gives notice of its intention to pass a Resolution of Designation for the following location in the District:

- Strangford Village

The Council is required to consult with statutory bodies and other persons on these proposals and that may result in changes to the proposed locations.

Representations relating to the above mentioned location may be made in writing to Newry, Mourne and Down District Council, Administration Department, Downshire Civic Centre, Downshire Estate, Ardglass Road, Downpatrick, BT30 6GQ (0300 013 2233) so as to arrive no later than 5pm Tuesday 17 July, 2017. Further information and location maps may be obtained from this address.

Liam Hamaway, Chief Executive
 Ollig an Ilir, Newry Office
 O'Hagan House, Monaghan Row, Newry BT35 2DJ
 Ollig Dhun Párláid, Downpatrick oifice
 Downshire Civic Centre, Downshire Estate,
 Ardglass Road, Downpatrick BT30 6GQ
 www.newrymournedown.org

Ag Freastal ar an Dún agus An Mhachaireas
Serving Down and South Armagh

• PROOF 01

Job No: 72725
 Down Recorder
 17cm x col
 07.06.17
 £285.28 +VAT
 Approval Deadline: ASAP

Mourne Observer
 17cm x 3col
 07.06.17
 £209.96 +VAT
 Approval Deadline: ASAP

APPROVED

YES

PLEASE TICK APPROPRIATE BOX.

ASG

& PARTNERS

COPY APPROVAL

SIGNED _____

POSITION _____

DATE _____


INVOICE TO***

Purchase Order No. 1/1/10/10/10

Appendix 4 – Copy of consultation letter to DFI (Roads Service)

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BCR/LIC/34 - Proposed Trading Sites - Strangford 
Trueman, Gordon

Katrina Dornan to: <Gordon.Trueman@infrastructure-ni.gov.uk>

10/08/2017 14:05

Hello Gordon

Please find attached proposed trading areas within Strangford Village. Can you please let me have your comments on the suitability of these sites?

Many thanks

Strangford trading site.jpg Strangford trading location.2.jpg

Katrina Dornan
Administrative Officer

Oifig DhUn Padraig
Downpatrick Office
Downshire Civic Centre
Downshire Estate, Ardglass Road
Downpatrick BT30 6GQ

Council: 0300 013 2233
Planning: 0300 200 7830
DL: 028 4461 0808

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Appendix 4a – Consultation with PSNI



BCR/LIC/34 - Proposed Street Trading Site - Strangford Village

Katrina Dornan to: <Paul.Symington@psni.pnn.police.uk>

10/08/2017 14:10

Hi Paul

Im not sure if this falls within your remit.

Please find attached proposed street trading sites within Strangford Village. Can you let me know if you have any objections/concerns on the possibility of one of these areas being made a designated street trading site?

Many thanks

Strangford trading site.jpg Strangford trading location.2.jpg

Katrina Dornan
Administrative Officer

Oifig Dhun Padraig
Downpatrick Office
Downshire Civic Centre
Downshire Estate, Ardglass Road
Downpatrick BT30 6GQ

Council: 0300 013 2233
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DL: 028 4461 0808

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Appendix 5 – Response from DfI on consultation

**Traffic & Network Development
Southern Division**

Katrina Dornan
Newry, Mourne & Down District Council
Licensing Section
Regulatory & Technical Services Dept
O'Hagan House
Monaghan Row
NEWRY
BT35 8DJ



Department for

Infrastructure

An Roinn

Bonneagair

www.infrastructure-ni.gov.uk

Rathkeltair House
Market Street
DOWNPATRICK
BT30 6AJ

Tel: (028) 4461 8269
tninddownpatrick@infrastructure-ni.gov.uk

Your reference: BCR/LIC/34
Our reference: 74035-17

23rd August 2017

Dear Ms Dornan

PROPOSED TRADING SITES - STRANGFORD

Thank you for your email dated 11 August 2017, regarding Newry, Mourne & Down Council's proposals for a regular trading pitch in Strangford. Please be advised that this reply in relation to road safety and traffic progression on the road network only.

As requested, DfI Roads has considered the three locations as outlined in your location plan in partnership with PSNI Road Policing. In response, I can advise that we would offer no objection to Option 3 being a location for on-street trading.

As with any street trading, the following conditions should apply:

- Any vehicle/stall is not positioned in such a way as to compromise road safety or traffic progression;
- Trading is restricted to being conducted on the footway side of the vehicle/stall only;
- The consent holder observes and complies with all relevant Traffic Regulation Orders and the Highway Code (including the rules on waiting and parking); and
- Future renewal is subject to trader/driver/customer behavior and associated issues with this street trading license.

There are concerns that Option 1 has limited clearance from the edge of the road which may result in an increase potential for conflict between vehicles and pedestrians. It was noted that there is limited footway provision at this location and customers may be required to stand in the carriageway.

Option 2 is located on the main route for vehicular and pedestrian traffic travelling to/from the ferry and the location is regularly congested especially during peak times.

Appendix 5 – Response from DFI on consultation

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Please do not hesitate to contact me if you require any further clarification.

I trust you find this reply helpful.

Yours sincerely



GORDON TRUEMAN

Traffic & Network Development
Newry, Mourne & Down East

Appendix 5a – Response from PSNI

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**OFFICIAL [PUBLIC]: RE: RE: BCR/LIC/34- Proposed Street Trading Site-
Strangford Village**
Pauli.Symington to: Katrina.Dornan
10/10/2017 13:07
1 attachment
74035-17 Reply to Katrina Dornan NMD Council- Proposed Street Trading Sites, Strangford (August 2017).DOCX

This e-mail has been marked OFFICIAL [PUBLIC];

Katrina,

He said he would concur with the option outlined in the letter you received from DFI.

Paul.

-----Original Message-----

From: Katrina.Dornan@nmandd.org [mailto:Katrina.Dornan@nmandd.org]

Sent: 10 October 2017 12:32

To: SYMINGTON Paul

Subject: Re: OFFICIAL [PUBLIC]: RE: BCR/LIC/34 - Proposed Street Trading Site - Strangford Village

Hi Paul

Just checking if Inspector Hardy got back to you with a response to my email?

Many thanks

Katrina Dornan
Administrative Officer

Oifig Dhun Padraig
Downpatrick Office
Downshire Civic Centre
Downshire Estate, Ardglass Road
Downpatrick BT30 6GQ

Council: 0300 013 2233
Planning: 0300 200 7830
DL: 028 4461 0808

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www.twitter.com/nmdcouncil

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From: <Paul.Symington@psni.pnn.police.uk>
To: <Katrina.Dornan@nmandd.org>,
Date: 11/08/2017 07:42
Subject: OFFICIAL [PUBLIC]: RE: BCR/LIC/34 - Proposed Street Trading Site - Strangford Village

This e-mail has been marked OFFICIAL [PUBLIC];

Appendix 5a – Response from PSNI



OFFICIAL [PUBLIC]: RE: BCR/LIC/34- Proposed Street Trading Site- Strangford Village
Paul.Symington to: Katrina.Dornan

11/08/2017 07:42

History: This message has been replied to.

This e-mail has been marked OFFICIAL [PUBLIC];

Hi Katrina,

I'm not sure where this one would go for comment, I have forwarded it to the local Inspector in Downpatrick, Inspector Hardy and asked if he could find a home for it.

If I hear back will let you know.

Paul.

-----Original Message-----

From: Katrina.Dornan@nmandd.org [mailto:Katrina.Dornan@nmandd.org]
Sent: 10 August 2017 14:11
To: SYMINGTON Paul
Subject: BCR/LIC/34 - Proposed Street Trading Site - Strangford Village

Hi Paul

Im not sure if this falls within your remit.

Please find attached proposed street trading sites within Strangford Village. Can you let me know if you have any objections/concerns on the possibility of one of these areas being made a designated street trading site?

Many thanks

(See attached file: Strangford trading site.jpg) (See attached file: Strangford trading location.2.jpg)

Katrina Dornan
Administrative Officer

Oifig Dhun Padraig
Downpatrick Office
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Appendix 5a – Response from PSNI

Hi Katrina,

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Paul.

-----Original Message-----

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Subject: BCR/LIC/34 - Proposed Street Trading Site - Strangford Village

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Many thanks

(See attached file: Strangford trading site.jpg)(See attached file: Strangford trading location.2.jpg)

Katrina Dornan
Administrative Officer

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Newry, Mourne & Down District Council – September 2017

1. Live Applications

MONTH 2017/18	NEW APPLICATIONS	LIVE APPLICATIONS	LIVE APPLICATIONS OVER 12 MONTHS
April	129	1,075	293
May	149	1,058	281
June	149	976	263
July	135	957	250
August	166	959	249
September	140	910	243

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
May	585	192	76	65	140	1,058
June	550	163	78	55	130	976
July	535	172	73	45	132	957
August	540	170	72	40	137	959
September	488	179	71	35	137	910

Newry, Mourne & Down District Council – September 2017

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3. Live applications per Case Officer

Month 2017/18	Average number of Applications per Case Officer
April	67
May	62
June	58
July	50
August	50
September	57

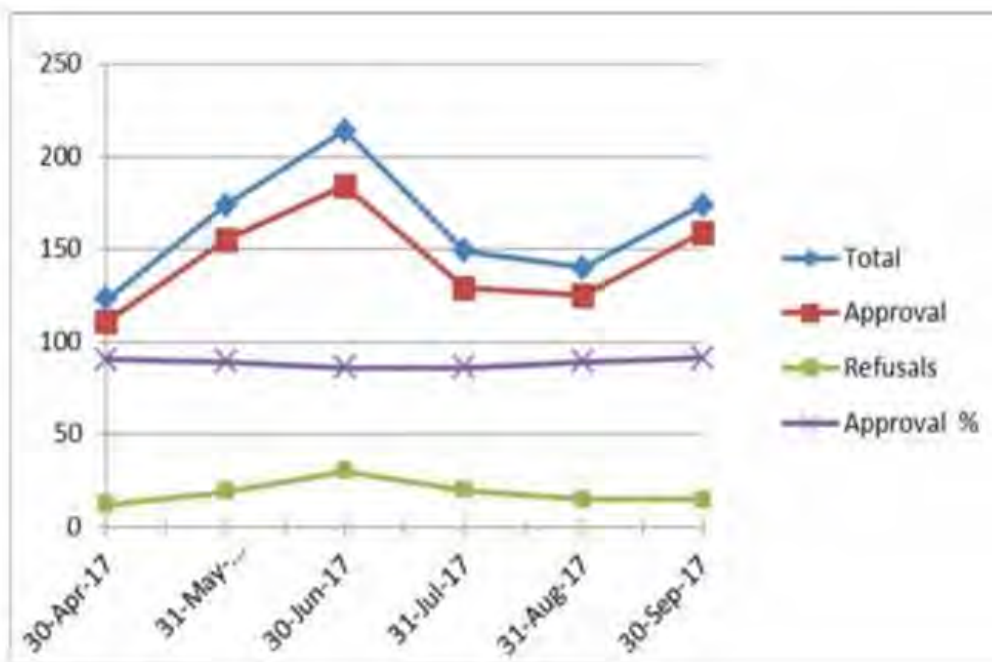
4. Decisions issued per month

Month 2017/18	Number of Decisions Issued	Number of Decisions Issued under delegated authority
April	123	104
May	174	148
June	214	170
July	149	124
August	140	122
September	174	154

Newry, Mourne & Down District Council – September 2017

5. Decisions Issued YTD

Month 2017/18	Number of Decisions Issued (cumulative)	Breakdown of Decisions	
April	123	Approvals (111)	90%
		Refusals (12)	10%
May	297	Approvals (266)	90%
		Refusals (31)	10%
June	511	Approvals (450)	88%
		Refusals (61)	12%
July	660	Approvals (579)	88%
		Refusals (81)	12%
August	800	Approvals (704)	88%
		Refusals (96)	12%
September	974	Approvals (863)	89%
		Refusals (111)	11%



Newry, Mourne & Down District Council – September 2017

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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
May	286	137	89	91	53	85	741
June	295	138	91	93	53	88	758
July	311	142	89	88	61	88	779
August	321	139	93	80	70	88	791
September	326	146	89	80	74	89	804

7. Planning Committees 2017/2018

Month	Number of Applications presented to Committee	Number of Applications Determined by Committee	Number of Applications Withdrawn/Deferred for future meeting
26 April	26	19	7
24 May	39	28	11
21 June	34	18	16
19 July	32	20	12
16 & 23 August	36	19	17
13 September	16	10	6
Totals	183	114	69

8. Appeals

Planning Appeal Commission Decisions issued during September 2017

Area	Number of current appeals	Number of decisions issued	Number of decisions Allowed	Number of decisions Dismissed	Other decisions
Newry & Mourne	23	2	0	2	0
Down	11	2	0	2	0
TOTAL	34	4	0	4	0

Statutory targets monthly update - up to August 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 received	Number decided/withdrawn ¹	Average processing time ²	% of cases processed within 30 weeks	Number received	Number decided/withdrawn ¹	Average processing time ²	% of cases processed within 15 weeks	Number opened	Number brought to conclusion ³	"70%" conclusion time ³	% of cases concluded within 39 weeks
April	0	1	91.8	0.0%	127	113	19.0	38.9%	35	20	64.2	60.0%
May	1	2	110.4	0.0%	149	157	18.0	43.9%	32	46	61.1	56.5%
June	1	2	73.2	0.0%	124	205	19.2	42.0%	32	21	65.3	55.0%
July	1	1	128.4	0.0%	133	141	20.0	41.1%	32	19	113.0	55.0%
August	2	1	248.8	0.0%	146	134	17.1	38.8%	28	28	63.0	39.3%
September	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
October	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
November	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
December	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
January	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
February	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
March	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
Year to date	5	7	108.6	0.0%	679	750	18.8	41.2%	159	134	64.2	52.2%

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.

Record of meetings between Planning Officers and Public Representatives 2017-2018

24

DATE OF MEETING	PLANNING OFFICER'S NAME/S	PUBLIC REPRESENTATIVE'S NAME
3/4/17	A McKay	M Ritchie MP
4/4/2017	A McAlarney	Cllr Walker
20/4/17	P Rooney	M Ritchie MP
27/4/17	A McAlarney	C McGrath MLA
27/04/17	A McAlarney M Keane	Cllr W Clarke
09/05/2017	A McAlarney	C McGrath MLA
11/5/17	A McKay	M Ritchie MP
1/6/17	A McAlarney	C McGrath MLA
2/6/17	G Kerr	Cllr J Tinnelly
20/06/17	A McAlarney	Cllr Walker
04/08/2017	A McAlarney	C McGrath MLA
04/08/2017	G Kerr	Cllr D Taylor
15/08/2017	P Rooney G Kerr	J McNulty MLA
25/08/2017	G Kerr	Cllr J Tinnelly

Current Appeals

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AUTHORITY Newry, Mourne and Down

ITEM NO	1	PAC Ref:	2016/A0005
Planning Ref:	P/2014/0303/O	DEA	The Mournes
APPELLANT LOCATION	Michael Horner Adjacent To And North Of 36 Belmont Road Kilkeel		
PROPOSAL	Newry Erection of Infill Dwelling and Detached Garage		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	05/04/2016
Appeal Procedure			
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	2	PAC Ref:	2016/A0041
Planning Ref:	P/2014/0853/F	DEA	Crotlieve
APPELLANT LOCATION	S Meade To The Immediate North And East Of 16 Rostrevor Road Hilltown.		
PROPOSAL	Retention of two light industrial units, erection of three light industrial units.		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	01/07/2016
Appeal Procedure	Informal Hearing		
Date of Hearing		16/09/2016	
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	3	PAC Ref:	2016/A0148
Planning Ref:	LA07/2015/0877/F	DEA	The Mournes
APPELLANT	Mr Diarmid Sloan		
LOCATION	10 Tullybrannigan Brae Newcastle		
PROPOSAL	RT33 0003 Roof space conversion, replacement roof and 2 storey extension		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps	Date Appeal Lodged	01/11/2016
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	4	PAC Ref:	2016/A0166
Planning Ref:	LA07/2015/1244/F	DEA	Crotlieve
APPELLANT	Barney Mackin		
LOCATION	19.3m North-East Of No27B Derrycraw Road Derrycraw		
PROPOSAL	Newly Erection of farm dwelling and garage		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps with Site Visit	Date Appeal Lodged	30/11/2016
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	5	PAC Ref:	2016/A0172
Planning Ref:	LA07/2016/1041/C	DEA	Crotlieve
APPELLANT	Joseph O'Hare		
LOCATION	Lands North Of And Adjacent To 53 Mayo Road Mayobridge		
PROPOSAL	Newly Dwelling and domestic garage on gap/infill site (amended address)		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	05/12/2016
Appeal Procedure	Informal Hearing		
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	6	PAC Ref:	2016/A0185
Planning Ref:	LA07/2016/0381/C	DEA	Crotlieve
APPELLANT	Mr Matt Burns		
LOCATION	Opposite No. 107 Kilbroney Road Rostrevor		
PROPOSAL	Proposed farm retirement dwelling		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	15/12/2016
Appeal Procedure	Written Reps with Site Visit		
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	7		
Planning Ref:	LA07/2016/0802/C	PAC Ref:	2016/A0192
APPELLANT	Darren O'Hagan	DEA	Crotlieve
LOCATION	60m NE Of 11a New Line Road Hilltown		
PROPOSAL	^{New} Site for dwelling and detached garage		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	30/12/2016
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	8		
Planning Ref:	LA07/2016/0510/C	PAC Ref:	2016/A0204
APPELLANT	Robert Laurence Annett	DEA	The Mournes
LOCATION	Adjacent And West Of 60 Corcreaghan Road Kilkeel		
PROPOSAL	^{RT34 4SI} Dwelling on a farm		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps	Date Appeal Lodged	23/01/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	9	PAC Ref:	2016/A0211
Planning Ref:	LA07/2016/0826/C	DEA	Slieve Gullion
APPELLANT	Kevin Donaghy		
LOCATION	Lands To The West And Rear Of Nos 22 And 24 Ballynabee Road Maghernahely		
PROPOSAL	Resbrook Proposed erection of detached dwelling and garage		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps	Date Appeal Lodged	02/02/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	10	PAC Ref:	2016/A0214
Planning Ref:	LA07/2015/0647/C	DEA	Rowallane
APPELLANT	PR Jennings		
LOCATION	15m North Of 39 Listooder Road Crossgar		
PROPOSAL	Erection of farm dwelling (additional information received)		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	10/02/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	11	PAC Ref:	2016/A0224
Planning Ref:	LA07/2016/0365/C	DEA	Rowallane
APPELLANT LOCATION	Mr And Mrs McCluskey Lands Between 1 Brae Road And 212 Belfast Road Ballynahinch		
PROPOSAL	2no proposed dwelling houses		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	27/02/2017
Appeal Procedure			
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	12	PAC Ref:	2016/A0226
Planning Ref:	LA07/2016/0477/F	DEA	Slieve Gullion
APPELLANT LOCATION	Mr Caolan Quinn 50m South-east Of No 106 Carrickgallogly Road Carrickgallogly		
PROPOSAL	Belleek Erection of dwelling		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	28/02/2017
Appeal Procedure			
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	13		
Planning Ref:	P/2015/0147/LDP	PAC Ref:	2016//E0005
APPELLANT	Mr Gabriel McEvoy	DEA	Newry
LOCATION	14m South West Of No 255 Dublin Road Killeen Newry		
PROPOSAL	Erection of agricultural building and associated hardstanding area, including removal of existing stone wall to provide access from existing agricultural yard.		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	02/05/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	14		
Planning Ref:	LA07/2015/0166/L	PAC Ref:	2016-E0045
APPELLANT	Mr Ronald Sloan	DEA	The Mournes
LOCATION	29 Leitrim Road Kilkeel		
PROPOSAL	A Certificate of Lawfulness confirming that the construction of the works undertaken were lawful under planning reference P/2009/0663/F and P/ 2009/1484/F, and therefore constitute a material start to the dwelling approved under reference P/2009/0663/F.		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	24/01/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	15		
Planning Ref:	LA07/2016/1212/C	PAC Ref:	2017/0061
APPELLANT	Thomas Grant	DEA	Crotlieve
LOCATION	Adjacent & Immediately South Of 20 Ryan Road Mayobridge		
PROPOSAL	Newly Replacement dwelling on farm		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Informal Hearing	Date Appeal Lodged	06/07/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	16		
Planning Ref:	LA07/2015/0429/F	PAC Ref:	2017/A0002
APPELLANT	Rory And Kerri Farrell	DEA	Crotlieve
LOCATION	Site 11 The Avenue		
PROPOSAL	Rural New two storey house with attached garage and associated external works		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	04/04/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	17		
Planning Ref:	LA07/2016/0736/F	PAC Ref:	2017/A0027
APPELLANT	Mr Noel Ritchie	DEA	Slieve Croob
LOCATION	To The Rear 102 Drumsnade Road Drumaness		
PROPOSAL	RT24 RNI Retrospective application for retention of timber frame domestic dwelling on site of storage shed		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	09/05/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	18		
Planning Ref:	LA07/2015/0946/F	PAC Ref:	2017/A0028
APPELLANT	Mark Rice	DEA	Newry
LOCATION	Lands Adjacent And North Of No.46 Lower Foughill Road Jonesborough Armagh.		
PROPOSAL	Proposed retention and extension of existing prefabricated structure to create farm dwelling. (amended description)		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps with Site Visit	Date Appeal Lodged	10/05/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	19		
Planning Ref:	LA07/2016/0557/F	PAC Ref:	2017/A0030
APPELLANT LOCATION	Mr And Mrs Oliver Reavey 85 Newtown Road Camlough	DEA	Slieve Gullion
PROPOSAL	Newry Retention of dwelling as constructed previously approved under planning ref P/2015/0186/RM		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Informal Hearing	Date Appeal Lodged	15/05/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	20		
Planning Ref:	LA07/2016/0557/F	PAC Ref:	2017A0030
APPELLANT LOCATION	Mr And Mrs Oliver Reavey 85 Newtown Road Camlough	DEA	Slieve Gullion
PROPOSAL	Newry		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	15/05/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	21	PAC Ref:	2017/A0033
Planning Ref:	LA07/2017/0092/F	DEA	The Mournes
APPELLANT LOCATION	Mr Fintan McMullan 16 Mourne View Avenue Newcastle Newcastle		
PROPOSAL	Extension to front of dwelling (Retrospective)		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	22/05/2017
Appeal Procedure			
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	22	PAC Ref:	2017/A0044
Planning Ref:	LA07/2016/1323/F	DEA	The Mournes
APPELLANT LOCATION	Cathal Sloan 14 Sandy Brae Attical Kilkeel		
PROPOSAL	Partial conversion of existing domestic garage to provide ancillary residential accommodation.		

APPEAL TYPE	Plg Refusal: permissions	Date Appeal Lodged	08/06/2017
Appeal Procedure	Informal Hearing		
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	23		
Planning Ref:	LA07/2016/0762/C	PAC Ref:	2017/A0045
APPELLANT	Mr G Sharvin	DEA	Downpatrick
LOCATION	Lands 10m West Of 89 Killard Road Ballyhornan Downpatrick		
PROPOSAL	Proposed one and half storey bungalow and detached garage (Amended Site Location)		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	08/06/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	24		
Planning Ref:	LA07/2017/0199/F	PAC Ref:	2017/A0047
APPELLANT	Paul Burke	DEA	Downpatrick
LOCATION	12 Marshallstown Ballynoe Road Downpatrick		
PROPOSAL	Retention of portion of existing domestic store as replacement for substandard aged domestic stores		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	08/06/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	25		
Planning Ref:	P/2015/0067/O	PAC Ref:	2017/A0058
APPELLANT	Mrs M McKnight	DEA	Slieve Gullion
LOCATION	40m South Of 4 Molly Road Lower Jonesborough		
PROPOSAL	Dwelling and garage		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Informal Hearing	Date Appeal Lodged	21/06/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	26		
Planning Ref:	LA07/2017/0077/F	PAC Ref:	2017/A0071/F
APPELLANT	Gary O'Hare	DEA	Crotlieve
LOCATION	Lands Between No. 20B And No. 22 Derrycraw Road Newry		
PROPOSAL	RT34 1RG Construction of 2 No. new detached 1 1/2 storey infill dwellings with detached double garages, associated site works and new access to public road.		

APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps	Date Appeal Lodged	24/07/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	27		
Planning Ref:	LA07/2015/0805/F	PAC Ref:	2017/A0075
APPELLANT	Mr Peter Kelly	DEA	Crotlieve
LOCATION	140 Metres North Of 22 Newry Road Hilltown BT34 5TG		
PROPOSAL	Retention of dwelling with associated granny flat building, garden shed/ store and ancillary site works as built. (Amended scheme to that approved under P/2012/0052/F)		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure	Written Reps	Date Appeal Lodged	26/07/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	28		
Planning Ref:	LA07/2015/1381/F	PAC Ref:	2017-A0076
APPELLANT	Mr And Mrs E Kerr	DEA	Slieve Croob
LOCATION	154a Downpatrick Road Teconnaught Rallvnahinch		
PROPOSAL	Conversion and extension of existing stone building to form dwelling plus detached garage and associated site works		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	27/07/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	29	PAC Ref:	2017-A0082
Planning Ref:	LA07/2015/0714/F	DEA	Downpatrick
APPELLANT	Mr And Mrs Byrne		
LOCATION	180m North West Of Existing Farm Buildings Adjoining 28 Ballyclander Road		
PROPOSAL	Downpatrick Proposed farm dwelling and garage		

APPEAL TYPE	Plg Refusal; permissions	Date Appeal Lodged	04/08/2017
Appeal Procedure			
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	30	PAC Ref:	2017/A0090
Planning Ref:	LA07/2017/0766/F	DEA	The Mournes
APPELLANT	Kelbourne Property Ltd		
LOCATION	87e Bryansford Road Newcastle		
PROPOSAL	RT33 OF Dwelling and associated parking and landscaping		

APPEAL TYPE	Non Determination; Plg Permission	Date Appeal Lodged	17/08/2017
Appeal Procedure			
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	31	PAC Ref:	2017/A0094
Planning Ref:	LA07/2017/0624/F	DEA	Crotlieve
APPELLANT LOCATION	Mary Rooney 80A Kilbroney Road Rostrevor BT34 3R1		
PROPOSAL	Single storey side and rear extension		
APPEAL TYPE	Non Determination: Plg Permission		
Appeal Procedure		Date Appeal Lodged	25/08/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	32	PAC Ref:	2017/A0096
Planning Ref:	LA07/2017/0615/C	DEA	Newry
APPELLANT LOCATION	Mr Raymond Rice Lands Immediately North Of No. 36 Flagstaff Road Newry		
PROPOSAL	Infill Site for 2 No. Dwellings		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	29/08/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	33		
Planning Ref:	LA07/2017/0556/F	PAC Ref:	2017/A0097
APPELLANT	Francis McGeown	DEA	Crotlieve
LOCATION	350m West Of Saval GFC Social Club Fronting Rathfriland Road		
PROPOSAL	Newly Retention of dwelling partly constructed in substitution of previously approved dwelling Ref: Planning No P/2006/0763/F Appeal Ref 2010/A0289		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	30/08/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	34		
Planning Ref:	LA07/2017/0033/C	PAC Ref:	2017/A0099
APPELLANT	Mr John Tumelty	DEA	Slieve Croob
LOCATION	Between 18 And 20 Commons Road And 24 Commons Road		
PROPOSAL	Rallykinler Application for outline planning permission for the erection of a single dwelling and garage		
APPEAL TYPE	Plg Refusal: permissions		
Appeal Procedure		Date Appeal Lodged	04/09/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

CONTACT FROM PUBLIC REPRESENTATIVES – 3 July – 29 Sept 2017

DATE	CALLER	ISSUE	REFERRED TO	MODE	DATE CLEARED
1/7/17	Mark Murnin	Query re Env Exemptions	A McAlarney	Call transferred	1/7/17
3/7/17	Cllr G Craig	Replacement dwelling at Claragh Rd, Seaforde	A McAlarney	Direct e mail	3/7/17
" "	Cllr V Harte	Update requested	P Rooney	Direct e mail	3/7/17
4/7/17	Cllr D Curran	John McGreevy's application	A McAlarney	Call transferred	4/7/17
" "	J McNulty MLA	Meeting request	P Rooney	Direct e mail	7/7/17
5/7/17	C McGrath MLA	-----	A McKay	Telephone message	5/7/17
5/7/17	C McGrath MLA	-----	A McKay	Anthony to e-mail Colin	5/7/17
" "	Cllr P Brown	Query on NIEA Consultation	A McKay	Letter	3/8/17
6/7/17	Cllr T Hearty	Item 28 on Schedule – why a refusal?	P Rooney	Direct e mail	6/7/17
" "	C McGrath MLA	Why a Refusal?	A McAlarney	Direct e mail	6/7/17
" "	Cllr M Ruane	Greenan Lough Rd/Kings Rd, Newry	P Rooney	Direct e mail	6/7/17
7/7/17	W Irwin MLA	Update requested	A Davidson	Call transferred	7/7/17
7/7/17	Cllr S Doran	Updates requested	G Kerr	Direct e mail	7/7/17
10/7/17	Cllr R Mulgrew	-----	A Davidson	E mail sent	11/7/17
" "	Cllr W Walker	Request to defer and an update	A McAlarney	Direct e mail	10/7/17
" "	Cllr L Kimmins	Update requested	A Davidson	Direct e mail	11/7/17
11/7/17	Cllr R Mulgrew	-----	A Davidson	Call transferred	11/7/17
" "	Cllr G Sharvin	Query re Decision issued	A McAlarney	Direct e mail	14/7/17
14/7/17	C McGrath MLA	Query re Decision issued	A McAlarney	Direct e mail	14/7/17
" "	Cllr W Walker	Update requested	A McAlarney	Direct e mail	14/7/17
" "	M Fearon Office MLA	Enforcement case query	D Watson	Call transferred	14/7/17
" "	Cllr S Doran	Query re Neighbour notification	G Kerr	Direct e mail	14/7/17
" "	E Rogan MLA	Update requested	A McAlarney	E mail sent	14/7/17

CONTACT FROM PUBLIC REPRESENTATIVES – 3 July – 29 Sept 2017

DATE	CALLER	ISSUE	REFERRED TO	MODE	DATE CLEARED
18/7/17	Cllr L Devlin	Meeting request for C McGrath MLA	A McAlarney	Direct e mail	18/7/17
" "	C McGrath MLA	Was a decision issued?	A McAlarney	Direct e mail	19/7/17
" "	Cllr P Burn	Update requested	A McAlarney	E mail sent	19/7/17
" "	Cllr D Curran	Enforcement query	D Watson	Call transferred	19/7/17
21/7/17	Cllr S Doran	Query	P Rooney	Call transferred	21/7/17
" "	" "	Update on consultation	G Kerr	Direct e mail	21/7/17
" "	" "	Update on bat survey	G Kerr	Direct e mail	21/7/17
" "	Cllr A McMurray	Query Panning recommendation	A McAlarney	Call transferred	21/7/17
24/7/17	E Rogan MLA	Query	A McAlarney	Call transferred	24/7/17
" "	Cllr L Kimmins	Update requested	A Davidson	Direct e mail	25/7/17
" "	J McNulty MLA	Update requested	G Kerr	Direct e mail	24/7/17
" "	Cllr S Doran	Update requested	G Kerr	Direct e mail	24/7/17
" "	Cllr L Devlin	Meeting arranged on 4/8/17	A McAlarney	Direct e mail	24/7/17
25/7/17	E Rogan MLA	Request for PAD	A McAlarney	Call transferred	25/7/17
" "	Y Maginn Sinn Fein	Query siting of house & access	A McAlarney	Direct e mail	26/7/17
26/7/17	Michelle for C McGrath MLA	Request to speak to Anthony McKay	M McIlhone	Telephone call	26/7/17
" "	Cllr S Doran	Update requested	G Kerr	Direct e mail	26/7/17
" "	Cllr S Doran	Approval decision issued	P Rooney	Direct e mail	26/7/17
" "	Cllr S Doran	Can issues be resolved?	P Rooney	Direct e mail	26/7/17
27/7/17	Cllr W Clarke	Mourne Heritage Trust Application	P Rooney	Direct e mail	27/7/17
28/7/17	Cllr W Clarke	Update	A McAlarney	Direct e mail	28/7/17
" "	Cllr W Clarke	Reasons for refusal requested	A McAlarney	Direct e mail	28/7/17
31/7/17	W Irwin MLA	Wrong app. Number. Will ring back.	M McIlhone	Telephone call	31/7/17
31/7/17	Cllr A McMurray	Re; Mr Harte, outside Dromara	A McAlarney	E mail sent	31/7/17

CONTACT FROM PUBLIC REPRESENTATIVES – 3 July – 29 Sept 2017

DATE	CALLER	ISSUE	REFERRED TO	MODE	DATE CLEARED
1/8/17	Clr G Fitzpatrick	Update requested	P Rooney	Direct e mail	1/8/17
3/8/17	E Rogan MLA	Query	A McAlarney	Call transferred	3/8/17
4/8/17	Clr M Murnin	Query	A McAlarney	E mail sent	4/8/17
" "	Clr S Doran	Update requested	G Kerr	Direct e mail	7/8/17
9/8/17	Clr P Brown	Update requested	A McAlarney	E mail sent	9/8/17
" "	J McNulty MLA	Documentation provided	P Rooney	Direct e mail	14/8/17
10/8/17	Clr M Ruane	Potential enforcement issues	P Rooney	Direct e mail	10/8/17
11/8/17	Clr A McMurray	Query	A McAlarney	Call transferred	11/8/17
" "	E Rogan MLA	Update requested	A McAlarney	Call transferred	11/8/17
" "	Clr H Reilly	Neighbour Notification query	G Kerr	E mail	11/8/17
" "	C McGrath MLA	Enquiry/update request	A Hay	Direct email	16/8/17
14/8/17	Clr L Kimmons	Update requested	A Davidson	Direct e mail	15/8/17
" "	Clr S Doran	Update requested	G Kerr	Direct e mail	14/8/17
15/8/17	Clr S Doran	Update requested	A McAlarney	Direct e mail	15/8/17
" "	C McGrath MLA	Update requested	A McAlarney	E mail sent	15/8/17
" "	Clr H Reilly	Query	G Kerr	Direct e mail	16/8/17
" "	Clr H Reilly	Update requested	G Kerr	Direct e mail	16/8/17
16/8/17	Michael for C McGrath MLA	List of housing developments (10 or more houses) in Down District approved from 1/8/16 – 31/7/17	M McIlhone	Telephone call	23/8/17
18/8/17	Clr T Hearty	Can Application go to Sept. Committee	A Davidson	Direct e mail	23/8/17
19/8/17	Clr L Kimmons	Refusal reasons requested	A Davidson	Direct e mail	23/8/17
" "	Clr L Kimmons	Further information requested	A Davidson	Direct e mail	25/8/17
21/8/17	Clr S Doran	Update requested	G Kerr	Direct e mail	21/8/17
21/8/17	Clr A McMurray	Information - planning process	M McIlhone	Telephone call	21/8/17
22/8/17	Clr W Walker	Has decision notice issued?	M McIlhone	Telephone call	22/8/17
22/8/17	Clr P Byrne		A Davidson	Call transferred	22/8/17

CONTACT FROM PUBLIC REPRESENTATIVES – 3 July – 29 Sept 2017

DATE	CALLER	ISSUE	REFERRED TO	MODE	DATE CLEARED
22/8/17	Cllr O McMahon	PAD requested	G Kerr	Direct email	23/8/17
" "	Cllr G Fitzpatrick	Update requestd	P Rooney	Direct e mail	25/8/17
23/8/17	Cllr K Loughran	Updates on applications	A Davidson	Direct e mail	25/8/17
24/8/17	Cllr M Ruane	Update requested. Meeting on 31/8/17 confirmed.	P Rooney	Direct e mail	25/8/17
25/8/17	Cllr K Loughran	Updates on applications	A Davidson - G Kerr	E Mail	25/8/17
" "	Cllr J McAuley	Enquiry re Log Cabin	C Moane	Call transferred	25/8/17
28/8/17	Cllr S Doran	Update requested	G Kerr	Direct e mail	30/8/17
30/8/17	Cllr T Hearty	Update requested	P Rooney	Direct e mail	31/8/17
" "	Cllr S Doran	Update requested	G Kerr	Direct e mail	31/8/17
31/8/17	Cllr Alexander McMullan	_____	P Rooney	Call transferred	31/8/17
31/8/17	Cllr Laura Devlin for C McGrath MLA	-----	G Kerr	Call transferred	31/8/17
1/9/17	Cllr Andrew McMurray	_____	A McAlarney	Call transferred	1/9/17
4/9/17	Cllr D Taylor	Request for meeting	P Rooney	Direct e mail	6/9/17
4/9/17	Dermot Curran	_____	A McAlarney	Call transferred	4/9/17
" "	Cllr M Ruane	Meeting request	P Rooney	Direct e mail	4/9/17
" "	Gareth Craig	_____	A McAlarney	Call transferred	4/9/17
" "	Cllr D Taylor	Update requested	P Rooney	Direct e mail	4/9/17
5/9/17	Cllr T Hearty	Update requested	P Rooney	Direct e mail	6/9/17
" "	Cllr S Bradley	Update requested	P Rooney	Direct e mail	6/9/17
" "	Una Sinn Fein Office	_____	A McAlarney	Call transferred	07/9/17
11/9/17	Cllr D Curran	Update requested	G Kerr	Call transferred	11/9/17
" "	E Rogan MLA	Update requested	A McAlarney	Call transferred	11/9/17
" "	E Rogan MLA	Update requested	A McAlarney	Call transferred	11/9/17
" "	Una for E Rogan MLA	Further query	A McAlarney	Call transferred	11/9/17

CONTACT FROM PUBLIC REPRESENTATIVES – 3 July – 29 Sept 2017

DATE	CALLER	ISSUE	REFERRED TO	MODE	DATE CLEARED
" "	Catherine for S Ennis	Update requested	P Rooney	Call transferred	11/9/17
12/9/17	Cllr D Taylor		G Kerr	Call transferred	12/9/17
" "	Cllr D Taylor		G Kerr	Call back	12/9/17
" "	E Rogan MLA	Update requested	A McAlarney	Call transferred	12/9/17
" "	Una from Sinn Fein	Update requested	A McAlarney	Call transferred	12/9/17
" "	Robert Burgess	Update requested	R Kelly dealt with call. F Murray to call back	-----	12/9/17
" "	Cllr W Clarke	Update on David Kane's application	P Rooney	Direct e mail	12/9/17
" "	Cllr S Doran	Update requested	G Kerr	Direct e mail	14/9/17
19/9/17	Cllr W Walker	Ballynahinch Rugby Club Application for flood lights	A McAlarney	Call transferred	19/9/17
" "	Elizabeth from J McNulty MLA office	Is e mailing P Rooney list of apps. For tomorrow's meeting	P Rooney	E mail sent	19/9/17
" "	Cllr G Fitzpatrick	Query re wind Turbine	G Kerr	Direct e mail	20/9/17
" "	Cllr S Doran	Update requested	G Kerr – A McAlarney	Direct e mail	20/9/17
" "	Cllr S Doran	Check houses built against map	G Kerr	Direct e mail	20/9/17
" "	Cllr C Enwright	Query about Settlement limits	M McQuiston	Call transferred	20/9/17
20/9/17	Cllr W Clarke	Update on MHT application	P Rooney	Direct e mail	20/9/17
21/9/17	C McGrath MLA	Can e mail of support be scanned onto Portal?	A McAlarney	Telephone call	3/10/17
21/9/17	Cllr G Craig	Update requested	A McAlarney	Call transferred	21/9/17
22/9/17	Cllr S Doran	Concerns raised	G Kerr	Direct e mail	22/9/17
26/9/17	Cllr Oskandra McMahon	Wished to speak to Mark Kelly	A Davidson	Call transferred	26/9/17
26/9/17	Cllr Walker	Re Application for funeral Parlour Saintfield	A McAlarney	Msg for Annette to return call	26/7/17
27/9/17	Cllr Andrew McMurray		A McAlarney	Call transferred	27/9/17

CONTACT FROM PUBLIC REPRESENTATIVES – 3 July – 29 Sept 2017

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DATE	CALLER	ISSUE	REFERRED TO	MODE	DATE CLEARED
27/9/17	Cllr Walker	Update requested. And enquiry re meeting to be set up	A McAlarney	Msg for Annette to return call	27/9/17
27/9/17	Cllr Pete Byrne	_____	A Davidson	Email to return call	28/9/17

NORTHERN IRELAND PLANNING STATISTICS

2017/18 FIRST QUARTER STATISTICAL BULLETIN

(April – June 2017: Provisional figures)



Theme: People and Places
Coverage: Northern Ireland
Frequency: Quarterly

Date of Publication: 28th September 2017

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Published by:

Analysis, Statistics & Research Branch
Department for Infrastructure
Room 4.13c, Clarence Court
Adelaide Street, Belfast, BT2 8GB

Statistician: Ian Walsh

Telephone: 028 90540223

Email: stats.planning@infrastructure-ni.gov.uk

Website: <https://www.infrastructure-ni.gov.uk/articles/planning-activity-statistics>



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Any enquiries regarding this document should be sent to us at stats.planning@infrastructure-ni.gov.uk.

Key Points

- There were 3,337 planning applications received in Northern Ireland (NI) during April to June 2017 (Q1), similar to the previous quarter (3,346) but down by 3% on the same period a year earlier. This comprised 3,297 local, 39 major and 1 regionally significant development application.
- During the first quarter of 2017/18, 3,301 planning applications were decided, an increase of nearly 2% over the quarter but a decrease of almost 6% when compared to the same period a year earlier.
- The average processing time for major applications during Q1 was 56 weeks across all councils; an improvement of nearly 10 weeks from the 65 weeks reported for the first quarter last year. This is over 25 weeks longer than the statutory processing time target of 30 weeks, although it is still a relatively early stage in the year.
- The number of local planning applications received was 3,297, similar to the number received in the previous quarter but down by over 3% on the same period a year earlier. Across councils, Belfast City (445), Newry, Mourne and Down (400) and Armagh, Banbridge and Craigavon (387) received the highest number of local planning applications during Q1.
- Across councils it took, on average, just over 15 weeks to process local applications to decision or withdrawal, an improvement of nearly 2 weeks on the same period last year. Five of the eleven councils were within the 15 week target during the first 3 months of 2017/18. The shortest average processing time for local applications across councils was just below 10 weeks in Mid and East Antrim, whilst the longest was nearly 24 weeks in Lisburn and Castlereagh.
- The number of enforcement cases opened in NI was 840, a decrease of 11% on the same period last year. Apart from the 943 cases recorded in Q1 last year, this is still the highest number of enforcement cases opened in any first quarter since 2010/11 when 1,028 cases were opened. Across the councils, Belfast City (127) and Ards and North Down (110) opened the largest number of cases in Q1.
- Across NI, over three quarters (77%) of enforcement cases were concluded within 39 weeks, nearly 7 percentage points above the statutory target but just over 4 percentage points lower than the equivalent period last year. Ten of the eleven councils are on track to meet the target with performance ranging from a high of 96% concluded within 39 weeks in Antrim and Newtownabbey to 57% in Newry, Mourne and Down.
- The NI approval rate for all planning applications for the quarter was 94%, similar to the rates for the previous quarter and a year earlier. First quarter approval rates varied across councils from 89% to 98%.
- The 13 renewable energy applications received was by far the lowest first quarter figure in thirteen years (since 2004/05). Less than one quarter (23%) of these were for single wind turbines, compared with nearly half (48%) a year earlier. The average processing time for renewable energy applications was almost 96 weeks in Q1, over 42 weeks longer than the same period last year.

Introduction

This statistical bulletin presents a summary of Northern Ireland (NI) planning volumes and processing performance for the new district councils, and the Department of Infrastructure, during the first quarter of 2017/18. Note that from the 8th May 2016, Ministerial responsibility for planning transferred from the former Department of Environment to the new Department of Infrastructure (the 'Department') following departmental reorganisation.

Whilst the bulletin and accompanying tables report data for first quarter of 2017/18, the detailed tables also include comparable data from previous years. Commentary will be mainly focussed on changes over the year and changes over the last quarter. Please note that these quarterly figures for 2017/18 are provisional and will be subject to scheduled revisions ahead of finalised annual figures being published in June 2018.

Background

The Planning Act (Northern Ireland) 2011 (the '2011 Act') sets out the legislative framework for development management in NI and provides that, from 1 April 2015, councils now largely have responsibility for this planning function. Planning applications for development categorised as being either major development or local developments are determined by the councils. Responsibility for planning applications for regionally significant development rests with the Department. In addition, the Department retains responsibility for legacy 'Article 31' applications (i.e. Article 31 of the Planning (Northern Ireland) Order 1991).

Furthermore, the Department has the power to 'call in' both major and local development applications from councils, where it so directs, and determine them (see 'User Guidance' for a fuller description of the different planning application types). Responsibility for planning legislation, and for formulating and co-ordinating policy for securing the

orderly and consistent development of land, remains with the Department. Consequently, the responsibility for development management is shared between the 11 new councils and the Department.

The Department will continue to have responsibility for the provision and publication of Official Statistics relating to the overall development management function, including enforcement. The quarterly and annual reports provide the NI headline results split by district council (and the Department where relevant). These data will also provide councils with information on their performance in order to meet their own reporting obligations under the Local Government Act (Northern Ireland) 2014.

Note that whilst pre-transfer activity volumes can be mapped historically to the new organisational areas from which the demands arise, it would not be valid to do the same with performance data as the newly established district councils did not exist, nor do they neatly overlap with the old area planning office jurisdictions.

The first year of data under the new organisational areas was 2015/16, therefore, 2015/16 is regarded as the base year for reporting of performance-related data at council level with comparative trend data building from that point onwards. Whilst historic comparisons of performance at NI level can still be made, it is important to be aware that there have been a number of significant recent changes to the Planning system which will have had an impact. Where relevant these have been highlighted throughout the report.

Statistics included in this report

This bulletin provides an overall view of planning activity across NI. It provides summary statistical information on council progress across the 3 statutory targets for major development applications, local development applications and enforcement cases as laid out in the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015. It

also provides information relating to Departmental performance against quantitative Corporate Business Plan targets.

All of the information underlying the charts and graphs featured in this bulletin are included in accompanying Excel tables (see Appendix 1 for additional 'Definitions' used in these tables). This summary bulletin provides an overview and high level commentary with more details and further analyses available in the Excel tables. Where relevant, some of the more detailed findings may be referred to in the commentary.

Revisions and changes since Quarter 1 2015/16

(i) Major versus local classification - following the publication of the first quarter provisional bulletin in November 2015, a number of planning application classification issues were identified which required further investigation. This led to a number of revisions to the first quarter 2015/16 provisional figures which are reflected in later quarterly bulletins. The validation exercise additionally highlighted some inconsistencies in major and local development classification between the 2015/16 and 2014/15 when the new classification hierarchy was first administratively implemented. It was decided, therefore, that 2015/16, when the classification hierarchy was given full legal effect, would be the base year for future comparisons of major and local development activity. As such, back-comparisons at council level for these application types are not possible.

(ii) 'Discharge of conditions' - whilst forming part of a council's workload, these are not planning applications per se and hence should be excluded from the assessment of target processing performance. This led to some further revisions from the previously released first quarter 2015/16 results. However, whilst there were some small changes to activity volumes, their exclusion did not materially affect average processing times across the vast majority of councils. See 'User Guidance' for further detail on excluded planning activity. Table 9.1, in the accompanying bulletin tables, provides

volumes and processing times for all such 'non-application' workload.

(iii) Legacy versus new council activity – in order to provide additional context around council performance, two additional analyses have been included in the companion tables. Table 8.1 shows the volume of legacy work which each council inherited on 1st April 2015 and to what extent it has since been reducing, while Table 8.2 splits out processing performance for major and local development into legacy versus new council applications. These tables will be retained until the legacy applications become a negligible part of overall council workload.

Future Releases

The next quarterly release is due in December 2017. This will contain planning data up to 30th September 2017 (i.e. for Q2 2017/18).

The next annual report covering 2017/18 is planned for release in late June 2018.

See [Gov.UK Release Calendar](#) for release dates of future publications.

1. Overall NI Planning Activity

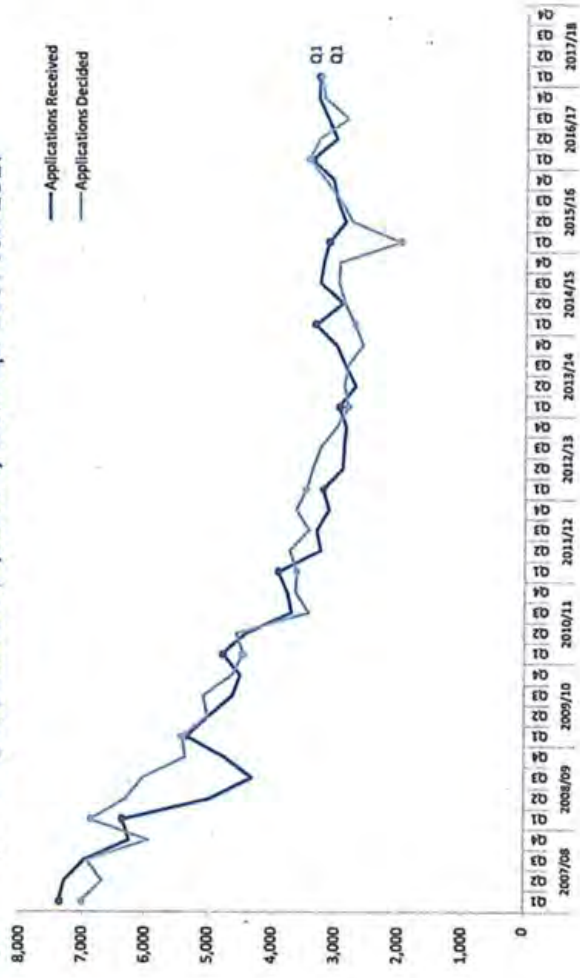
Applications Received

The number of planning applications received in Northern Ireland (NI) by councils and the Department in the period April to June 2017 (Q1), was **3,337**, similar to the previous quarter (3,346) but down by 3.1% on the same period a year earlier (3,442).

The number of planning applications received had generally been on the decline from its peak in 2004/05 up until 2013/14 when it reached its lowest level of the series. The series shows that the number of applications received has been fairly stable for the last six years with small changes quarter on quarter.

Of the 3,337 applications received in Q1 just over three quarters were for full planning permission (75.9%), similar to the position last year (76.5%).

Fig 1.1 NI planning applications, quarterly from Apr 2007 Jun 2017

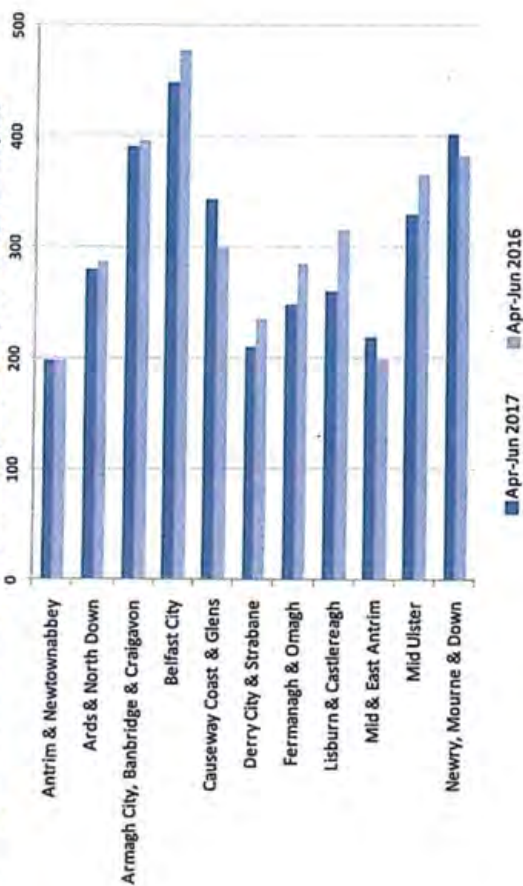


Across NI in Q1, there were 17.9 planning applications received per 10,000 population. This is a stark decline when compared to the 63.7 applications received per 10,000 population in the same quarter of 2005/06, the highest ever received in a quarter.

In Q1, Belfast City council received the most (448) planning applications, followed by Newry, Mourne and Down (402) and Armagh, Banbridge and Craigavon (390); between them accounting for nearly two fifths (37.2%) of all applications received across NI, which was the similar to the position a year earlier. The councils receiving the lowest number of applications were Antrim and Newtownabbey (199), Derry City and Strabane (210) and Mid and East Antrim (220), the same councils as the previous year.

The volume of planning applications received in Q1 decreased in seven of the eleven councils when compared with the same quarter a year earlier. The greatest decreases in percentage terms occurred in Lisburn and Castlereagh (-17.5%), Fermanagh and Omagh (-12.6%) and Derry City and Strabane (-10.6%). Three of the eleven councils recorded increases, these were Causeway Coast and Glens (14.3%), Mid and East Antrim (10.0%) and Newry, Mourne and Down (5.2%). There was no change recorded in Antrim and Newtownabbey.

Fig 1.2 Applications received by council, Q1 2016/17 & Q1 2017/18



At council level, Causeway Coast and Glens (23.9), Mid Ulster (22.7) and Newry Mourne and Down (22.6) received the most planning applications per 10,000 population, whilst Belfast City (13.2), Derry City and Strabane (14.0) and Antrim and Newtownabbey (14.1) received the least. The supporting Excel table provides activity per head of population for each district council.

[Refer to Tables 1.1, 1.2](#)

Applications Decided

The number of planning decisions issued during April to June 2017 was **3,301** representing a small increase of 1.7% over the quarter but a decrease of 5.6% when compared to the same period a year earlier (3,498).

In the first quarter of 2015/16, immediately following the transition of planning authority out to councils, the level of decisions issued dropped

sharply. However, they quickly recovered in subsequent quarters and since then have closely tracked applications received.

Just over three quarters of planning decisions in Q1 (75.9%) were for full planning permission, the same as the proportion of applications received.

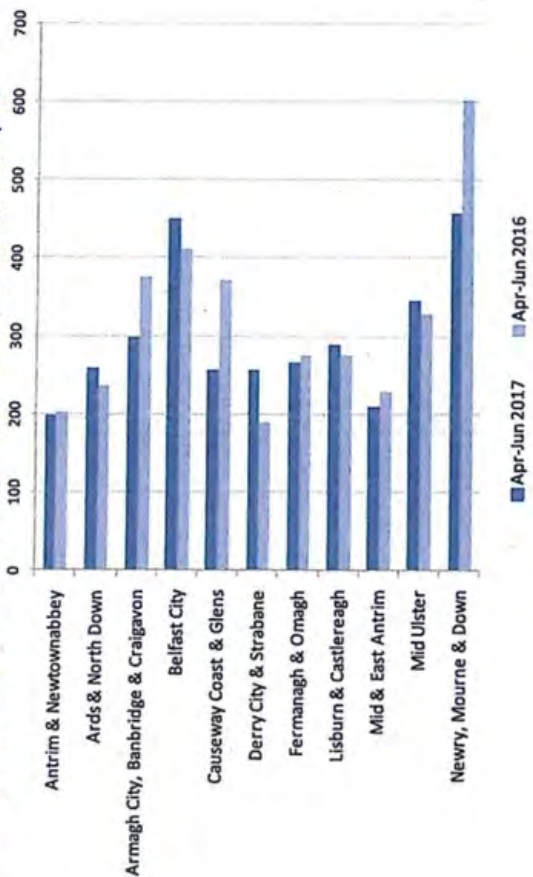
In Q1 2017/18, **158** applications were **withdrawn**, over one tenth more (10.5%) when compared to the same period the previous year (143). Applications can be withdrawn at any stage prior to a decision being made.

Applications Decided by Council

Across councils in Q1, the highest number of decisions were issued from Newry, Mourne and Down (459), Belfast City (451) and Mid Ulster (345). Antrim and Newtownabbey (199) and Mid and East Antrim (211) issued the least.

The number of planning decisions issued across councils in Q1 2017/18 varied when compared to the same period a year earlier. Six of the eleven councils reported decreases over the year. Of these six, there were significant decreases recorded in Newry, Mourne and Down (459), down 23.8% and Causeway Coast and Glens (257), down 30.7%. The remaining five councils reported increases over the same period with Derry City and Strabane reporting the greatest increase (36.5%).

Fig 1.3 Applications decided by council, Q1 2016/17 & Q1 2017/18



Six of the eleven councils issued more decisions than they received during Q1 2017/18, the greatest of these in percentage terms were Derry City and Strabane (+22.9%), Newry, Mourne and Down (+14.2%) and Lisburn and Castlereagh (+11.2%). Refer to Tables 1.1.1, 1.1.2

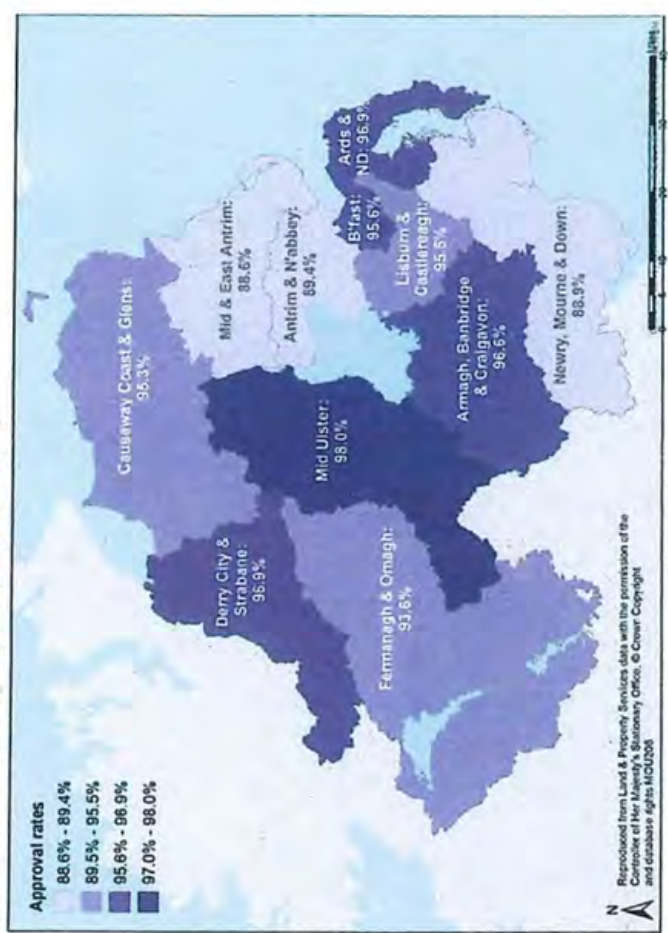
In addition to processing applications, councils deal with a range of other planning related work. For example, during Q1 2017/18, they processed to decision or withdrawal 156 discharge of conditions, 139 non material changes and 113 certificates of lawfulness. When compared to the same quarter a year earlier the numbers processed in all of these areas increased. A further breakdown of these figures is provided in Table 9.1.

Approval Rates

The overall Northern Ireland approval rate for all planning applications for Q1 2017/18 was 94.2%, which was similar to the rates for the previous quarter (94.0%) and the same quarter a year earlier (94.5%). Four out of

the eleven councils had an approval rate which was lower than the overall NI approval rate in Q1 2017/18.

Fig 1.4 Approval rates by council, Q1 2017/18



Planning approval rates varied across councils during Q1 2017/18 from highs of 98.0% in Mid Ulster and 96.9% in both Ards and North Down and Derry City and Strabane to lows of 88.6% in Mid and East Antrim and 88.9% in Newry, Mourne and Down.

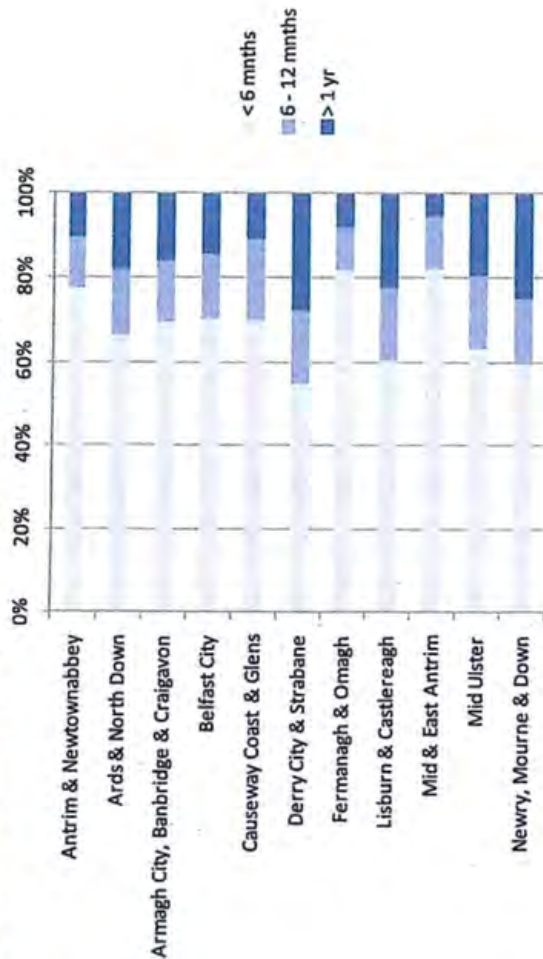
Seven councils reported a decreased approval rate when compared to the same quarter a year earlier. The most notable declines were in Newry, Mourne and Down (dropped by 4.5 percentage points) and Mid and East Antrim (down by 4.4 percentage points). Refer to Tables 1.2

Live applications

At the end of June 2017, there were **6,577** live applications in the planning system across NI, a decrease of 8.2% over the year from 7,163 at the end of June 2016. Nearly 1 out of every 5 live applications in the planning system at the end of June 2017 was over one year old (1,154; 17.5%); this was down 3 percentage points when compared to the end of June 2016 (1,474; 20.6%). [Refer to Table 1.3](#)

Over the last year, eight of the eleven councils reduced the proportion of live cases that are in the system for over a year, with the greatest change in Newry, Mourne and Down (7.7pp). The proportion of applications over a year increased in three councils, with the greatest of these increases in Mid Ulster (+5.7pp). [Refer to Table 1.4](#)

Fig 1.5 Live applications by council at end of Jun 2017

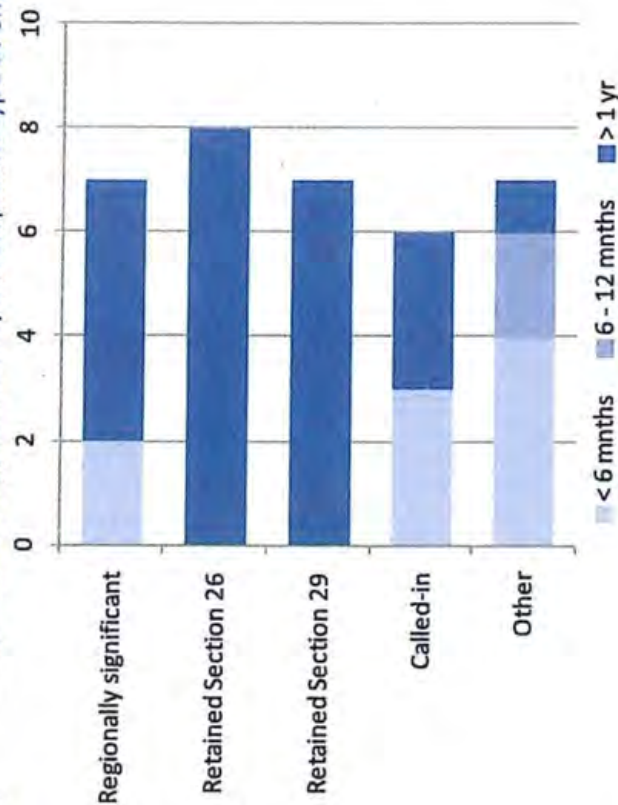


The proportion of live applications over one year old at the end of June 2017 varies across councils as shown in Figure 1.5. Mid and East Antrim had the lowest proportion of cases over one year old (5.1%), followed by Fermanagh and Omagh (8.1%) and Antrim and Newtownabbey (10.3%). Derry City and Strabane had the largest proportion of applications in the system for over a year (27.9%) followed by Newry, Mourne and Down (24.9%) and Lisburn and Castlereagh (22.1%).

2. Departmental Activity

At the end of June 2017, there were **7 ongoing regionally significant development (RSD) applications, 6 called-in; 15 retained applications and 7 other applications**¹. Over two-thirds of these applications (24 of 35) were in the system over a year.

Fig 2.1 Live Departmental applications by development type at end Jun 17



RSD applications are similar to former Article 31 applications in that they will be determined by the Department. These developments have a critical contribution to make to the economic and social success of Northern Ireland as a whole, or a substantial part of the region. They also include

¹ 'Other' applications include Conservation Area Consents, Variation of Conditions and Reserved Matters.

developments which have significant effects beyond Northern Ireland or involve a substantial departure from a local development plan. During Q1 2017/18, the Department received **7 new applications; 1 regionally significant, 2 were called-in and 4 other applications**. This is 5 more than the same period a year earlier (2).

Refer to [Table 2.2](#)

It is a target for the Department to contribute to sustainable economic growth by processing 50% of Regionally Significant Planning Applications to a Ministerial Recommendation within 30 weeks, subject to pre-application discussions having taken place and meeting the requirements of relevant Environmental Legislation.

At the 30 June 2017, of the **7 RSD applications** that were live in the planning system, four were not subject to Pre-Application Discussions and therefore will not fall under the remit of the target. Of the remaining three applications, one was received towards the end of the previous financial year and is still being processed while the other two, due to the requirement for further environmental information (FEI), have had target dates in 2016/17 extended to 2017/18. These will be assessed in future reports once they have been decided or withdrawn, alongside any new applications which may come into scope.

The Department reached **decisions on 8 applications** during the first quarter of 2017/18, 6 more than a year earlier (2). Three decisions were on **called-in applications**, 2 were on **Retained Section 29** (former Non-Article 31) applications, 2 on **other applications** and one **regionally significant application**. Although the regionally significant application had a decision issued during Q1 2017/18, it was processed to Ministerial Recommendation during the previous quarter, within a period of 19 weeks.

There were no applications withdrawn during Q1 2017/18.

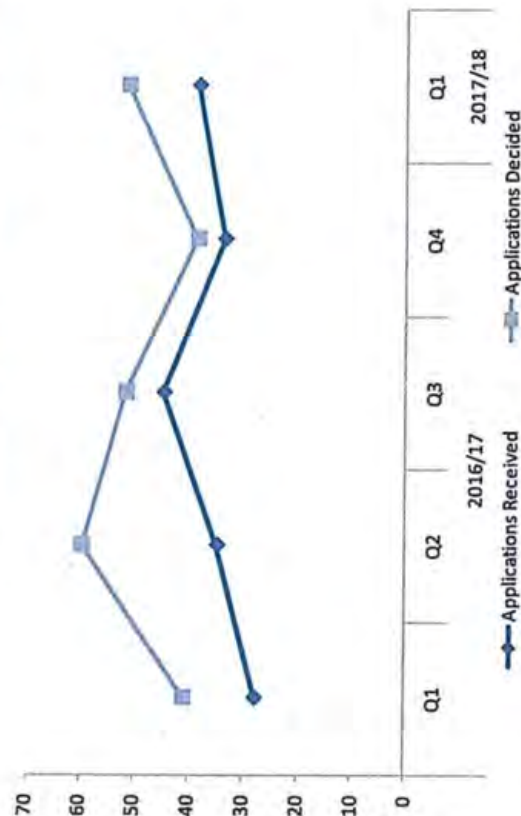
The average processing times during the first three months of the year for the different application types which were processed by the Department to a decision or withdrawal are reported in [Table 2.1](#). Processing times are not highlighted in this commentary due to the very small numbers of applications on which the times are based.

NOTE: In Section 2, processing times for 'Called-In' applications are calculated from the date the application was called in by the Department. This method is only used in Section 2 of the report in order to show Departmental processing performance. All other processing times reported in the publication are based on the date the application is made valid.

3. Major Development Planning Applications

Major Developments have important economic, social and environmental implications. The majority of major applications are multiple housing, commercial and government and civic types of development. The number of **major planning applications received** in NI during Q1 2017/18 was **39**.

Fig 3.1 Major Development applications, quarterly Apr 2016 – Jun 2017



From 1st July 2015, pre-application community consultation became a pre-requisite to a major application. All major applications now go through a minimum 12 week consultation process before being accepted. The impact of this requirement should be borne in mind when considering the longer term trend in major applications received.

Q2 2015/16 had the lowest number of major applications received across the whole series but this can be attributed to the new community consultation requirement. From Q2 2015/16, the number of major

applications received steadily increased quarter on quarter with Q3 2016/17 reporting 45 across Northern Ireland, the highest number since Q1 2015/16. It is likely applications were submitted ahead of the introduction of the community consultation requirement, resulting in an atypically high volume for the series. The number of major applications received in the latest two quarters may now be a sign of these levelling out with 34 applications received in Q4 2016/17 and 39 in Q1 2017/18.

Of the 39 major applications received in Q1, Fermanagh and Omagh (5), Ards and North Down (4), Lisburn and Castlereagh (4) and Mid and East Antrim (4) received the most.

Over the quarter, **52 major** planning applications were **decided** and **6 withdrawn**. At council level, Belfast City (11), Derry City and Strabane (9) and Lisburn and Castlereagh (7) issued most decisions on major applications.

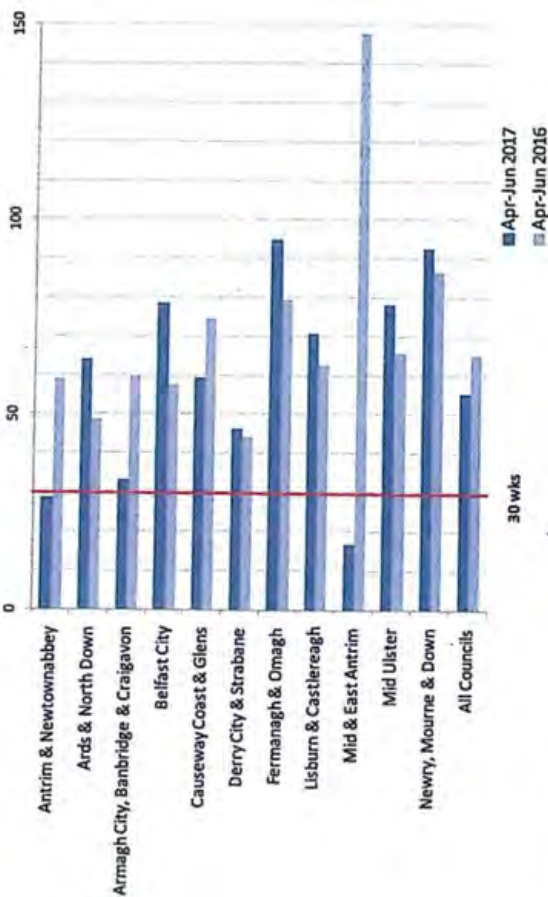
[Refer to Table 3.1](#)

Since Q2 2015/16, the number of planning decisions issued for major applications have exceeded the numbers being received.

It is a statutory target for each council that their major development planning applications will be processed from the date valid to decision issued or withdrawal date within an average of 30 weeks.

Figure 3.2 provides year to date processing times for major applications. During Q1, the **average processing time** to process **major** applications to a decision or withdrawal was **55.5 weeks** across all councils, an improvement of nearly 10 weeks from the 65.2 weeks reported for the same quarter last year. This is still, however, over twenty-five weeks longer than the statutory processing time target of 30 weeks.

Fig 3.2 Major processing times by council, Apr-June 2016 & 2017



It is interesting to note that the year to date (Apr-Jun 2017) average processing time for major applications which were processed entirely by councils (i.e. received post-April 2015) is more than 3 times shorter (40.4 weeks) than for those which had already been partially processed by the Department (133.0 weeks).

Across Northern Ireland in Q1 2017/18, 96.2% of major planning applications decided upon were approved. This is the highest approval rate in any quarter following the transfer of powers in April 2015. Ten councils issued decisions on major applications during the first quarter of the year. In eight out of the ten, 100% of major applications decided upon were approved.

Whilst Fig 3.2 has been provided for completeness, none of the councils had processed a sufficient number of major applications during the first quarter of both the current and previous year to allow any meaningful assessment of their individual performance. Comparison against the target and across councils will become more robust as we get further into the financial year with more applications being processed. With that in mind, it is still worth noting that during the first three months of the year, two of the councils are processing major applications within the 30 week target time while another is very close to it.

[Refer to Table 3.2](#)

A further breakdown of these figures by legacy cases and council received cases is provided in [Table 8.2](#).

4. Local Development Planning Applications

Local Development planning applications are mostly residential and minor commercial applications received and determined by a council. The number of local planning applications received in NI during Q1 2017/18 was 3,297, similar to the number received the previous quarter but down by 3.4% on the same period a year earlier.

Across councils, Belfast City (445), Newry, Mourne and Down (400) and Armagh, Banbridge and Craigavon (387) received the highest number of local planning applications during Q1. These councils also received the highest number of applications in the previous year.

In eight of the eleven councils, the number of local applications received in Q1 2017/18 was lower than during the same period a year earlier. The decrease over the year is largely attributable to the decreases in Lisburn and Castlereagh (-56 applications), Fermanagh and Omagh (-39) and Mid Ulster (-36) alongside other smaller decreases. The overall decrease over the year was slightly offset by an increase in Causeway Coast and Glens (+43).

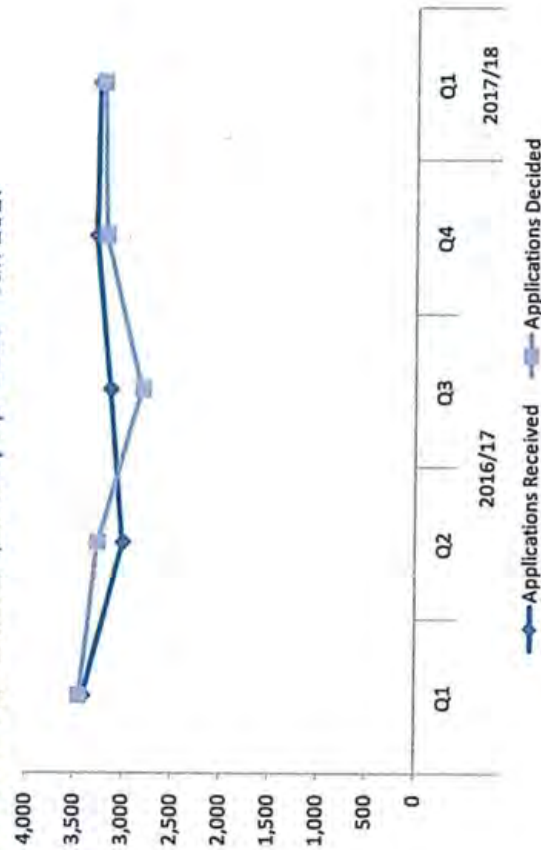
The number of local applications decided in Q1 2017/18 was 3,248, an increase of 1.2% over the quarter but down by 6.0% when compared to the same period a year earlier.

In the first quarter of 2015/16, immediately following the transition of planning functions to councils, the number of decisions reached on local planning applications was considerably lower than the number of applications being received. Moving through 2015/16, the number of applications decided each year increased considerably narrowing the gap significantly between the numbers received and the numbers decided.

In Q4 2015/16, the number of applications decided exceeded the number received for the first time in the series and this continued to be the

situation in the first two quarters of 2016/17. From the end of 2016/17, the numbers of local applications received each quarter has been slightly higher than the number decided. See Fig 4.1.

Fig 4.1 Local applications, quarterly Apr 2016 – Jun 2017



During Q1 2017/18, Newry, Mourne and Down (454), Belfast City (440) and Mid Ulster (345) issued the most local decisions across councils, partly reflecting the high volumes of such applications received.

Six of the eleven councils issued fewer decisions on local applications during Q1 than they did during the same period a year earlier. Of these six, Causeway Coast and Glens decreased by 31.1% (from 367 to 253 decisions), Newry, Mourne and Down decreased by 23.4% (from 593 to 454 decisions) and Armagh, Banbridge and Craigavon fell by 20.8% (from 370 to 293 decisions).

Over the quarter, there were 152 local applications withdrawn across NI, this ranged from 20 applications withdrawn in both Derry City and Strabane and Newry Mourne and Down to 6 in Mid and East Antrim.

[Refer to Table 4.1](#)

It is a statutory target for each council that their local development planning applications will be processed from the date valid to decision issued or withdrawal date within an average of 15 weeks.

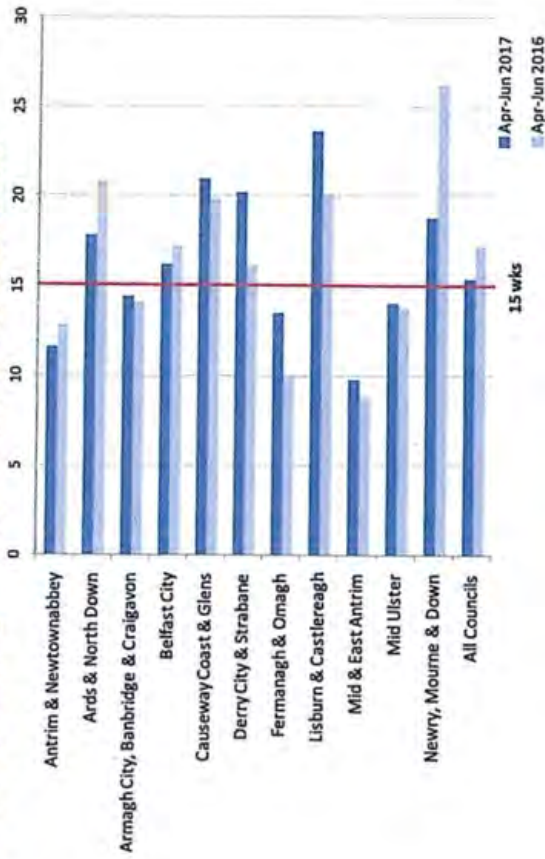
During Q1 2017/18, the average processing time to bring local applications to decision or withdrawal was 15.4 weeks across all councils, an improvement of nearly 2 weeks on the average time taken in the same period last year (17.2 weeks).

The shortest average processing time for local applications during the first three months of 2017 was 9.8 weeks in Mid and East Antrim (based on 209 local applications decided and 6 withdrawn) whilst the longest was 23.6 weeks in Lisburn and Castlereagh (based on 282 local applications decided and 18 withdrawn). Five of the 11 councils, namely Mid and East Antrim (9.8), Antrim and Newtownabbey (11.6), Fermanagh and Omagh (13.5), Mid Ulster (14.0) and Armagh City, Banbridge and Craigavon (14.4) were within the 15 week target at the end of June 2017.

Processing times in seven of the eleven councils increased during Q1 2017/18 when compared to the same period a year earlier. The greatest of these increases was in Derry City and Strabane, taking just over 4 weeks longer to process local applications in Q1 2017/18, and in Fermanagh and Omagh and Lisburn and Castlereagh where the average processing time increased by 3.5 weeks. Over the last year, the most notable change in local processing times was achieved in Newry Mourne and Down which improved its performance by more than 7 weeks from 26.2 weeks in Q1 2016/17 to 18.8 weeks in Q1 2017/18.

[Refer to Table 4.2](#)

Fig 4.2 Local processing times by council, Apr-Jun 2016 & 2017



A further breakdown of these figures by legacy cases (those applications received prior to transition of planning powers) and council received cases is provided in [Table 8.2](#).

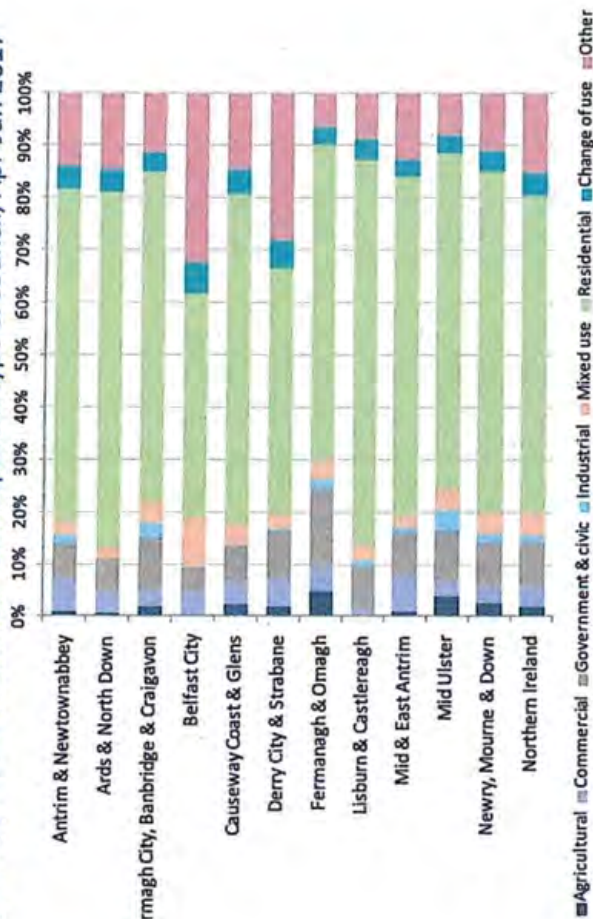
It is worth noting that the processing time for local applications in Q1 2017/18 which were processed entirely by councils (i.e. received post-April 2015) is nearly 9 times shorter (15.2 weeks) than for those which had already been partially processed by the Department (133.8 weeks).

Across Northern Ireland, 94.2% of local planning applications decided upon were approved in Q1, similar to the rate for the same period last year (94.5%).

5. Development Type

Generally the majority of planning applications received are for residential development. During Q1 2017/18, residential applications made up 60.9% of all Northern Ireland planning applications received, down by 1.6pp from the same period last year (62.6%). Fig. 5.1 illustrates the profile of development happening across councils and at the regional level.

Fig 5.1 Applications received - development type & council, Apr-Jun 2017



During Q1 2017/18, in Lisburn and Castlereagh more than seven out of every ten applications received (73.8%) were for residential development, compared to just over four in every ten in Belfast City (42.9%).

Belfast City (32.6%) and Derry City and Strabane (28.1%) receive a much higher proportion of applications in the 'Other' category. See Appendix 1 – 'Definitions' for a description of the types of applications included in these categories.

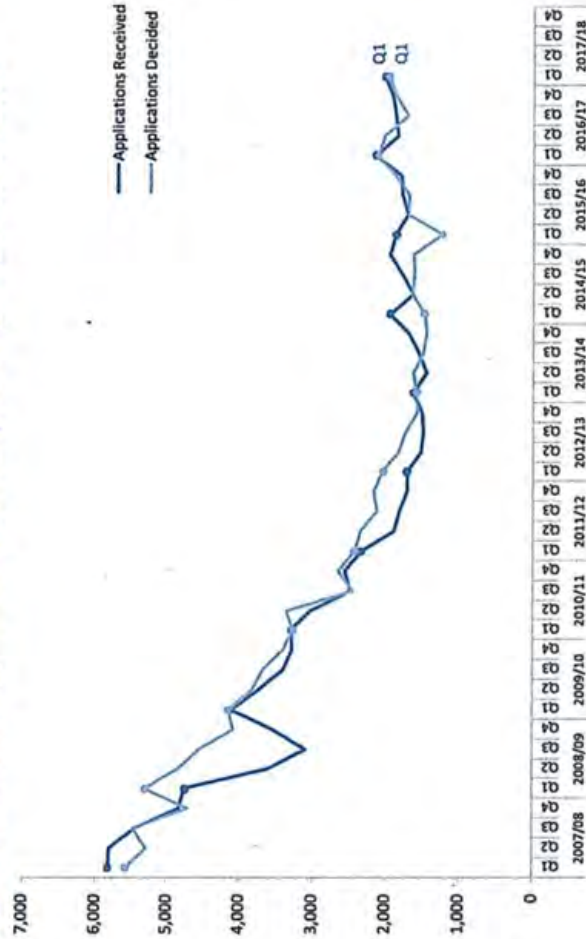
At NI level, the overall number of planning applications decreased by 3.1% in Q1 when compared to the same period a year earlier. This decrease was driven by a decrease of 5.6% in the number of 'residential' applications received (down from 2,153 to 2,033).

[Refer to Table 5.1, 5.2](#)

Residential applications

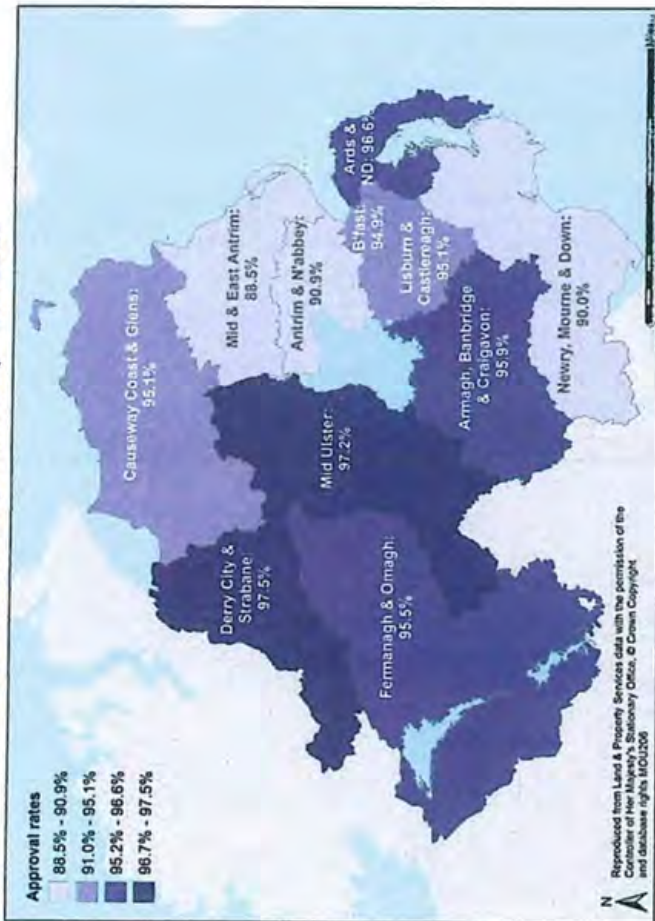
The overall number of residential planning applications received in total for Northern Ireland in Q1 2017/18 was 2,033, an increase over the quarter of 5.8% but a decline of 5.6% on the same period a year earlier.

Fig 5.2 NI Residential applications, quarterly from April 2007 to Jun 2017



[Refer to Table 5.3](#)

Fig 5.3 Residential approval rates by council Apr-Jun 2017



The Northern Ireland approval rate for residential planning applications in Q1 2017/18 was 94.3%, lower than the rate for the previous quarter (95.8%) but similar to the same period in the previous year (94.7%).

Approval rates for residential planning applications varied across councils in Q1 with highs of 97.5% in Derry City and Strabane and 97.2% in Mid Ulster, to 88.5% in Mid and East Antrim.

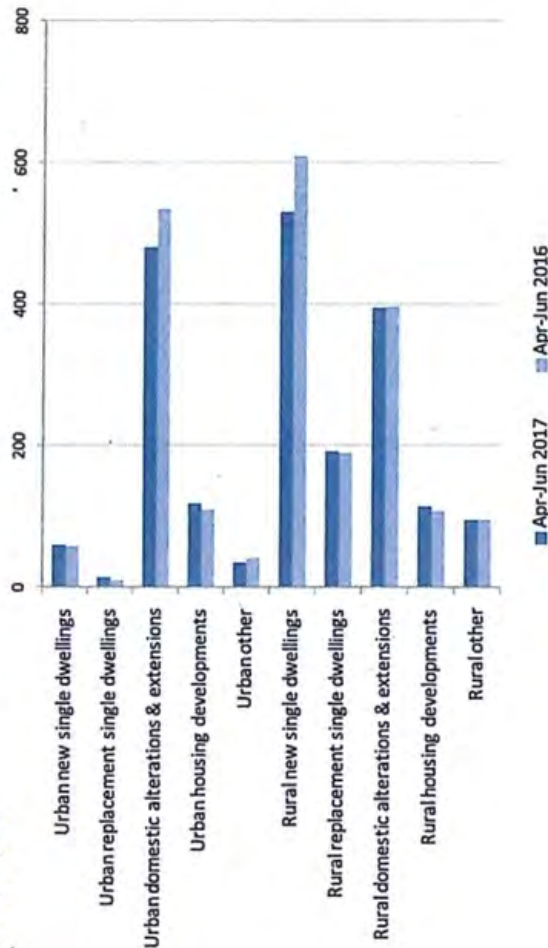
Approval rates for residential planning applications declined in six of the eleven councils over the year with Mid and East Antrim approval rates dropping by 5.6pp over the year (from 94.0% to 88.5%).

During Q1, there were 83 residential applications withdrawn, similar to the numbers withdrawn in the previous quarter (84) but ten fewer than the same period a year earlier (73). Refer to [Table 5.4](#)

Across urban areas (in settlements greater than 5,000 population), the number of residential applications received in Q1 increased by 8.3% over the latest quarter but decreased by 6.5% when compared to the same period a year earlier. In rural areas within settlements of less than 5,000 population, there was also increase over the quarter (4.9%) and a fall over the year (3.8%). It was similar in the open countryside, where residential applications increased over the quarter (4.4%) but declined over the year (5.4%).

Fig 5.4 shows a breakdown of the type of residential applications received. Urban is based on areas with settlements greater than 5,000 population while rural is a combination of settlements below 5,000 population and open countryside.

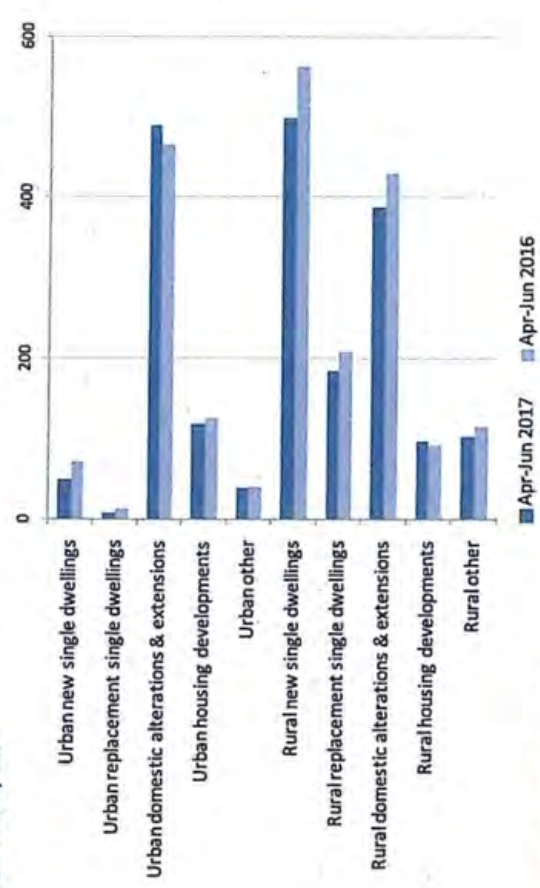
Fig 5.4 NI Residential applications received by urban/rural, Q1 2016/17 & Q1 2017/18



New single dwellings in rural areas (531) and alterations/extensions in urban areas (479) continue to dominate, together making up nearly half of (49.7%) of all residential applications received during Q1. The decrease over the year in the number of residential applications received (5.1%) was driven by the decreases in the number of **new single dwellings**, down 11.4% from 667 to 591 applications and **domestic alterations and extensions**, down 6.1% from 931 to 874 applications.

Decisions on residential applications decreased over the year by 7.1% (from 2,125 to 1,974), with the largest decrease (64 applications) recorded in the number of applications decided for **rural new single dwellings** which is in line with the volume of such applications received.

Fig 5.5 NI Residential applications decided by urban/rural, Q1 2016/17 & Q1 2017/18



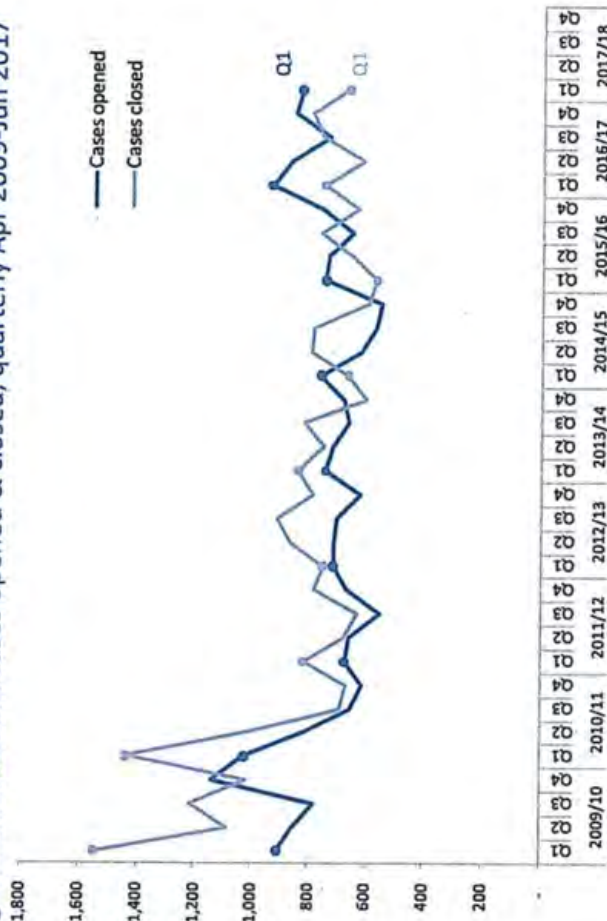
[Refer to Table 5.5](#)

6. Compliance and Enforcement Activity

The number of **enforcement cases opened** in Northern Ireland during Q1 of 2017/18 was **840**, a decrease of 10.9% compared to the same period a year earlier. Apart from the 943 cases opened in Q1 last year, this is still the highest number of enforcement cases opened in any first quarter since 2010/11 when 1,028 cases were opened.

Across the councils, Belfast City (127) and Ards and North Down (110) opened the largest number of cases in Q1, whilst Derry and Strabane (49) and Mid and East Antrim (50) opened the least amount of cases.

Fig. 6.1 Enforcement cases opened & closed, quarterly Apr 2009-Jun 2017



The number of **enforcement cases closed** during Q1 2017/18 was **674**, a 10.8% decrease on the number of cases closed in the same quarter of the previous year.

Belfast City (105) and Causeway Coast and Glens (89) closed the highest number of cases in the first quarter of 2017/18 whilst Mid and East Antrim (33) and Derry City and Strabane (39) and closed the least.

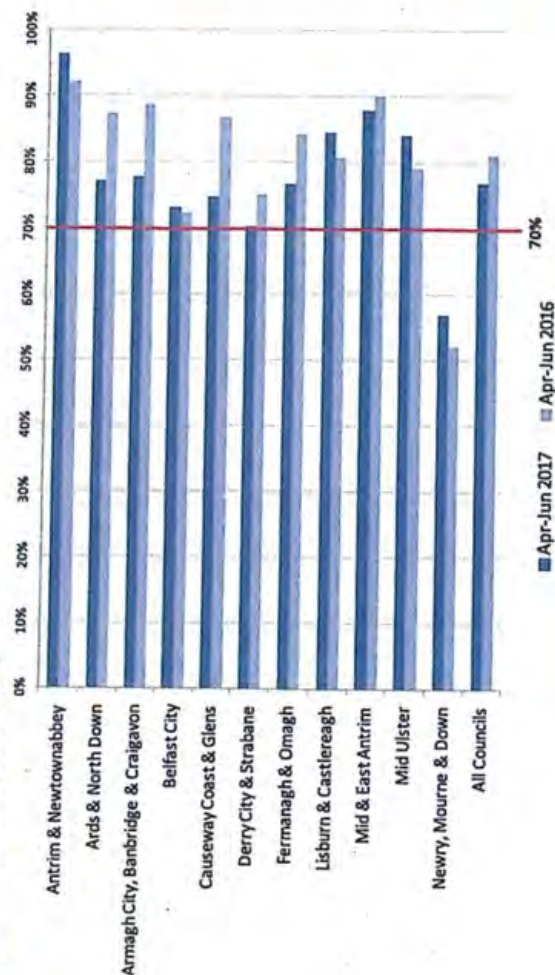
Of the **674** enforcement cases closed in Q1 2017/18, the two main reasons accounting for almost two thirds of cases were that no breach had actually occurred (31.9%) and that cases had been remedied or resolved (31.0%).

[Refer to Table 6.1](#)

It is a statutory target that 70% of all enforcement cases dealt with by councils are progressed to target conclusion within 39 weeks of receipt of complaint.

Across Northern Ireland, **over three quarters (76.9%)** of enforcement cases were concluded within 39 weeks. This was nearly 7 percentage points above the statutory target but 4.2 percentage points lower than for the equivalent quarter last year.

Fig. 6.2 Percentage of cases concluded within 39 weeks by council, Q1 2016/17 & Q1 2017/18



Ten of the eleven councils are on track to meet the target with highs of 96.3% concluded within 39 weeks in Antrim and Newtownabbey followed by Mid and East Antrim (87.9%) and Lisburn and Castlereagh (84.4%). Only Newry, Mourne and Down (57.0%) are currently below the target level, although this percentage is an improvement of nearly 5 percentage points on Q1 last year.

[Refer to Table 6.2](#)

During Q1 2017/18, there were **12 prosecutions** initiated, similar to the number initiated in the equivalent quarter of the previous year (14). Whilst this figure is markedly lower than the Q1 series peak of 54 prosecutions in 2010/11, it is three times higher than the Q1 series low of 4 prosecutions in 2015/16.

Between April and June, three of the eleven councils initiated prosecutions, with Fermanagh and Omagh and Mid Ulster both initiating 5. These two councils accounted for more than four out of five (83.3%) of prosecutions initiated during the quarter. There was only one conviction during the same period, recorded in Mid Ulster.

[Refer to Table 6.3](#)

The number of **live enforcement cases** at the end of June 2017 was **3,488**, 15.2% more than at the same time last year. The number of cases over **two years old** stood at **887**, accounting for just over a quarter (25.4%) of all live cases. The proportion of live enforcement cases in the planning system for more than two years, which although remaining relatively static since 2014/15, does show a very slight downward trend.

[Refer to Table 6.4](#)

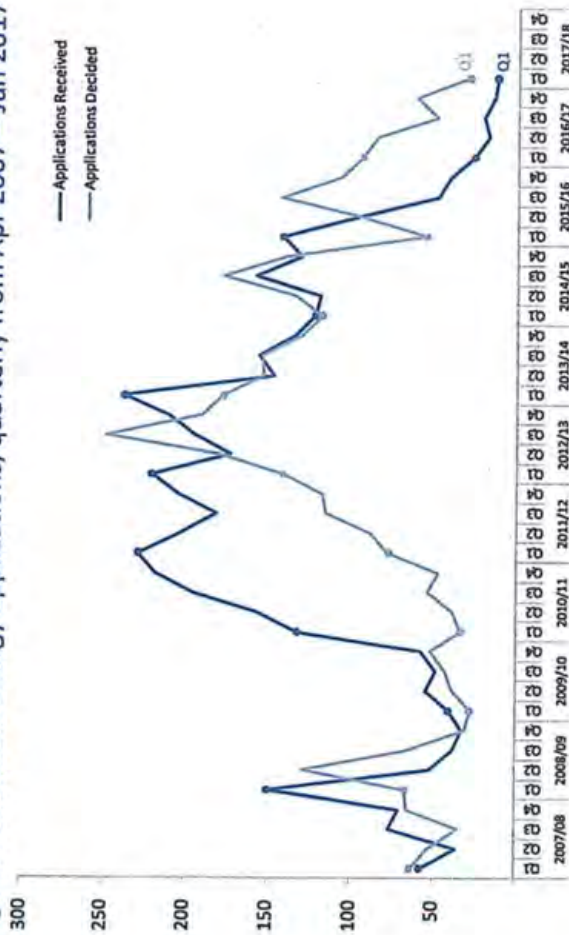
Across the councils, Newry, Mourne and Down had the largest number of live cases at the end of June 2017 (768) and the highest proportion in the system for over 2 years (41.7%). Mid and East Antrim had the smallest number of cases (138) with 8.0% of them being in the system for over 2 years. The number of live enforcement cases increased over the year in nine of the eleven councils, with the greatest percentage increases in Ards and North Down (32.8%) and Newry, Mourne and Down (27.2%).

[Refer to Table 6.5](#)

7. Renewable Energy (RE) Activity

The overall number of **renewable energy applications received** in Q1 2017/18 was **13**, the lowest first quarter figure since 2004/05 (also 13), and this represented a **51.9%** decrease in received applications from the same period a year earlier (27). The number of applications received during April to June peaked in 2013/14 with 238 applications. It is likely that the high levels at this time were driven by the NI Executive's targets for electricity consumption from renewable sources, with a target of 20% to be achieved by 2015, and 40% by 2020. This continuing sharp decline in recent years (a **94.5%** decrease from Q1 peak of 238 to 13 applications in Q1 2017/18) may be partly due to a reduction in government funding available, as well as a lack of capacity on the power grid to allow for new connections.

Fig 7.1 Renewable Energy applications, quarterly from Apr 2007 – Jun 2017



The number of applications **decided** between April and June 2017 was **30**, a decrease of **68.4%** when compared to the previous year (95) and down

by over four fifths (83.1%) when compared to the series first quarter peak of 178 applications decided in Q1 of 2013/14. During the first quarter of 2017/18, the average processing time for these applications was 95.7 weeks across NI, nearly 43 weeks longer than the equivalent quarter last year (53.1 weeks).

Up until last year, single wind turbines had dominated renewable energy applications. However in Q1 of 2017/18, less than one quarter (23.1%) of renewable energy applications were for single wind turbines (3 of 13) with a much more even spread now evident across the various renewable application types. This contrasts with the same period last year when nearly half of all renewable energy applications were for single wind turbines (13 of 27). [Refer to Table 7.1, 7.2](#)

Fig 7.2 RE applications received by authority, Q1 2016/17 & Q1 2017/18

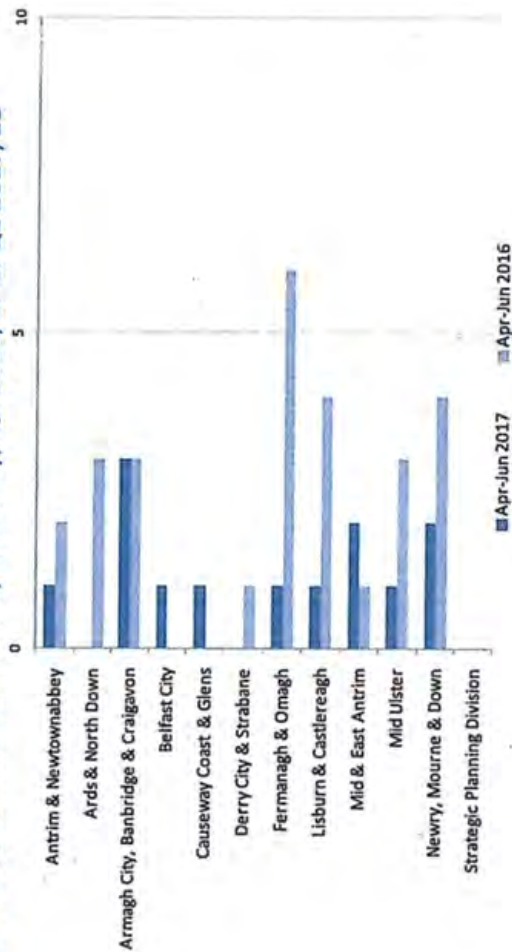
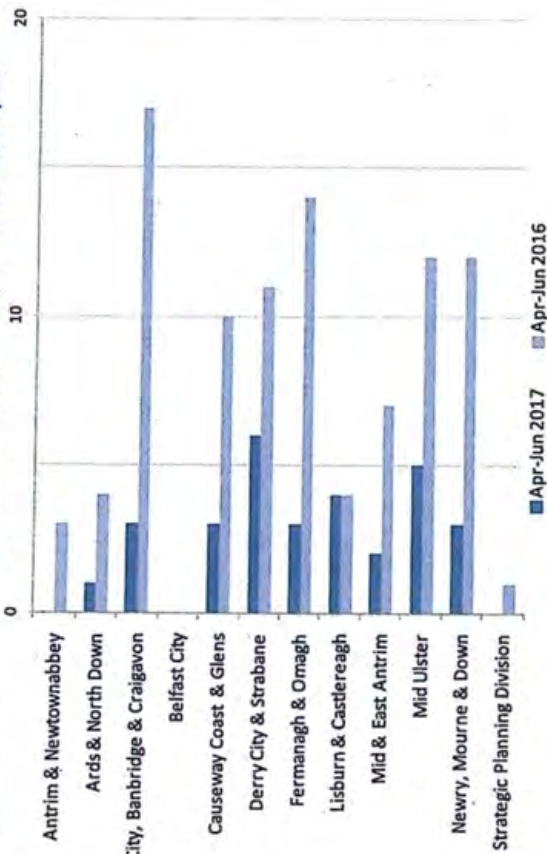


Figure 7.2 shows the spread across councils with Armagh, Banbridge and Craigavon receiving the most renewable applications (3) closely followed by Mid and East Antrim and Newry, Mourne and Down (both 2).

Of the 30 decisions issued in the first quarter of 2017/18, almost three fifths (17) were for single wind turbines. Derry City and Strabane issued the most renewable energy decisions (6), followed by Mid Ulster (5). This is a marked decrease from the 95 decisions issued in the same period a year earlier – see Figure 7.3 for the full breakdown.

Fig 7.3 RE applications decided by authority, Q1 2016/17 & Q1 2017/18

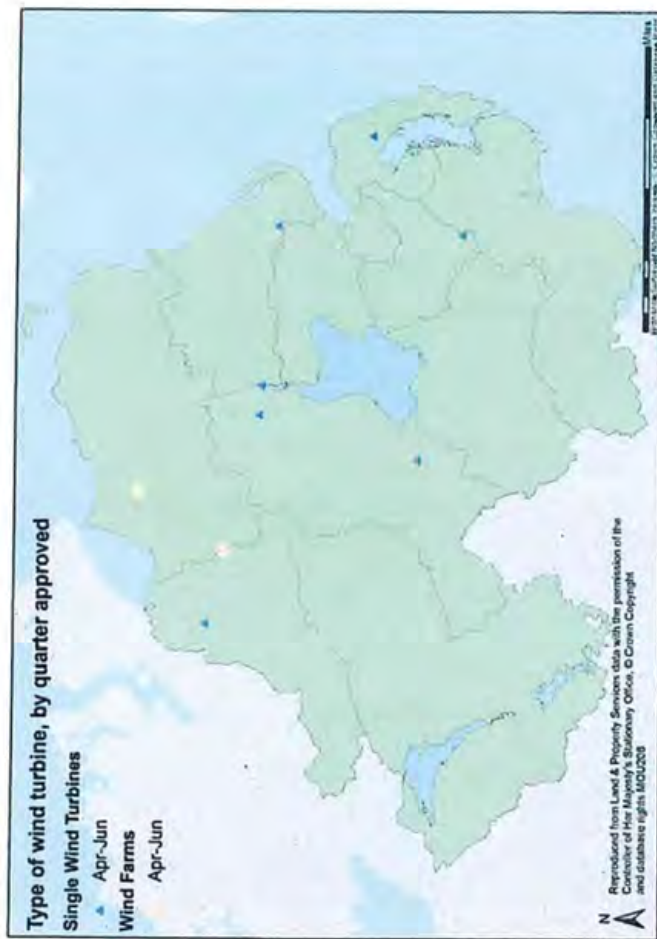


Twelve renewable energy applications were withdrawn during Q1, 13 fewer than the same period last year, with Newry, Mourne and Down (4) recording the most across councils.

At the end of June 2017, there were **115 live renewable energy applications**, with over seven out of ten of these (72.2%) being in the planning system for over a year. These largely comprised of 58 single wind turbines, 18 wind farms, 15 biomass/anaerobic digesters, and 12 for hydroelectricity. The number of live renewable energy applications was down by almost a fifth (18.4%) when compared with end of March 2017, while the proportion of applications in the system for over a year has decreased by just over 2 percentage points over the same period.

The overall NI approval rate for renewable energy was **60.0% in Q1 of 2016/17**, the lowest first quarter approval rate of the series. This figure is down by over 12.6 percentage points from the 72.6% recorded at the same point a year earlier.

Fig 7.4 Location of approved wind energy applications by council, Q1 2017/18



Refer to [Table 7.3](#), [7.4](#)

Interactive maps have been developed for renewable energy planning applications by the Northern Ireland Neighbourhood Information Sharing (NINIS) team. These maps are held on the [\(NINIS\) website](#) and direct links can be found below:

- [Single Wind Turbines](#)
- [Wind Farms](#)
- [Solar Farms](#)

User Guidance

Notes on Data Source and Quality

The records of all planning applications from 1st April 2017 to 30th June 2017 were transferred in July 2017 from a live database. This included all live planning applications in the Planning Portal. The data were validated by Analysis, Statistics and Research Branch (ASRB) which involved quality checks and inspection of coding of classifications in the Planning Portal. Local councils were provided with their own headline planning statistics before the release of this publication as part of the quality assurance process. On completion of ASRB and council validation, a final extract was taken at the end of August 2017. Quarterly data for 2017/18 are regarded as provisional and will remain this status until the annual report for 2017/18 is published in June 2018.

Users should be aware that quite a number of structural changes have been made to the Planning Portal and associated processes, in order to comply with new planning legislation and it will inevitably take time for these to become properly embedded.

Regionally Significant / Major / Local Development Applications after 1st April 2014

Note that a new classification hierarchy of development for planning application came into effect on 1st April 2014, on an administrative basis, with the introduction of the following new categories – regionally significant, major and local development. The hierarchy was subsequently placed on a statutory basis in line with the transfer of planning functions to the new district councils on 1st April 2015. It should be noted that there are some differences between the initial administrative hierarchy classifications in place from 1st April 2014 and the final classifications set out in the Planning (Development Management) Regulations (Northern Ireland) 2015 (S.R.2015 No.71).

Regionally significant developments (RSD) are similar to former Article 31 applications in that they will be determined by the Department. These developments have a critical contribution to make to the economic and social success of Northern Ireland as a whole, or a substantial part of the region. They also include developments which have significant effects beyond Northern Ireland or involve a substantial departure from a local development plan. Applications for these development proposals will be submitted to and determined by the Department. However, the thresholds for RSD may mean that applications which may have previously been dealt with by the Department will now be classified as major development and thus determined by the relevant council. Like major applications, RSD proposals will be subject to pre-application consultation with the community.

Major developments have important economic, social and environmental implications for a council area. The majority of applications for major developments will be dealt with by councils under the new planning system and will be subject to pre-application consultation with the community.

Local developments will comprise of all other developments (other than permitted development) that do not fall within the classes described for major or for regionally significant developments. They comprise of the vast majority of residential and minor commercial applications to be received and determined by a council.

Departmental activity

Retained Section 26 (former Article 31) applications are Major applications being processed by the Department as Article 31 (under the Planning (NI) Order 1991) and, where a decision had not issued before 1 April 2015, which will now be determined under Section 26 of the Planning Act (NI) 2011.

Retained Section 29 (former non Article 31) applications are those being dealt with by the Department's Strategic Planning Division which were close to determination at 1 April 2015 and which were retained for determination as if the Department had called them in under Section 29 of the Planning Act (NI) 2015.

Called-in applications are those initially made to councils where the Minister/Department directs that these should fall to the Department for determination.

It should be noted that in Section 2 of this report, processing times for 'Called-In' applications are calculated from the date the application was called in by the Department. This method is only used in Section 2 of the report in order to show Departmental processing performance. All other processing times reported in the publication are based on the date the application is made valid.

Appeals

All applicants of a planning application have the right to appeal a decision or the conditions attached to a decision. The statistics reflected in this publication only reflect the original decision and not any subsequent decision on appeal.

Enforcement Activity

Compliance and enforcement are important functions of the planning system. The summary data presented in this report and accompanying Excel tables covers enforcement cases opened, enforcement cases closed, court action taken and the live caseload as at the end of the quarter. Cases may be closed for a variety of reasons:

- case has been remedied or resolved (the breach may have been removed or amended accordingly);
- planning permission has been granted (so no breach has occurred); it would not be expedient to take further action;
- no breach has actually occurred; the breach may be immune from enforcement action (it may be outside the time limit in which to initiate action);
- Or an application has been allowed on appeal or indeed the notice has been quashed.

The time taken to conclude an enforcement case is calculated from the date the complaint is received to the earliest date of the following:

- a notice is issued;
- legal proceedings commence;
- a planning application is received;
- the case is closed.

Please note that the number of cases closed is not a sub-set of the number of cases concluded in that period - cases that are concluded in any given period may not be closed until subsequent periods, and cases that are closed in any given period may have been concluded in previous quarters.

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.

Processing Times

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 average processing time is the median. The median is determined by sorting data from its lowest to highest values and then taking the data point in the middle of the sequence. The median is used because some planning applications can take several years to reach a decision. As a consequence, these extreme cases (outliers) inflate the mean and the result is that the mean may not be considered as 'typical'. Therefore the median may be taken to better represent the 'average' or 'typical' processing time.

Geographical Classification

The method of classifying the urban and rural marker has been updated to reflect the latest NISRA guidance using the 2015 Settlement limits: <http://www.nisra.gov.uk/archive/geography/settlement15-guidance.pdf>. This method is preferred to the previous method as it more accurately considers which of the 8 Settlement bands fall into mainly urban or rural areas. The limitation of the previous method was that all settlement bands were classified as urban. Under the new method it is recognised that smaller settlements are more rural than urban in character and should be distinguished as such. Presently the mid-point of the application polygon is used to assign urban and rural bandings.

From Q2 2016/17, an additional split has been provided reporting separately rural settlements with populations of less than 5,000 people. In addition to that 'housing developments' and 'other' residential applications have been included within the urban and rural breakdowns.

If users want to compare this information with information published before 2015/16 the 'housing developments' and 'other' residential applications should be excluded first; the next step to obtain a

comparative figure would be to add 'Urban settlements' (>=5,000 people) and 'Rural settlements' (<5,000 people) together.

From 2015/16 the Urban/Rural data reported in this bulletin is based on the recommended NISRA definition. To obtain rural figures in line with the NISRA definition users should add 'Rural Settlements' and 'Countryside' together.

The method of classifying the Parliamentary Constituencies is based on the x and y co-ordinates as recorded on the planning application in conjunction with Westminster Parliamentary Constituency boundaries (2008).

Note on Exclusions:

Certificates of Lawful Use or Development (CLUDs)

Certificates of Lawful Use or Development (CLUDs), either proposed or existing, have not been included in the Official Statistics bulletin since 2012/13. These are not actually applications for planning permission. A council will issue a CLUD if it is satisfied that a particular development is lawful within the provisions of planning legislation. Examples include proposed extensions, which fall within the provisions of the Planning (General Permitted Development) Order (Northern Ireland) 2015 for permitted development and do not require planning permission, or uses that have become lawful due to the length of time they have been in existence.

Tree Preservation Orders (TPOs)

While applications for planning permission and other consents were included in the operational statistics produced prior to transfer, Tree Preservation Orders (TPOs) were excluded. In the interests of consistency TPOs will also be excluded from the new operational statistics.

Non Material Changes (NMCs)

Applications for a Non Material Change (NMCs) to an existing planning permission are provided for under the 2011 Act, but they are not planning applications. There is no requirement to advertise or consult on NMCs.

Pre-Application Discussions (PADs)

Pre-Application Discussions (PADs) are not provided for in planning legislation and councils may adopt different approaches in relation to these, as may the Department.

Proposal of Application Notices (PANs)

Proposal of Application Notices (PANs) are provided for under Section 27 of the 2011 Act, but they are not planning applications. They are essentially advance notices of major/RSD planning applications and detail how a developer proposes to engage with the community. A major/RSD development planning application cannot be submitted without a PAN having been issued, community consultation undertaken and a report prepared and submitted with the application by a developer.

Discharge of Conditions (DCs)

It will be necessary to seek to discharge a condition where planning approval has been granted and a condition has been attached to the decision which requires the further consent, agreement or approval of the council (or the Department).

Further Information

Information and statistics for the other devolved administrations and Republic of Ireland can be found at the following links.

England:

<https://www.gov.uk/government/collections/planning-applications-statistics>

Scotland:

<http://www.gov.scot/Topics/Statistics/Browse/Planning>

Wales:

<http://gov.wales/topics/planning/planningstats/development-management-quarterly-survey/?lang=en>

Republic of Ireland:

<http://www.cso.ie/en/statistics/construction/>

Building Control (LPS Starts and completions):

<https://www.finance-ni.gov.uk/topics/statistics-and-research/new-dwelling-statistics>

Housing bulletin DSD:

<https://www.communities-ni.gov.uk/topics/housing-statistics>

Appendix 1 – Definitions

The Statistical Categories referred to in Section 5 and Excel Table 5.1 are defined below.

Agricultural

These include agricultural buildings or structures for the storage of slurry and/or manure, agricultural glasshouses, stables and livery yards and infilling of land for agricultural purposes.

Commercial

These include food supermarkets and superstores, non food retailing, major retail developments exceeding 1000 sq m, alterations, extensions and improvements to buildings used for retailing, retail warehouses, clubs, post offices, factory outlets, petrol stations, offices, purpose built office developments, restaurants, car parking, and motor vehicle display, hire, repair or sale.

Government and Civic

These include police stations, coastguard stations, civic amenity sites, recycling centres, schools and colleges, hospitals, clinics, other medical establishments including surgeries and dental practices, 'Hard infrastructure' facilities such as roads, water mains, water treatment works, trunk sewers, waste water treatment works and natural gas pipelines. Also includes recreational facilities, including indoor and outdoor sports facilities, and swimming pools and renewable energy applications, including wind turbines, wind farms, solar panels, biomass burners, hydroelectric schemes etc. Note that this category also includes non public sector applications related to the above topics.

Industrial and Manufacturing

These include factories, warehousing, light and general industrial floor space, quarries, sand and gravel extraction and fuel depots.

Mixed Development

These include applications for mixed development incorporating a number of development types such as residential, retailing, offices, community and leisure.

Residential

These include housing developments (incorporating a mixture of house types and apartments), purpose built apartment developments, sheltered housing schemes, single dwellings including dwellings on farms, holiday chalets, caravans and mobile homes, alteration, extension or improvement of existing dwellings, residential homes or nursing homes, hotels or motels.

Change of Use

These include applications for a change in the use of land or buildings including changes to residential, retailing, offices, community or leisure uses.

Other types of application

All other types of applications not mentioned above are put into the 'Other' category but mainly comprise 'Works to Facilitate Persons Who Are Disabled', 'Advertisements', and 'Listed Buildings'.

The application types referred to in Excel Table 5.6 are defined below.

Outline permission

An application for outline planning permission can be used to ascertain whether a proposed development is acceptable in principle. This usually means that detailed drawings are not needed. However, the council or, as the case may be, the Department, may, in certain circumstances, require the submission of additional information or insist that an application for full planning permission be submitted.

Full permission

An application for full planning permission requires the submission of all details of the proposal. This type of application would be appropriate, for example, if the erection of new buildings is proposed and / or if a change of use of land or buildings is proposed.

Approval of Reserved Matters

If outline planning permission is granted, then a subsequent application and approval relating to the siting, design, external appearance, means of access and landscaping details, known as 'reserved matters', will be required before building work can commence. The reserved matters application must be consistent with the outline planning permission and take into account any conditions that have been attached to it. If the development proposal changes, then it may be necessary to submit a new planning application.

Consent to Display an Advertisement

Advertisement consent is normally required to display an advertisement, particularly large signs and illuminated adverts.

Listed Building Consent

Works that would affect the character of a listed building need listed building consent. This includes work to the internal or external fabric of the building or any demolition. It should be noted that the requirement for Listed Building Consent is in addition to any requirement for planning permission for works to a listed building.

Conservation Area Consent

Works that would entail the full or partial demolition of a non-listed building in a conservation area need conservation area consent. It should be noted that the requirement for Conservation Area Consent may be in addition to any requirement for planning permission.

Hazardous Substances Consent

The Planning (Hazardous Substances) (No2) Regulations (Northern Ireland) 2015 are concerned with the storage and use of hazardous substances which could, in quantities at or above specified limits, present a risk. Hazardous Substances Consent ensures that hazardous substances can be kept or used in significant amounts only after the council or, as the case may be, the Department has had the opportunity to assess the degree of risk arising to persons in the surrounding area and to the environment.

Reader Information

This document may be made available in alternative formats, please contact us to discuss your requirements.

Report to:	Regulatory and Technical Services Committee
Date of Meeting:	18 October 2017
Subject:	Performance of solar powered litter bins in Newcastle
Reporting Officer (Including Job Title):	Adam Wilkinson Interim Director, Regulatory and Technical Services
Contact Officer (Including Job Title):	Peter Whyte Head of Refuse and Cleansing

Decisions required:	
For information purposes.	
1.0	Purpose and Background:
1.1	Council agreed the purchase of 5 solar powered 'Big Belly' litter bins for Newcastle town centre as a component of hosting the Irish Open golf tournament in May 2015.
1.2	The cost of the bins was £20,000.
1.3	Bins were located on Main Street, Central Promenade and at the entrance to Donard Car Park.
1.4	The key advantages of the bins are the ability to compact waste in the litter bins, increasing the capacity of waste the bins can hold, and an alert system advising when the bin is full.
1.5	The bins have proven to be robust with only one bin requiring some minor repair due to vandalism.
1.6	The alert system has not improved efficiency as the location of the bins is in an area where the cleansing crews are passing by several times per day. It is considered that efficiencies gained by the alert system would occur where bins were located in remote locations and crews could be sent to service the bin only when required as opposed to having to check the litter bin on a regular basis.
1.7	The increased capacity of the litter bins, through solar powered compaction, has proved beneficial. The issue of overflowing litter bins in Newcastle town centre has significantly diminished since the introduction of this type of bins as a result of the increased capacity they provide.
2.0	Key issues:
2.1	Cost of the bins.
2.2	Potential collection efficiencies possible but location is key.
2.3	Compaction litter bins significantly increase capacity for street litter.
3.0	Recommendations:
3.1	Council give consideration to litter bins which have a compaction function when replacing litter bins. Location and quantity of litter key aspects to consider.
4.0	Resource implications

4.1	No resource implications
5.0	Equality and good relations implications:
5.1	None
6.0	Appendices
	None

Report to:	Regulatory and Technical Services Committee
Date of Meeting:	18/10/17
Subject:	Review of food waste expansion project
Reporting Officer (Including Job Title):	Adam Wilkinson Interim Director, Regulatory and Technical Services
Contact Officer (Including Job Title):	Peter Whyte Head of Refuse and Cleansing

Decisions required:	
Consider the provision of compostable liners to householders for food collection as required	
1.0	Purpose and Background:
1.1	The food waste expansion project was created to meet the statutory requirement under The Food Waste Regulations (2015) to provide a receptacle to enable the separate collection of food waste from domestic properties. In Newry, Mourne and Down 27,500 domestic properties, mainly in rural areas, were identified as requiring a receptacle for the separate collection of food waste.
1.2	The following project objectives were identified: <ul style="list-style-type: none"> ∑ Implement a food waste collection service to all properties in the district that had not previously been provided a brown bin collection service ∑ Offer a food waste collection service for commercial premises in the district ∑ Ensure compliance with The Food Waste Regulations (NI) 2015 ∑ Increase the recycling rate for the Council, as we move toward a target of recycling 50% of household waste by 2020, by 7-10% ∑ Cleansing of existing refuse dataset ∑ Develop a food waste education and awareness plan to increase food waste recycling throughout the district
1.3	Of the six objectives outlined in 1.2 five objectives have been achieved with only the recycling rate not achieving its target of 7-10% (see appendix 1)
1.4	For the period April to August 2017 the amount of residual (black bin) waste being collected has fallen by 2,334 tonnes compared to the same period in 2016, a reduction of 7% (see appendix 2). Newry, Mourne and Down already has the lowest quantity of household waste generated per person of all NI councils.
1.5	Over the same period the amount of compostable waste collected increased by 1,300 tonnes an increase of 25% (see appendix3).
1.6	Positive incidental impacts have seen the amount of dry recycling increase by 100 tonnes from April to August compared to the same period the previous year and a reduction in the total amount of waste collected by 900 tonnes over the same period.
1.7	Overall the project has saved £217,500 in disposal costs from April to August 2017 compared to the same period the previous year
1.8	The recycling rate increased 5.15% for the first quarter of 2017 compared to the

	first quarter the previous year. The overall recycling rate for the quarter was 48% .
1.9	The project was completed within budget with a surplus of £88,648 (see appendix 4). This was a result of the cost of bins and caddies being lower than anticipated and the successful application for a grant from the DAERA Local Council Recycling Communications Grant Scheme
1.10	The most significant challenge faced by the project was a delay in the supply of 140L brown bins and compostable liners from arc21. The orders were placed with arc21 in good time for the items to arrive and be distributed to all properties identified but, unfortunately, arc21 encountered difficulties with their suppliers which resulted in a delay to the implementation of the project. The matter has been raised at the arc21 Steering Group. Once it became clear that there was going to be a delay officers sought alternative suppliers but the costs associated proved prohibitive.
1.11	Difficulties were also experienced over the first six weeks of the collection cycle for the expanded brown bin collection rounds due to staffing shortages. These shortages were not directly as a result of the food waste expansion project but inherent in the current refuse collection staffing structure. Officers are currently preparing a report to identify and address these staffing issues.
1.12	Council approved the recruitment of additional staff in May 2017 and this, along with the utilisation of staff from the cleansing section has stabilised collections. In September 2017 out of a potential 136,000 brown bin collections there were 1,693 missed collections which equates to a completion rate of 98.8% .
1.13	A SWOT analysis of the project (see appendix 5) highlights significant opportunities associated with maximising the yield of food waste recycling.
1.14	The Council, in June 2017, approved the provision of brown bins to properties that, although situated in areas that had received a brown bin through previous distributions, did not have a brown bin at their property. It is estimated that there are 3,000 properties in this situation. The cost of this additional provision of brown bins will be met by the savings in disposal costs.
1.15	The cut off period to request a bin free of charge is the end of December 2017. From the decision to provide free bins until the end of December press releases and regular social media postings have been used to ensure that residents are aware that if they do not have a brown bin they should contact the Council directly and provision will be made.
1.16	Studies indicate that placement of 'No food waste' stickers on residual waste bins increases food waste recycling by 15% as a minimum. This process has commenced to ensure that as many properties as possible have the facility to recycle food waste.
1.17	The awareness campaign around the provision of brown bins resulted in an average of 30 requests per day for a brown bin. The placement of 'No food waste stickers', seen requests peak at 150 per day over the last couple of weeks. The vast majority of requests are from areas where brown bins were distributed as part of previous bin distributions.

1.18	Over the last two weeks 600 bins have been delivered and currently there are 332 deliveries planned. An increase in demand was anticipated and resources diverted to delivery of the bins ensuring that demand has been met without any increased expenditure.
1.19	As part of the food waste expansion project Council agreed to provide one free roll of compostable caddy liners to each property receiving a new bin. Council then agreed to provide one free roll of compostable liners to all residents, available from main civic buildings.
1.20	Officers have been requested to review policy with respect to the provision of compostable liners.
2.0	Key issues:
2.1	Reduction in disposal costs with opportunity for further cost reduction.
2.2	Meeting 50% recycling target by 2020.
2.3	Supply of bin, caddy and liners to properties that do not have this facility currently.
2.4	Provision of compostable liners to residents.
3.0	Recommendations:
3.1	Following review it is recommended that Council provides additional compostable liners as required by residents. Diminishing the 'yuck' factor associated with food recycling, through the provision of free compostable liners, is identified by WRAP ¹ as one of the key factors in encouraging initial, and continuing, participation in food waste recycling.
3.2	An options appraisal paper on the mechanism used to supply compostable liners is provided at appendix 6.
3.3	It is recommended that option 1 in the appraisal paper be implemented and that liners be made available from an increased number of Council facilities including the main civic buildings, household recycling centres, leisure centres and community buildings.
3.4	It is also recommended that residents currently in receipt of an assisted lift collection service have liners delivered to them on a regular basis.
3.5	Scheme to be reviewed in March 2018.
4.0	Resource implications
4.1	Cost of provision of compostable liners in the current year will be £94,000 based on the provision of two further rolls of liners for each property in the district. This cost can be met from savings in disposal costs for the current year.
4.2	In anticipation that scheme will be continued next year, and to provide for future purchase of compostable liners, it is recommended that Council anticipate a reduction in disposal costs and set aside a portion of the anticipated savings, estimated at £133,000, for purchase of compostable liners in 2018/19.

¹Improving food waste collection scheme performance March 2015

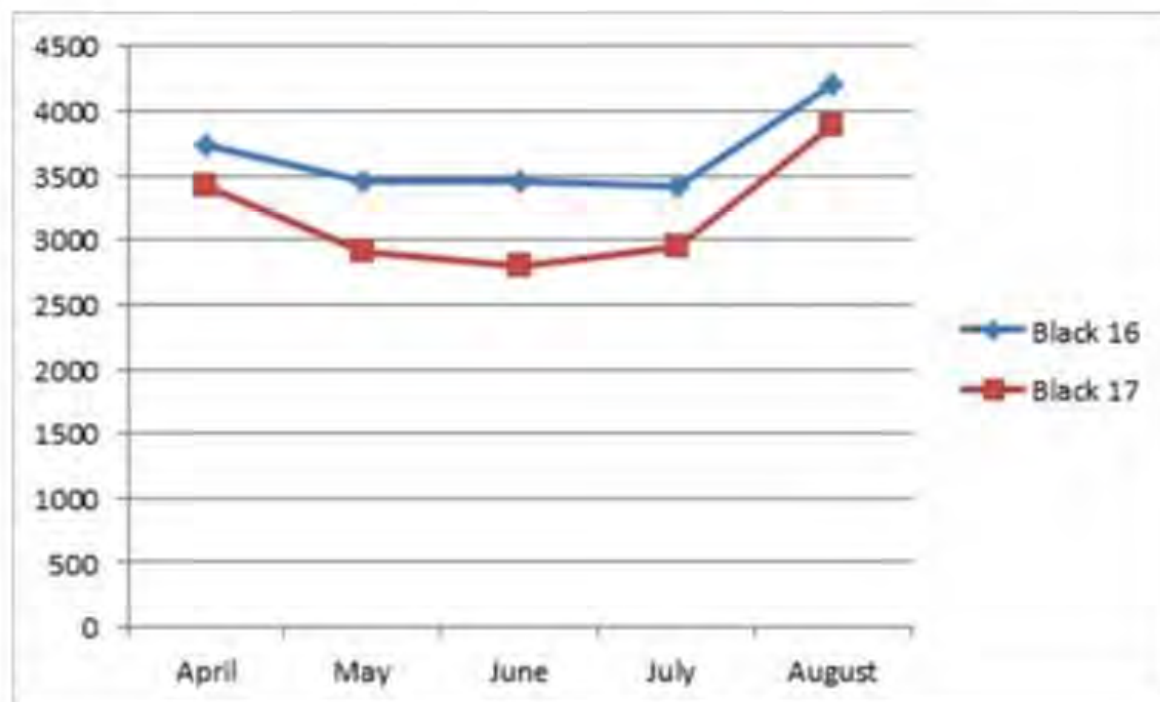
5.0	Equality and good relations implications:
5.1	None.
6.0	Appendices
	Appendix 1 Project Objectives Analysis Appendix 2 Residual Waste Tonnage Comparison Appendix 3 Compostable Waste Tonnage Comparison Appendix 4 Budget Analysis Appendix 5 SWOT Analysis Appendix 6 Options Appraisal: Compostable Liners

Appendix 1 Project Objectives Analysis

Project Objective	Outcome	Achieved	Commentary
Implement a food waste collection service to all properties in the district that had not previously been provided a brown bin collection service	Collection service commenced on 1 May 2017.	✓	Delay in implementation due to delays in receipt of bins and liners.
Offer a food waste collection service for commercial premises in the district	Service provided from 1 May 2017	✓	Delay in implementation due to delays in receipt of bins and liners.
Ensure compliance with The Food Waste Regulations (NI) 2015	Compliance commenced on 1 May 2017	✓	Delay in implementation due to delays in receipt of bins and liners.
Increase the recycling rate for the Council, as we move toward a target of recycling 50% of household waste by 2020, by 7-10%	Recycling rate increased 5.15%	✗	Council has the opportunity to maximise the increase in recycling rate through placement of 'No Food Waste' stickers on residual waste bins, provision of free liners and a continuing education and awareness programme.
Cleansing of existing refuse dataset	Cleansing exercise completed and new routes created	✓	New routes completed from outset with minimum adjustment required. Small proportion of 'local' issues resolved as new crews 'learn' their routes.
Develop a food waste education and awareness plan to increase food waste recycling throughout the district	Awareness Plan developed in partnership with Marketing	✓	Awareness plan implemented.

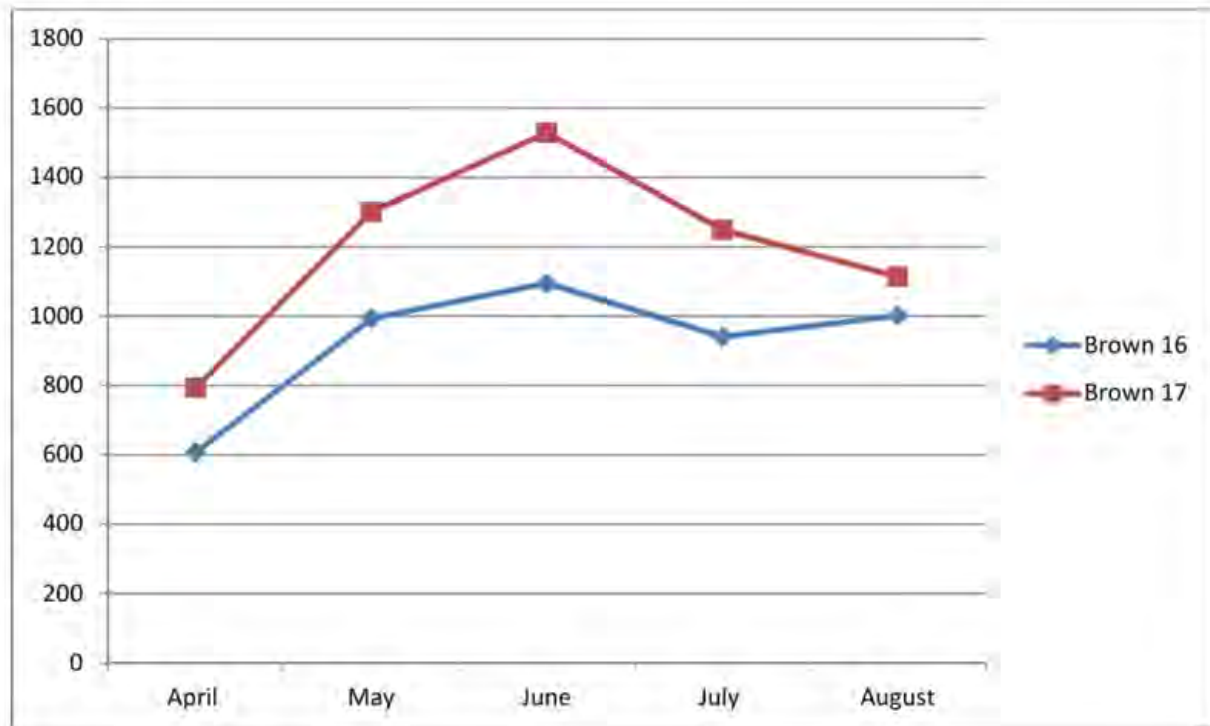
Appendix 2 Residual Waste Tonnage Comparison

	2016 (tonnes)	2017 (tonnes)	Difference (tonnes)
April	3743.9	3411.4	332.5
May	3462.47	2908.48	553.99
June	3458.25	2802.71	655.54
July	3418.83	2955.77	463.06
August	4208.9	3879.88	329.02
Total	18,292.35	15,958.24	2334.11



Appendix 3 Compostable Waste Tonnage Comparison

	2016 (tonnes)	2017 (tonnes)	Difference (tonnes)
April	607.69	793.66	185.97
May	994.32	1301.6	307.28
June	1095.3	1529.59	434.29
July	940.94	1249.86	308.92
August	1002.62	1113.98	111.36
Total	4640.87	5988.69	1347.82



Appendix 4 Budget Analysis

	Budget (£)	Actual (£)	Variance (£)	Commentary
140L Bins	497,750	318,706	179,044	Purchase of bins significantly lower than budgeted (£11.50 as opposed to budget of £18.10) due to new arc21 tender
Caddies	49,500	21,497	28,003	Cost of caddies £0.78 as opposed to budget of £1.80
Liners	35,000	39,804	(4,804)	Purchase price of liners increased to ensure six week delivery timeframe (actual price £0.64 as opposed to budgeted price of £0.50.)
Advertising and Promotion	20,000	6,845	13,155	Grant of £18,00 obtained from DAERA Local Council Recycling Communications Grant Scheme
Revenue Expenditure	390,000	£486,750 (projected)	(96,750)	Additional costs (£50,000) as a result of recruitment of two LGV Cat C1 drivers for compost Macpacs which was not included in original budget Additional labour costs (£46,750) as a result of delivery of brown bins not included in original budget
Total	992,250	873,602	118,648	
Less reduced disposal costs as a result of diversion	350,000	320,000 (projected)	(30,000)	
Total Expenditure	642,250	553,602	88,648	

Appendix 5 SWOT Analysis

Strengths	Weaknesses
<ul style="list-style-type: none"> Σ Additional compost rounds established quickly Σ High quality information package delivered with each bin Σ Cleansing of refuse dataset Σ Dry recyclables yield increased as a consequence of increased visibility of recycling message 	<ul style="list-style-type: none"> Σ Delays in delivery of bins and liners from supplier significantly delayed project commencement Σ Staffing resource issues in refuse section resulted in initial collection issues Σ Insufficient staffing resource identified for new compost rounds Σ No budget provided for delivery of bins
Opportunities	Threats
<ul style="list-style-type: none"> Σ Placement of 'No Food Waste' stickers shown to improve recycling yield by at least 15% Σ Enforcement of 'No Food Waste' policy will encourage recycling Σ Free provision of liners will increase recycling yield Σ Compost bins, caddies and liners continue to be delivered to properties that do not have facility to recycle food Σ Focus on areas of low presentation or high contamination will improve recycling yield and quality of material Σ Achievement of 2020 recycling target of 50% possible 	<ul style="list-style-type: none"> Σ Non-collection of bins on designated collection day reduces recycling yield Σ Recycling yield will reduce without regular marketing reminders

Appendix 6

Options appraisal: Compostable liners

1 Project Objectives

The Food Waste Regulations 2015 state that:

A district council shall, from 1st April 2017, arrange for there to be provided to the occupier of every domestic property in its area- a receptacle which enables the separate collection of food waste from the property;

In order to comply with these regulations Council have recently distributed 27,500 brown bins in the Food Waste Expansion Project. This means that every household now has the capability to recycle their food waste.

This project has the following objectives;

- ∑ Allow 27,500 households to recycle all their food waste by supplying them with a bin, caddy and liners by April 2017
- ∑ Allow every household in the District to recycle their food waste.
- ∑ Communicate a food waste "ban" to all 69,711 households in the District Promote the benefits to residents and engage residents in a call to action.
- ∑ Reduce the amount of residual waste collected by 15% throughout the District. Divert 5900t of waste during 17/18 and annually thereafter.
- ∑ Improve and increase recycling rate from 39% to 47% (15/16 figures used) during 17/18.
- ∑ Reduce waste disposal and landfill costs
- ∑ Reduce environmental impacts associated with landfill (toxicity in leachate, landfill gas emissions, etc.)
- ∑ Reduce greenhouse gas emissions by removing the putrescent content from landfill sites a total of 2537t of CO² annually;
- ∑ Produce compost and liquid fertilisers for use as a soil improver.

Compostable liners

After consideration, Council decided that householders receiving a brown bin should be given one roll of 26 compostable liners and advised that additional liners could be purchased from local retailers or one free roll could be collected annually from Council buildings Greenbank, Monaghan Row or Downshire Civic Centre. Before receiving a roll of liners the member of the public must give their name and address, this information is held in a database.

Residents still have the option of lining their caddies with newspapers or putting the food waste loose into the brown bin.

Due to budget restrictions, Council made no provision to supply these liners on a regular or on-going basis.

2 Project need

Following a request from elected members officers were asked to investigate the possibility of Council supplying compostable liners for kitchen caddies free of charge. The belief is that other Councils are doing this and NMDDC should follow similar practice.

Provision of liners is an essential consideration both at the scheme outset and ongoing. Although the provision of liners is a significant cost they are considered by many organisations running food waste collection services to be a key factor influencing the uptake of, and continued participation by customers, in the service, as well as helping to improve the capture of wetter food waste. Liners help keep containers clean and reassure customers that the service is hygienic.

There is a significant difference in the processing costs between residual waste and biodegradable waste and the proposal is that savings made could contribute towards the cost of supplying these liners. If residents are encouraged only to take part in the scheme if using bags there is still a saving of 30p per week waste processing costs. See figure 1

If liners are not used there is a risk that participation rates will be lower which then results in an underutilisation of other resources i.e. containers are not used, rounds sizes are not optimised, cost per tonne is increased.

The results of an attitudinal survey carried out by WRAP showed that the majority of residents (98%) found the liners helpful.

There are a number of options available to the Council. Figure 2 shows the options (or combination of options) chosen by NI Council's.

3 Options

Option 1: Make liners available free of charge from a larger number of buildings and household recycling centres.

Council currently allow customers to collect one roll annually from Council buildings- Greenbank Depot, Monaghan Row and Downshire Civic Building. Council could extend the number of sites that compostable bags were available to the 7 household recycling centres and council facilities such as the leisure centres, visitor centres, community centres and town halls. Council could publish this information on the website and communicate to householders. In Northern Ireland 5* Councils have gone for this option. There is minimal wastage as only the customers who want the liners get them. There is minimal cost implication, as no additional resources are needed to distribute the liners. It would also give the Council time to see the impact of the new brown bin distribution and work out its next steps to increasing the recycling rate. Council could chose to keep a record of liners distributed however, this would incur an administrative cost.

Option 2: Deliver liners to all households in the District on a bi-annual basis.

2* Councils have opted to deliver liners to all households with a brown bin and thereafter charge for additional rolls. This option requires additional resources for the delivery of the bags. Whilst it has the advantage of cost control and giving all HH's a roll it doesn't ensure that everyone uses them. The cost to buy a roll thereafter also becomes a barrier and it gives the customer an opportunity to become a lapsed user until delivery of the next roll of bags. The cost to implement this option would be significant.

Option 3: Deliver liners on request from the householder.

5 Councils have decided to deliver liners on request either by a tag system, leaving a note or tying a bag to the brown bin when more are needed. This system works well apart from it will not limit the number of liners given per household and customers can request continually. It could mean that customers stockpile liners and costs become difficult to control. It would also require an agreement from the refuse crews to deliver bags continually to residents. Logistically distribution of the liners would be from the back of the refuse truck and stored within the cab. The cost to implement this option would be significant.

Option 4: Sell liners from Council sites and local retailers.

3* Councils have decided to sell the liners from their sites at a cheaper price than they can be bought in the shops. This would work well for committed recyclers but if Council are going to ask people to recycle their foodwaste it may be necessary to provide them with the tools to do so. Some Councils approach local retailers to see if they want to stock the bags and sell them on at an agreed price. This would mean that Council could recoup some of its expenditure.

Some Councils have opted for a combination of these options above see Figure 2.

4 Assessment of Costs and Benefits

Monetary Costs

The options would have differing budget implications. The table below gives estimated costs. Please note Staffing and revenue costs are estimated and would need to be accurately assessed depending on the Council decision.

	Assessment of monetary costs			
	Option 1	Option 2	Option 3	Option 4
	Available FOC (£)	Delivered (£)	Delivered on request (£)	Available to buy from Council and local retailers (£)
Compostable liners	128,000	133,000	128,000	0
Communication	5,000	7,000	7,000	2,000
Tags	0	0	42,000	0
Staff costs	0	34,000	10,000	0
Total cost	133,000	174,000	187,000	2,000

**** Please note liners based on cost of 0.64p per roll of 26 bags. Council currently sourcing other companies and this cost may vary**

Non-Monetary Benefits

See table below for the Non-Monetary benefits associated with each option.

	Assessment of Non-monetary benefit				Explanation of rating
	Option 1	Option 2	Option 3	Option 4	
	Available FOC	Delivered	Delivered on request	Available to buy from Council and	
Ease of Implementation	++	-	-	+	Option 2 and 3 would be difficult to implement as NMDC would have to agree terms and conditions with staff to deliver liners. Option 1 is most easy to implement as Council buildings are used and no money is exchanged.
Public Acceptability	+	++	++	-	Option 2 and 3 would be the most acceptable to the public as they do not have to do anything to get the liners. Option 1 has a positive impact as the bags are FOC and easily accessible
BMW diverted from landfill/recycled	++	++	++	+	All options will have a positive effect by diverting foodwaste from the black bin. Option 4 is less positive as customers have to pay and would be less likely to participate.
Impact on household recycling rate	++	++	++	+	All options will have a positive effect by diverting foodwaste from the black bin. Option 4 is less positive as customers have to pay and would be less likely to participate.
Reduction in GHG emissions	++	++	++	+	As above
Increased community awareness	+	++	++	\	Options 2 and 3 would have the most positive effect however Option 1 combined with communication could have a similar positive effect.
Overall	++	++	++	+	

KEY				
--	-	\	+	++
highly negative	negative	no impact	positive	highly positive

5 Identification of preferred Option.

	Summary of options			
	Option 1	Option 2	Option 3	Option 4
	Available FOC (£)	Delivered (£)	Delivered on request (£)	Available to buy from Council and local retailers (£)
Cost	133,000	174,000	187,000	2000
Non monetary benefit	++	++	++	+

Option 1 is the preferred option. It has the lowest cost and the same positive impact. It means the Council can communicate clearly their food waste collection scheme and creates no barriers to participation. As part of this option, a warning should be printed at the end of the roll of liners to tell the customer they need to get more.

It is important to communicate where and how the customer can obtain liners. This is possible through a simple leaflet, website, annual calendars, social media, press releases and doorstepping.

If, after the collection scheme has settled in and other Councils are achieving a higher yield with a different option or combination of options, this issue should be revisited.

Figure 1: Processing costs and savings if using a caddy rather than disposing food waste in the black bin.

	Food waste/hh/week (kg)	Black bin processing cost (£)	Brown bin processing cost (£)	Saving/hh/week	Cost of 4 bags per week	Overall saving hh/wk if bags supplied FOC
Legacy Newry	5.68	0.57	0.23	0.43	0.05	0.38
Legacy Down	5.68	0.61	0.31	0.29	0.05	0.24

Figure 2: Provision of caddy liners- option or options chosen by NI Councils.

	Provision of caddy liners			
	Option 1	Option 2	Option 3	Option 4
	Available FOC @	Delivered	Delivered on request	Available to buy from Council and local retailers
Antrim & Newtownabbey	Council buildings and HRC sites	No	Use red reusable tag	No
Ards & North Down	No	50bags twice a year (6 month supply)	No	£1.30/roll at a number of sites
Armagh City, Banbridge & Craigavon	Council buildings and HRC sites	No	No	No
Belfast	Council buildings and HRC sites	No	Use bag tied to handle of brown bin. Were using tag but want to phase this out.	No
Causeway Coast and Glens	Pick up first roll @ depot. Then on request	No	Use red reusable tag	No
Derry City and Strabane	Posted out	No	Leave a note	No
Fermanagh and Omagh	Council buildings and HRC sites	No	No	No
Lisburn and Castlereagh	Council buildings and HRC sites	No	Use red reusable tag	No
Mid and East Antrim	No	Delivered 3 times year	No	£1.30/roll at a number of sites
Mid Ulster	No	No	No	£1.00 per roll
Newry, Mourne and Down	Council buildings	No	No	No

Tara Cunningham, Recycling Officer August 2017

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Minutes of a Special Regulatory and Technical Services Committee Meeting held on Wednesday 27 September 2017 at 2.15 pm in the Boardroom, District Council Offices, Monaghan Row, Newry to discuss an Application for an Amusement Permit at 4 Margaret Square, Newry.

Chairperson: Councillor J Trainor

Vice Chairperson: Councillor V Harte

Members: Councillor T Andrews
Councillor G Craig
Councillor G Fitzpatrick
Councillor M Ruane
Councillor J Tinnelly
Councillor C Casey

Officials in Attendance: Mr C Jackson, Assistant Director of Building Control and Regulations
Mr F Quinn, Head of Service Licensing and Enforcement
Ms L Moore, Head of Legal Administration
Ms N Largey Legal Advisor
Ms E McParland, Democratic Services Manager
Ms P McKeever, Democratic Services Officer

SRTC/01/2017 APOLOGIES

Apologies for non-attendance were received from Councillors Macauley, Curran, Clarke and Kimmins.

SRTC/02/2017 DECLARATIONS OF 'CONFLICTS OF INTEREST'

Councillor Casey declared a Conflict of Interest stating that he would be speaking in objection to the Application.

At this point, Councillor Casey withdrew from the Members' Table to the public gallery.

The Chairperson welcomed all to the meeting and said this was the first such hearing of this Committee.

SRTC/03/2017 OFFICER'S REPORT

Mr Jackson referred Members' to his Officer's report dated 27 September 2017, a copy of which had been circulated, and provided a background to the meeting stating that under the terms of the Council's Scheme of Delegation, Officers were permitted to approve Amusement Permits subject to certain conditions being met. He explained that Officers were not permitted to issue a refusal of a Licence or Permit and this function must be agreed by the Council and this authority had been delegated to the Regulatory and Technical Services Committee. He advised that currently Newry, Mourne and Down District Council did not have a policy limiting the number of premises to be granted an Amusement Permit within the Newry, Mourne and Down area, nor did it have a policy to limit the number of permits issued within Newry.

SRTC/04/2017 SPEAKING RIGHTS IN OBJECTION TO THE APPLICATION

Councillor Casey, Mr Eamonn Connolly BID Manager and Mr Pat McGinn presented in objection to the Application.

In objecting to the application the following points were raised:

- There was no evidence of the need for another amusement arcade in Newry.
- Statistical evidence indicated that Northern Ireland had a higher proportion of 'problem gamblers' than any other UK region (Survey carried out by Northern Ireland Gambling Prevalence 2016).
- The proposed location would be contrary to Council's Regeneration Policy.
- The objection was based primarily on the proposed location of the Amusement Arcade.
- Concern that the granting of a permit would have a negative impact which would inhibit further retail and professional investment.
- The approval of such a permit would be contrary to Council's Statement on its website - 'Our aim is to provide civic leadership, deliver local services and ensure that the district develops in a way that increases prosperity and quality of life for local residents.'

The Chairperson then invited Committee Members to address any matters for clarification and these were summed up as follows:

- Historically there were thirteen premises in Newry that had been granted an Amusement Permit and seven of these had now closed, however the six

remaining had the same capacity as the original thirteen in terms of floor space and gambling machines.

- The Newry Business Improvement District (BID) had circulated in excess of one thousand questionnaires locally in an effort to determine what local people wanted in the area and the returned questionnaires highlighted that the most common requests were for improving night time economy, with emphasis on the hospitality sector and re - profiling Hill Street to include more retail outlets.

SRTC/05/2017 SPEAKING RIGHTS IN SUPPORT OF THE APPLICATION

Ms Jade O’Kane and Mr James McKenna presented in support of the application.

In supporting the application the following points were raised:

- The premises has both Building Control Approval and Planning Permission for an Amusement Arcade and there is no intention to make changes to the premises.
- The Applicant – Mr J McKenna, Broad Enterprises Ltd, satisfied all conditions as laid out in Legislation under ‘The Betting, Gaming, Lotteries and Amusements (NI) Order 1985’ in that he was of good character with thirty years relevant experience, he had no involvement with PSNI, had a good credit rating and was a well respected business owner.
- The premises had held an Amusement Permit from 1993 until 2016.
- No objections had been received from PSNI.
- The Applicant would be happy to adhere to any conditions imposed, in terms of signage / notices to ensure that gambling was not openly encouraged.
- The Applicant had received Letters of Support from local traders and although they had missed the deadline in circulating them in advance of the meeting they were now available for any Committee Members to read.
- The proposed location did not break up shop fronts, was situated off the main street and was next to a public house.
- The proposed location was not situated close to any schools, youth clubs or residential areas.

The Chairperson then invited Committee Members to address any matters for clarification and these were summed up as follows:

- Mr J McKenna who represented Broad Enterprises would be the manager of the proposed new business and had nine years relevant business experience.
- The Magnet Youth Centre was located fifty yards away and was visible from the proposed location and although there was another premises with an Amusement Permit situated in Water Street, this premises was not visible from the proposed location.

Ms Largey advised the Committee Members that discretion could be used in deciding whether they wished to view the Letters of Support that had been received after the stipulated deadline.

Councillor Fitzpatrick proposed and Councillor Andrews seconded to view the letters.

Councillor Ruane then raised an objection to viewing the Letters of Support stating that by doing so, a precedent was created for any future Applications and he suggested that this would not be advisable.

Councillors Fitzpatrick and Andrews then withdrew their motion to view the letters, with the consent of the meeting.

Councillor Ruane referred to an email he had received that contained an article from The Irish Times dated Saturday 13 May 1996 and queried if it related to the Applicant.

Further discussion took place following which Councillor Andrews proposed and Councillor Fitzpatrick seconded that the decision on whether to grant or refuse the application for an Amusement Permit at 4 Margaret Square, Newry be deferred until a site visit had taken place; the content of the Irish Times article had been investigated and the letters of support had been read.

Councillor Ruane expressed concern that unlike some other Councils in the North of Ireland, Newry Mourne and Down District Council did not have a formal policy in place on Amusement Permits. He said that a formal policy on Amusements should be put in place prior to making a decision on any application, including the application under discussion, and the proposal should be amended to include this.

Ms Moore advised that this process would take a considerable amount of time as a formal consultation process would need to be conducted prior to going through the normal Council Committee structure.

Councillors Fitzpatrick and Andrews indicated their agreement to altering the motion as amended by Councillor Ruane.

AGREED: On the proposal of Councillor Fitzpatrick seconded by Councillor Andrews the decision on whether to grant or refuse the application for an Amusement Permit at 4 Margaret Square, Newry be deferred until a site visit had taken place; the content of the Irish Times article had been investigated; the letters of support had been read and Newry, Mourne and Down District Council had put in place a formal policy on Amusement Permits before consideration be given to any applications received for Amusement Permits, including the application for an Amusement Permit at 4 Margaret Square, Newry.

There being no further business the meeting ended at 3.55pm

For confirmation at the Regulatory and Technical Services Committee Meeting to be held on Wednesday 18 October 2017

Signed: Councillor John Trainor
Chairperson of Regulatory & Technical Services Committee

Signed: Mr Liam Hannaway
Chief Executive, Newry, Mourne and Down District Council

Agenda Item:	Facilities Management and Maintenance
Report to:	Regulatory & Technical Services Committee
Subject:	Council Review of Newry, Mourne and Down District Public Convenience's
Date:	18 th October 2017
Reporting Officer:	Adam Wilkinson
Contact Officer:	Kevin Scullion and Gail Kane

Decisions Required

Decisions required: Members are asked to note the contents of the report which has been prepared in response to a recommendation (as detailed below) from this Committee and approve the recommendation provided in Section 3 below.

1.0 Purpose & Background

1.1 At this Committee's meeting in April 2016 the following recommendation was made.

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 be brought back to a subsequent R&TS Meeting on these issues.

This report provides an update on works undertaken to date with regard to this recommendation. The report focuses on the current condition of the Public Conveniences (PC's) operated by the Council.

The Council operates 31 PC's across the district. Attached within the Appendices to this report is a spreadsheet providing details of each of the facilities along with a map of the district showing their locations. The spreadsheet provides information concerning; type of structure, approximate age, facilities available on site, opening hours, general condition/cleanliness (on date of inspection), and recommendations for remedial works/replacement.

Thirteen of the PC's are located in the legacy NMDC area and Eighteen in the legacy Down District Council area with six of these located in the town of Newcastle.

The majority of the PCs within the legacy Newry area, with the exception of three, have been extensively refurbished within the past 10 years. In the legacy Down area, with the exception of two, there has not been any significant refurbishment works undertaken.

The cleaning regime across the district, which is largely determined by the level of staff assigned to this task, varies leading to an inconsistent level of service provision.

The overall conclusion from this initial work is that there is a need for Council to consider both capital and revenue expenditure to the provision of its PC's provision in order to provide the level of service which the Council would seek to provide to the public. Capital expenditure to undertake a scheme of PC's refurbishment with a recommendation to focus initially in the town of Newcastle.

Work is now underway with the Council's Estates & Project Management Department to consider the nature of the refurbishment work which would be suitable for the relevant PC's. The Council will be given an opportunity during the forthcoming setting of rates to consider in more detail the level of expenditure envisaged for this programme.

As indicated within the findings there is a variance in the frequency in the cleaning of our PC's across the district with some facilities receiving one visit per day whereas others are serviced more frequently. Facilities which are serviced less frequently are more likely to fail to meet the standard of cleanliness which Council would seek to provide but even regular visits during the day cannot always guarantee this standard will be achieved due to inappropriate use of the facilities provided. Officers are currently reviewing this service provision and the outcome of this may result in proposals being placed before the Council in the forthcoming setting of rates for the provision of additional revenue budget to provide additional staffing.

2.0 Key Issues

- 2.1 Σ The condition of the PC's provided varies across the district with some in a very good state of repair, requiring minor works, whereas others are in a poor condition requiring significant refurbishment or replacement in order to achieve and maintain a satisfactory standard for public use.
- Σ The allocation of staff to clean the PC's across the district varies leading to an inconsistent approach to the cleaning of these facilities. PC's cleaned and checked less frequently tends to result in an increase in customer complaints.

3.0 Recommendations

- 3.1 Σ Committee to note contents of above report with a view to the matters being considered further during the forthcoming setting of rates.

4.0 Resource Implications

- 4.1 Σ Information to be provided during forthcoming setting of rates.

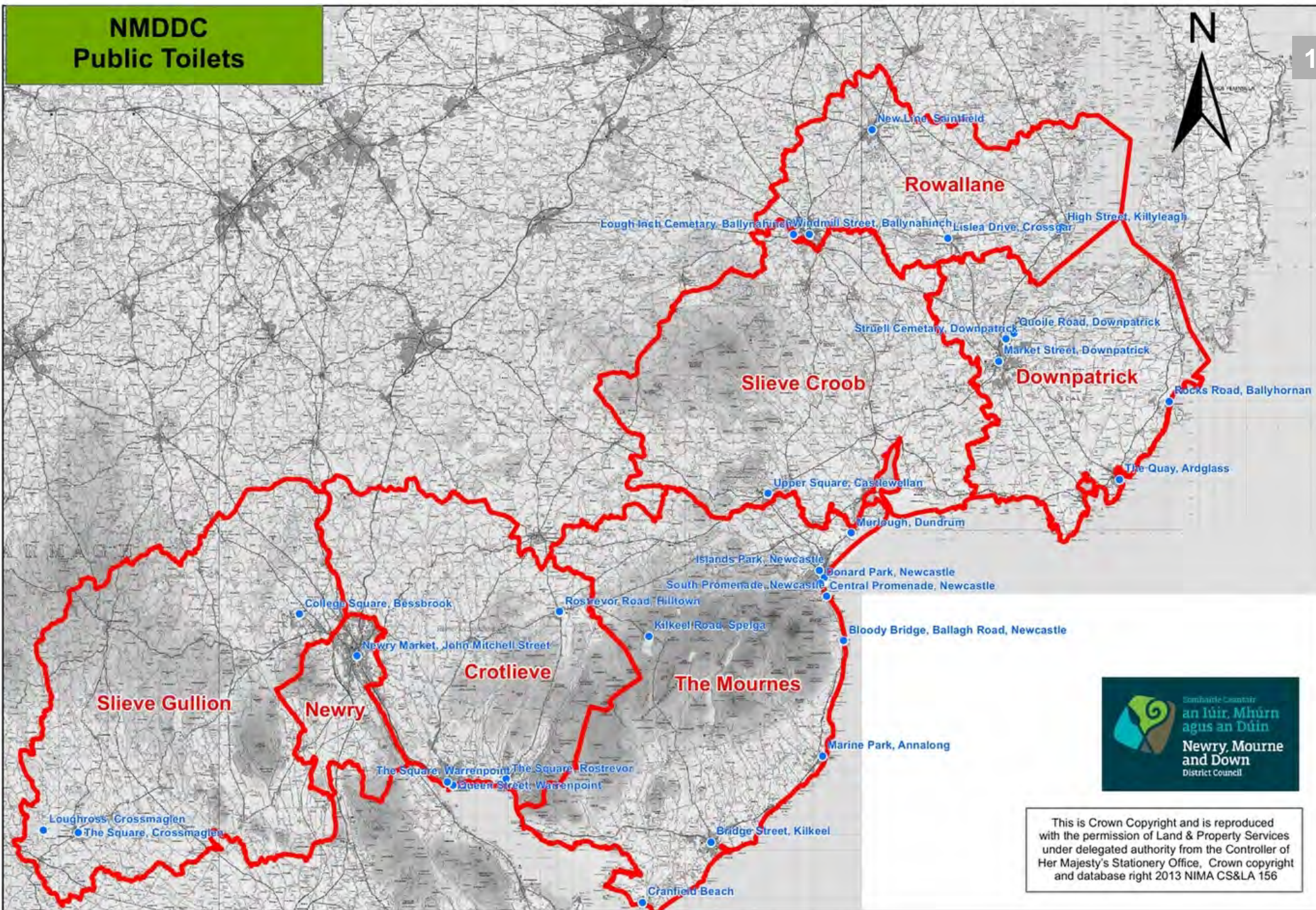
5.0 Appendices

- 5.1 Appendix 1: Condition Report on Public Conveniences
Appendix 2: Location Map for Council Public Conveniences
-

Appendix 1 - Report to RTS Committee 18th October 2017 - Public Conveniences Review

Location	Site Address	Type of Structure	Approx age construction/ last renovated	Nature of Facility	Opening Hours		General Condition/ Cleanliness on date of inspection	Recommended Remedial Works with Estimated Costs	Position of Location / Environ	Cleaning Schedule	Recommended Cleaning Regime	Disal Out c
					Winter	Summer						
Spelga	Oikmel Road, Spelga, Hilltown	Old pre-existing building		Disabled/3 x Gents/Urinal/6 x Ladies	Closed	9.30 - 10.30	Old Building has not been renovated - Generally clean	Refurbish facility to meet legislative requirements - Cost to be confirmed	At Spelga Dam in Mourne Mountains, Popula Tourism area	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	No
Cranfield	Cranfield Beach	Old pre-existing building		Disabled/Shower/2 x Gents/Urinal/3 x Ladies	Closed	10.00 - 20.00	Old existing Building has not been renovated Generally clean, good condition inside and outside for age	General maintenance/repairs required as part of normal operations	beside beach Very busy during summer months	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Annalong	Marine Park	Interpublic	2004	Disabled/Urinal/Unisex/Unisex/Unisex/ Shower	8.30 - 16.00	8.30 - 18.00	Excellent Condition - Shower areas floor needs cleaned	General maintenance/repairs required as part of normal operations	Beside Play Area/Amenity/Picnic area with historical Tourism attraction nearby	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Rostraver	The Square	Old existing building - Not renovated		Disabled/Gents/Ladies	7.30 - 17.00	7.30 - 19.30	Bad condition - old building has not been renovated	Refurbish facility to meet legislative requirements - Cost to be confirmed	In middle of town square	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	No
Newcastle	Bloody Bridge, Ballagh Road	Interpublic	2003	Disabled/Urinal/Unisex/Unisex/Changing Room	9.00 - 17.00	9.00 - 20.00	Excellent Condition - some litter	General maintenance/repairs required as part of normal operations	Bottom of Slieve Donard Mountain. Very busy area all year round	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Kilkeri	Bridge Street	Old existing building - Castledara	2009	Disabled/Urinal/Unisex/Unisex	8.00 - 18.00	8.00 - 20.00	Outside poor condition - no signs on doors inside good condition	General maintenance/repairs required as part of normal operations	In middle of town square	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Hilltown	Rostraver Road	Old existing building - Interpublic		Disabled/Urinal/Unisex	8.00 - 18.00	8.00 - 20.00	Excellent condition - cleanliness good	General maintenance/repairs required as part of normal operations	In middle of village, Gateway to the Mournes	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Warrenpoint	The Square	Old existing building - Castledara	2012	Disabled/Urinal/Unisex/Unisex	8.00 - 18.00	8.00 - 22.00	Good condition - slightly littered but generally clean	General maintenance/repairs required as part of normal operations	In middle of busy seaside town	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Warrenpoint Park	Guern Street	Old existing building - Castledara	2006	Disabled/Urinal/Unisex/Unisex	9.00 - 17.00	9.00 - 21.00	Good condition - need floors cleaned	General maintenance/repairs required as part of normal operations	Beside Park area of busy seaside town	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Bessbrook	College Square	Old existing building - Not renovated		Gents/Ladies	9.00 - 17.00	9.00 - 17.00	Poor condition - old building has not been renovated	General maintenance/repairs required as part of normal operations	In middle of village	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	No
Crossmaglen	The Square	Interpublic	2002	Disabled/Urinal/Unisex	8.00 - 18.00	8.00 - 20.00	Good condition - needs cleaned	General maintenance/repairs required as part of normal operations	In Square in middle of Town	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Crossmaglen	Loughross	Old existing building - Not renovated		Disabled/Gents/Ladies	10.00 - 16.00	10.00 - 18.00	Old Building has not been renovated	General maintenance/repairs required as part of normal operations	At Picnic/Amenity/Refreshment Area, busy during summer months	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	No
Newry	Newry Market, John Mitchell St	Old existing building		Disabled/Urinal/Unisex/Unisex/Unisex	8.00 - 18.00	8.00 - 18.00	Good condition - slightly dirty/needs cleaned	General maintenance/repairs required as part of normal operations	At Market in middle of Main Town in Council District	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	Yes
Andgliss	The Quay	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex/Unisex - Model 121	8.00 - 16.00	8.00 - 18.00	Poor condition inside and outside. Clean	Refurbish existing units with upgrade to doors	Next Harbour of Fishing Village	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Ballynahinch	Windmill Street	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex/Unisex - Model 122	8.00 - 16.00	8.00 - 22.00	Poor condition inside & outside - 1 Unisex closed	Refurbish existing units with upgrade to doors	Beside Ballynahinch Centre where there are public toilets inside	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Crossgar	Liffra Drive	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex - Model 111	8.00 - 16.00	8.00 - 18.00	Poor condition inside & outside	Refurbish existing units with upgrade to doors	At side of Playing Field in Town	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Downpatrick	Market Street	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex/Unisex - Model 121	8.00 - 16.00	8.00 - 22.00	Bad condition - needs new signage, graffiti inside Unisex	Replace entire facility to meet legislative requirements - Cost to be confirmed	Along Main shopping street of Town	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Dundrum	Murrough	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex - Model 111	8.00 - 16.00	8.00 - 18.00	Fair condition - Very dirty	Refurbish existing units with upgrade to doors	In carpark beside Play Park and Picnic Area along main road from Dundrum to Newcastle	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Killybegh	High Street	Prefabricated Danflo Building	2012	Disabled/Urinal/Unisex/Unisex - Model 121	8.00 - 16.00	8.00 - 18.00	Couldn't access at 12.15pm all locked. Poor condition outside	General maintenance/repairs required	Beside entrance to Castle in Village	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Newcastle	Central Promenade	Prefabricated Danflo Building	2002	Disabled/Urinal/Unisex - Model 113	8.00 - 16.00	8.00 - 22.00	Bad condition - Very dirty, needs new signage	Replace facility to meet legislative requirements - Cost to be confirmed	At side of Newcastle Centre where there are public toilets inside	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Newcastle	Donard Park	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex/Unisex/Unisex - Model 132	8.00 - 16.00	8.00 - 22.00	Very bad condition - very dirty	Replace facility to meet legislative requirements - Cost to be confirmed	In carpark at Playing Fields that is very busy	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Newcastle	Islands Park	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex - Model 111	8.00 - 16.00	8.00 - 22.00	Very bad condition - very dirty, needs new signage	Replace facility to meet legislative requirements - Cost to be confirmed	In carpark at Amenity area - Quiet location	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Newcastle	South Promenade	Prefabricated Danflo Building	1999	Disabled/Urinal/Unisex - Model 112	8.00 - 16.00	8.00 - 22.00	Not too bad condition	Refurbish existing units with upgrade to doors	Along main road going out of Newcastle - Quiet location	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES
Saintfield	New Lane	Prefabricated Danflo Building	1998	Disabled/Urinal/Unisex - Model 113	8.00 - 16.00	8.00 - 18.00	Extremely bad condition inside & outside - Disabled boarded up	Replace facility to meet legislative requirements - Cost to be confirmed	Beside Play Park & surrounding housing developments. Has been badly vandalised in past resulting in disabled Toilet being permanently boarded up	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	NO - Closed due to vandalism
Ballyphoran	Rocks Road	Existing Blg with prefabricated Danflo cubicles	1998	Disabled/Urinal/Unisex/Unisex	Closed	8.00 - 18.00	Extremely bad condition inside and outside. No signage to PC. V remote area	Refurbish existing units with upgrade to doors	Next beach, very remote/quiet area. Quite busy during summer months especially	Once per day plus inspection/cleaning at 3 hrly intervals	Remain same	YES

Castlewells	Upper Square	Existing Big with prefabricated Delfto Cubicles	1998	Disabled/Urinal/Unisex/Unisex	8.00 - 16.00	8.00 - 18.00	Old building, bad condition	Refurbish existing units with upgrade to doors & toilets	In carpark area in middle of town, very busy location	Once per day	Once per day plus inspection/cleaning at 3 hrly intervals	YES
Downpatrick	Quoin Road	Existing Big with prefabricated Delfto Cubicles	1999	Disabled/Urinal/Unisex	Closed	8.00 - 18.00	Poor condition inside and outside	Refurbish existing units with upgrade to doors	Beside picnic area. Quite busy during summer months especially	Once per day	Once per day plus inspection/cleaning at 3 hrly intervals	YES
Billywhirlie	Lough Inch Cemetery	Existing Trad. Built Toilet Facility	1987	Disabled/Urinal/wc/wc/wc			Outside & inside good condition. Needs deep cleaning	General maintenance/repairs required	Used by members of public visiting graves of loved ones.	Once per day	Once per day plus inspection/cleaning at 3 hrly intervals	NO
Downpatrick	Strait Cemetery	Existing Trad. Built Toilet Facility	1987	Disabled/Urinal/wc/wc/wc			Outside & inside good condition. Cleaned just before inspection.	General maintenance/repairs required	Used by members of public visiting graves of loved ones	Once per day	Once per day plus inspection/cleaning at 3 hrly intervals	NO
Newcastle	Castle Park	Existing Trad. Built Toilet Facility	1960	Disabled/Urinal/wc/wc/wc	8.00 - 16.00	8.00 - 22.00	Old building, bad condition, needs upgraded. Prone to vandalism	Replace entire facility to meet legislative requirements, keeping shell of building - Cost to be confirmed	Middle of main Tourism Town. Very busy area	Once per day	Once per day plus inspection/cleaning at 3 hrly intervals	NO
Newcastle	Downs Road	Existing Trad. Built Toilet Facility	2008	Disabled/Urinal/Unisex/Unisex	8.00 - 16.00	8.00 - 22.00	Not good condition - very dirty	Refurbish existing units with upgrade to doors	Beside Play Park in main Tourism Town. Very busy area	Once per day	Once per day plus inspection/cleaning at 3 hrly intervals	YES



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arc21 Joint Committee - Meeting No. 023

**to be held at 10.30am on Thursday 31 August 2017
in The Braid Centre, Ballymena
hosted by Mid and East Antrim Borough Council**

AGENDA

Item 1 Conflicts of Interest

Joint Committee Members are reminded of their personal responsibilities under the Northern Ireland Local Government Code of Conduct for Councillors relating to any conflict of interest that might arise during the meeting, and should any member declare an interest, that declaration, and any action resulting therefrom will be recorded in the Minutes.

Item 2 Apologies

Item 3 Minutes of Joint Committee Meeting 022 held on 27 July 2017 - *for approval* (pages 3-7)

Item 4 Matters Arising

In Committee

Item 5 Minutes of Joint Committee Meeting 022 held on 27 July 2017 'in committee' - *for approval* (pages 8-9)

Item 6 Matters Arising

Item 7 Residual Waste Treatment Project (written report) - *John Green - for noting* (pages 10-12)

Item 8 Street Sweepings Contract (written report plus Appendix A) - *Ricky Burnett - for approval* (pages 13-20)

Out of Committee

Item 9 Revenue Estimates (written report plus Appendices B & C) - *George Craig - for approval* (pages 21-25)

Item 10 Contracts and Performance Update (written report plus Appendix D) - *Ricky Burnett* (pages 26-34):

- Organic Waste - *Ricky Burnett - for noting* (page 26)
- MRF - *Ricky Burnett - for noting* (page 28)
- Landfill - *Ricky Burnett - for noting* (page 30)
- Bring Sites - *Ricky Burnett - for noting* (page 30)
- Street Sweepings - *Ricky Burnett - for noting* (page 31)

- Haulage - *Ricky Burnett - for noting* (page 31)
- Supplies - *Ricky Burnett - for noting* (page 31)
- Contracts and NILAS - *Ricky Burnett - for noting* (page 32)

- Item 11 NI Waste Composition Analysis 2017 - Stage 1 (written report) - *Ricky Burnett - for noting* (pages 35-36)
- Item 12 Consultation on the Draft UK Ship Recycling (Requirements in Relation to Hazardous Materials on Ships) Regulations 2017 (written report plus Appendix E) - *Ricky Burnett - for approval* (pages 37-40)
- Item 13 Truck Cartel (written report plus Appendices F & G) - *Ricky Burnett - for noting* (pages 41-43)
- Item 14 Waste Statistics 2016/17 (written report) - *Ricky Burnett - for noting* (pages 44-47)
- Item 15 AOB

Next Meeting: Thursday 28 September 2017 to be hosted by Ards and North Down Borough Council in The Pavilion Londonderry Park, Portaferry Road, Newtownards - *for noting*

ITEM 3
ARC21 JOINT COMMITTEE
Meeting No 022
Hosted by Newry, Mourne and Down District Council
MINUTES
Thursday 27 July 2017

Members Present:

Alderman A Carson	Ards and North Down Borough Council
Alderman R Gibson (<i>Deputy Chair</i>)	Ards and North Down Borough Council
Councillor A Cathcart	Ards and North Down Borough Council
Councillor O Gawith	Lisburn & Castlereagh City Council
Councillor D O'Loan (<i>Chair</i>)	Mid and East Antrim Borough Council
Councillor R Wilson	Mid and East Antrim Borough Council
Councillor G Craig	Newry, Mourne and Down District Council
Councillor D Curran	Newry, Mourne and Down District Council

Members' Apologies:

Councillor B Duffin	Antrim and Newtownabbey Borough Council
Councillor M Rea	Antrim and Newtownabbey Borough Council
Councillor G Milne	Belfast City Council
Councillor J Bunting	Belfast City Council
Councillor M Collins	Belfast City Council
Councillor L Poots	Lisburn & Castlereagh City Council
Alderman J Tinsley	Lisburn & Castlereagh City Council
Councillor B Adger	Mid and East Antrim Borough Council
Councillor S Burns	Newry, Mourne and Down District Council

Officers Present:

G Craig (<i>Secretary</i>)	arc21
H Campbell	arc21
K Boal	arc21
H Moore	Lisburn & Castlereagh City Council
S Holgate	Mid and East Antrim Borough Council
L Dinsmore	Newry, Mourne and Down District Council

Officers' Apologies:

J Quinn	arc21
R Burnett	arc21
J Green	arc21
G Girvan	Antrim and Newtownabbey Borough Council
D Lindsay	Ards and North Down Borough Council
N Grimshaw	Belfast City Council
P Thompson	Mid and East Antrim Borough Council
A Wilkinson	Newry, Mourne and Down District Council

Apologies

Apologies were noted.

Action: Noted

The Chair informed the meeting of the recent illness of Councillor Matthew Collins, Belfast City Council, and on behalf of the Committee wished him a speedy recovery.

The Chair also informed the meeting that Mr Ricky Burnett, Policy and Operations Director at arc21, had now returned back to work and was doing well after his recent illness.

Action: Noted

Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement. There were no conflicts noted.

Action: Noted

Minutes

The minutes of Joint Committee meeting 021 held on 29 June 2017 were agreed.

Action: Agreed

Matters Arising from the Minutes

Page 4 - WEEE statistics

Mr Craig confirmed that the total quantity of Large Domestic Appliances collected across all arc21 HRCs in 2016 was 55,480. In response to a question in terms of comparison with arc21 tonnage Mr Craig stated that this quantity equated to just over 3,000 tonnes compared to the estimated 300,000 tonnes which arc21 deal with per annum.

Action: Noted

Page 6 - Independent Review of Internal Audit Service

Mr Craig referred to the activities of the Audit Committee which were set out in the minutes. He informed Members that the Internal Audit Service, provided to arc21 by Belfast City Councils Audit Governance and Risk Services (AGRS), was subject to an independent external review every five years and that Belfast City Council had recently undertaken a procurement competition to secure the services of a contractor to undertake the review of the service within the Council which was due this year. He advised that Onboard Training (David Nichol) had been awarded the contract and also that the Council had made provision, within the tender documents, for arc21 to be included in the independent external review.

In response to a question about the independent review process, Mr Craig confirmed that he would obtain more details and then update Members at the next meeting.

Action: Mr Craig

The Chair advised Members that the meeting would now be formally dealt with 'in committee'.

In Committee

Matters of a confidential and commercially sensitive nature were discussed under this agenda item and recorded accordingly.

Following discussion on the commercially sensitive matters, the Chair advised Members that the meeting would now return to the main agenda but whilst 'in committee' there were three matters discussed as follows:

1. In Committee Minutes of Joint Committee Meeting No. 021 held on 29 June 2017. **Action: Agreed**
2. Matters arising - there were no matters arising. **Action: Noted**
3. Residual Waste Treatment Project. **Action: Noted**

The Chair advised Members that the meeting would now return to the main agenda.

Contracts and Performance Update

Ms Boal presented a report to advise the Joint Committee on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

A summary of the key discussions are replicated as follows:

- *Quarterly Tonnages being treated through the Organic Waste Treatment Contract are 15% up on the same period last year.*
- *Quarterly Tonnages being treated through the MRF contracts are consistent with the same period last year.*
- *The quantum of recompense in respect of the caddy liners that failed the tests is the subject of ongoing discussion.*

Further to discussions on the MRF contract, Mr Craig updated the meeting in respect of the final year of the previous MRF contract which ended in March 2016 and confirmed that the final revenue share amount had now been agreed resulting in a credit due to Councils. He advised that the legal formalities would now be completed with Bryson Recycling to conclude the matter.

Ms Boal referred to the recent procurement for Supplies and stated that based on legal advice in relation to consideration of changed requirements to meet future needs in respect of nine Lots, (not previously brought forward for recommendation), for a range of bins, caddies and boxes, it would be better to meet these through a new competition. Members were asked to note that it was intended to terminate the competition in respect to those Lots.

Action: Noted

AGENDA

Ms Boal reported that the NILAS sharing protocol would have to be initiated as one Council just missed their target by a marginal amount.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

2016/17 Waste Statistics

Ms Boal presented a report to inform the Joint Committee on the indicative position in respect of key waste statistics covering the 2016/17 year.

She reported that the information provided by Councils to the Department through the waste dataflow system for the year 2016/17 had been completed and is now the subject of an initial validation process by the NIEA. Consequently the figures may be subject to change.

Following discussion it was agreed that more detail should be provided in respect of the differential in recycling rates and waste arisings per household between the arc21 Councils and NWRWMG and Other NI.

Action: Ms Boal

Following discussion the Joint Committee agreed to note the report.

Action: Noted

arc21 Customer Survey 2016/17

Mr Craig presented the results of the annual arc21 Customer Survey carried out in May/June 2017 for Members' information. The Chair expressed his disappointment at the poor response, which he noted was down from the previous year, and emphasised the importance of responding to the survey.

Mr Craig noted that the overall satisfaction level with arc21's performance over the year was up from the previous year which was a positive step forward and encouraging for the organisation especially given the particularly challenging period.

Mr Craig welcomed the comments received which arc21 would take into account when considering the future service requirements of Councils.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Recycling GAP Analysis

Ms Boal provided a verbal update in relation to the recycling gap analysis. This included reference to the recent Seminar at the Hilton Hotel at which the outcomes of the Recycling Gap Analysis Study undertaken by WRAP were presented along with presentations and discussion on the role that output materials could play in respect of developing the circular economy locally.

She advised that arc21 officers continued to engage with Council Officers, WRAP and Departmental Officials in respect of next steps with regard to recycling targets, policy issues, future procurements for processing and the circular economy.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

AOB

There was no further business discussed.

Action: Noted

Next Meeting

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 31 August 2017 at 10.30am and hosted by Mid and East Antrim Borough Council in the Braid Centre, Ballymena.

Action: Noted

Date: _____

Chairman: _____

ITEM 5
IN COMMITTEE

ARC21 JOINT COMMITTEE Meeting No 022
Hosted by Newry, Mourne and Down District Council
Thursday 27 July 2017

Matters Discussed 'in committee'

The following matters were raised 'in committee' during the meeting of the Joint Committee on 27 July 2017. The minute of this agenda item is to be treated as commercially sensitive and confidential. Therefore its existence and content should not be made publicly available until such time that it ceases to be commercially sensitive and confidential or that the Joint Committee so agrees.

Such non-disclosure will, at all times, be subject to any statutory provisions in place such as the Freedom of Information Act and Environmental Information Regulations.

The minute will be retained as a record by arc21.

There were three items discussed 'in committee' at this meeting.

'In committee' Minutes of Meeting Number 021 held on 29 June 2017

The minutes of meeting number 021 held, 'in-committee', on 29 June 2017.

Action: Agreed

Matters Arising from the Minutes

There were no matters arising.

Action: Noted

Residual Waste Treatment Project

Ms Boal provided Members with a report on the Residual Waste Treatment Project which included the procurement process, the PAC hearing and the grid connection.

A summary of the report is replicated as follows:

- ***The Procurement Process*** - Procurement activities have been reduced to a low level of intensity to minimise nugatory expenditure until there is better visibility on the direction of planning issues. A programme of work is being developed so as to step up activities as required.
- ***PAC hearing*** - The PAC issued its report to the Department for Infrastructure on 9 March 2017. In the devolved administration arrangements, the Minister (acting through the Department) is required to make the determination on the planning application.

AGENDA

Members expressed concern at the continuing delay regarding the decision on the Planning Application and the lack of information on the PAC report. Ms Boal noted that the Departmental Officials are considering their options given the ongoing political situation at Stormont. She also emphasised that the lack of information regarding the outcome of the PAC process was due to the importance placed by both the Department and the PAC on maintaining the integrity of the process.

- **Grid Connection** - *The Utility Regulator has made determinations in relation to the two consultations arc21 responded that may inform how grid connections for facilities such as arc21's energy from waste plant could be secured.*

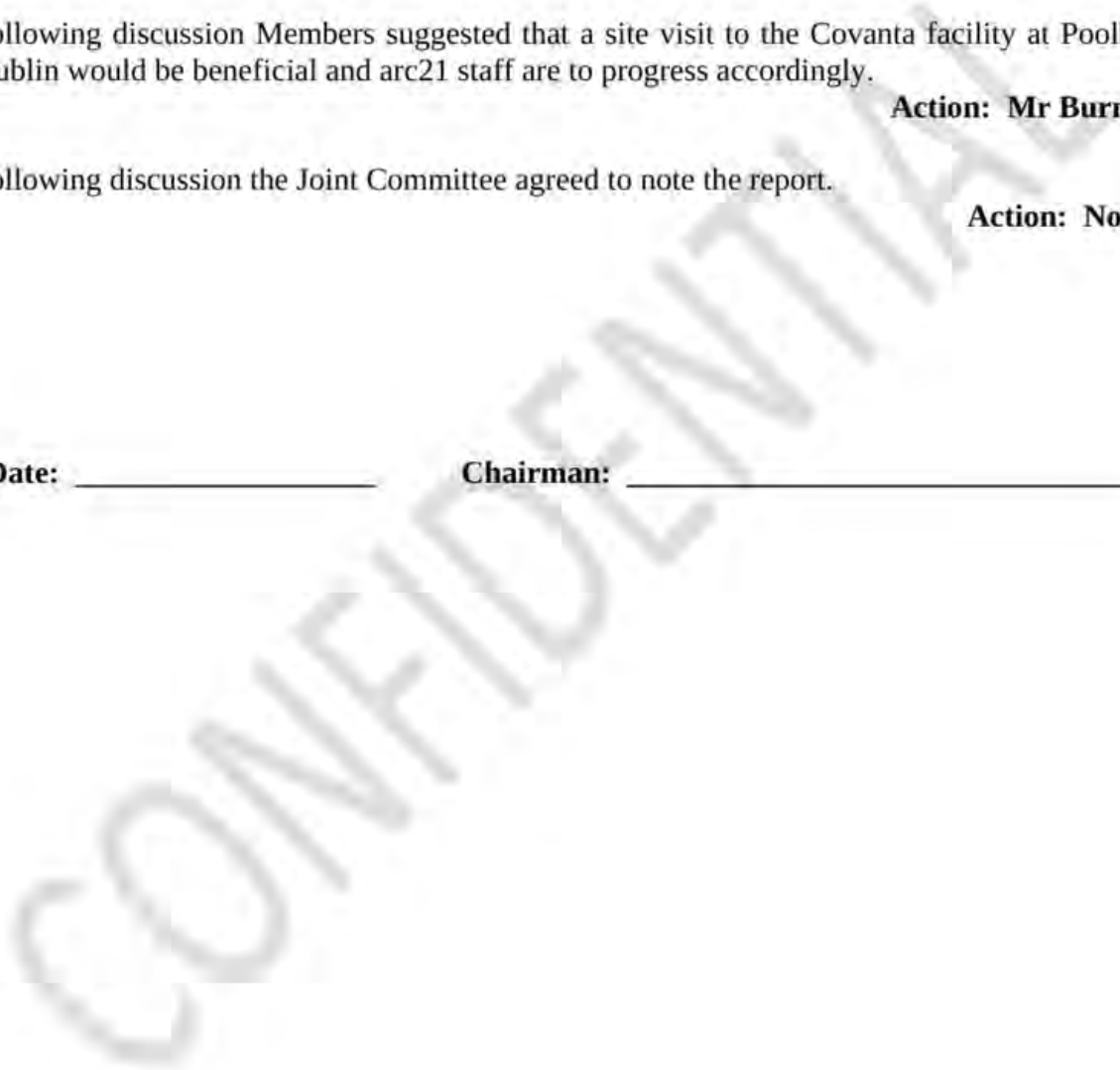
Following discussion Members suggested that a site visit to the Covanta facility at Poolbeg Dublin would be beneficial and arc21 staff are to progress accordingly.

Action: Mr Burnett

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Date: _____ **Chairman:** _____



ITEM 7
IN COMMITTEE
Residual Waste Treatment Project

Purpose of Report

To provide an update to the Joint Committee on the Residual Waste Treatment Project.

Executive Summary

The Procurement Process - Procurement activities have been reduced to a low level of intensity to minimise nugatory expenditure until there is better visibility on the direction of planning issues. A programme of work is being developed so as to step up activities as required.

PAC hearing - The PAC issued its report to the Department of Infrastructure on 9 March 2017. In the devolved administration arrangements, the Minister (acting through the Department) is required to make the determination on the planning application. However, the Agent for the application is seeking guidance from the planning authority (Department for Infrastructure – Strategic Planning Division) as to whether there is any basis for a determination in the absence of a Minister. These discussions are on-going.

Grid Connection – Following the Utility Regulator recent determinations, that may inform how grid connections for facilities such as arc21's energy from waste plant could be secured, the system operators - SONI and NIE Networks - have started engagement with industry to explore what is possible within the constraints set by other parties. A workshop was jointly held by SONI and NIE Networks on 18 August 2017 at Dunsilly Hotel.

The Joint Committee is asked to note the report.

The Procurement Process

Procurement activities have been reduced to a low level of intensity to minimise nugatory expenditure until there is better visibility on the direction of planning issues. As previously reported, recent developments now make pro-active management of certain critical risks affecting the procurement appropriate.

Planning Application and PAC Hearing

The Planning Appeals Commission report of the hearing was released to the Department of Infrastructure 9 March 2017. Whilst the DfI Strategic Planning Division officials acknowledged receipt of the PAC's report, in discussions with the Agent for arc21's planning application they have also set out their position as being one in which they keep the contents of the PAC's report to themselves at present. It is understood - in the context of several planning decisions that are delayed due to the current non-existence of an NI Executive - that planning officials have reviewed what options are available to the Department that may, in theory, allow a determination on planning applications, such as arc21's, to be made given the current on-going absence of a Minister.

The indications are that the legal grounds for making such a decision are very slender and there would need to be an alignment of factors for the Department's senior officials to make a determination on arc21's planning application. Advice is being sought from specialist advisors - including Mr Stewart Beattie QC - as to the appropriateness and wisdom of the arc21 Joint Committee making formal representations to DfI Strategic Planning Division as to the possible adverse consequences of a further prolonged delay.

Grid Connection

Following the Utility Regulator recent determinations (on grid connection policy and NIE Networks regulated business plan and prices for the next 6-years) that may inform how grid connections for facilities such as arc21's energy from waste plant could be secured, the system operators - SONI and NIE Networks - have started engagement with industry to explore what is possible within the constraints set by other parties (effectively the Utility regulator and the NI Executive). The Utility Regulator has essentially set what cannot be done (i.e. no strategic grid investment to facilitated distributed generation allowed, limited basis for innovation and no change to the status quo) without providing any leadership as to how the issues for investing in Northern Ireland's electricity grid to allow new (mostly renewable) generators access to the grid. It is understood that the Utility Regulator's position is that it cannot exceed its remit and has to work with the NI government energy policy in place, which is arguably time expired already.

A workshop was held jointly by NIE Networks and SONI on 18 August 2017 at Dunsilly Hotel to which interested parties seeking grid connections were invited to attend. At the workshop SONI and NIE Networks were seeking to solicit ideas for an alternative grid connections regime (essentially an informal 'call of evidence'). arc21 officers provided input at the workshop and will follow up with a formal submission reiterating key points already made to the recent Utility Regulator consultations.

Noarc21

arc21 officers continue to process and respond to FOI requests for Noarc21 and others.

Capacity Building

arc21 officers continue to respond to requests for activities to help improve capacity within arc21's constituent Councils in respect of the policy and legislative framework and the common statutory waste management plan adopted by arc21's constituent Councils and the role of the residual waste treatment project.

Following the arc21 facilitated visit on 7 July 2017 to the new waste to energy facility in Poolbeg, Dublin by a delegation from arc21, DAERA and NIEA approaches are being made to the operators (Covanta) to identify suitable dates to offer Joint Committee Members and other interested Councillors and Officers from arc21's Constituent Councils. Depending on the level of interest, two visits for a delegation size up to 30 may need to be arranged.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

John Green
Acting Project Director
Tel: 028 90 373000
Email: john.green@arc21.org.uk

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ITEM 8
IN COMMITTEE

The Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract

Purpose of Report

To make recommendations arising from the tender action for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract.

Executive Summary

The report addresses the procurement exercise in relation to the appointment of a service supplier for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract.

The Joint Committee is asked to approve the recommendation outlined in the report.

Report

Haulage Service Contract

Having identified the requirement for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract, tender action was initiated in accordance with the EU Open Procedure on the 17th May 2017 by the placing of a Tender Notice in the Official Journal of the European Union followed by local press advertisements.

The Tender Evaluation report is attached at Appendix A.

Recommendation

It is recommended that the contract for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings is awarded to Irish Waste Management Limited for lot 1 and lot 2.

Action to be Taken

The Joint Committee is asked to endorse the report and the recommendation for the prior approval of the participating councils.

Officer to Contact

Ricky Burnett
Policy & Operations Director
Tel: 028 90 726333 Ext: 6677
Email: ricky.burnett@arc21.org.uk

APPENDIX A



CfT No: 925724

**Provision of Receipt, Processing, Treatment, Recycling
and Disposal of Street Sweepings Waste Contract Tender
Report**

August 2017

CONTENTS

1.0	PURPOSE
2.0	BACKGROUND
3.0	CONTRACTUAL /PROCUREMENT DOCUMENTS
4.0	PROCESS
5.0	CONCLUSIONS
6.0	RECOMMENDATIONS

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1.0 Purpose

- 1.1 To make recommendations arising from the tender action for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract.

2.0 Background

- 2.1 Having identified the requirement for the the provision of receipt, processing, treatment, recycling and disposal of street sweepings contract, tender action was initiated in accordance with the EU Open Procedure on the 17th May 2017 by the placing of a Tender Notice in the Official Journal of the European Union followed by local press advertisements.

3.0 Summary of Contractual / Procurement Documents – Open Procedure**3.1 Tender Documents**

The main elements of the tender documents originally released to the market as part of the open competition are as follows:

3.1.1 Invitation to Tender

The Invitation to Tender (ITT) document set out the Authority's requirements and explained the format in which responses were to be made by interested suppliers.

arc21's requirements were divided into two separate Lots.

Lot 1 -Belfast City Council required the following operational hours Monday–Friday 5am - 7pm, Saturday 5am - 3pm and Sunday 5am - 1pm, seven days per week, fifty-two weeks of the year – excluding Christmas Day. Belfast City Council require additional opening hours 24 hour access on 12th July and during leaf fall season October - December to facilitate busy periods, also special events and or emergencies. Delivery sites must be within a maximum of a 6 mile radius from Belfast City Hall,

Lot 2 - Antrim & Newtownabbey Borough Council, Mid & East Antrim Borough Council and Lisburn & Castlereagh City Council require the following operational hours Monday–Friday 5am - 7pm and 24 hour access on 12th July and during October and November.

3.1.2 Specification

The specification was designed as a performance specification requiring Tenderers to demonstrate through a Service Delivery Plan how arc21's requirements would be met.

3.1.3 Objective

- Receipt and processing of Feedstock Material at one or more of the Contractor's nominated Delivery sites;
- Treatment of Feedstock Material in such a way as to maximise recycling and landfill diversion in accordance with EU, UK and Northern Ireland legislative requirements
- Treatment and disposal of residuals;
- Recover, Recycle, re-use of the recycled material to end markets;
- Collection, recording and reporting of data on the quantity, type and Final Destination of all Feedstock Material received, processed, treated recycled and disposed of.

3.1.4 Conditions of Contract / Pricing Mechanism

- (a) Service contract for the provision of receipt, processing, treatment, recycling and disposal of street sweepings waste contract.
- (b) Contract period of 2 years 3 months with the possibility of an extension of any period up to 12 months. The possibility for a further period of extension of up to two years is also included although this is envisaged to only be required in circumstances outside the normal course (e.g. delays to new procurement).
- (c) TUPE regulations may be applicable.
- (d) Payment is based on cost per tonne reflecting acceptance and treatment related costs, a fixed cost per incident reflecting Emergency Charges and an Out of Normal Working hourly rate.
- (e) Default Schedule of Service Credits applied for non-performance.

4.0 Process

4.1 Tenders Received

Four tender submissions from two economic operators were returned by the closing date. Each of the two economic operators submitted a separate tender for each of the two lots respectively. The submissions were from the following economic operators:

- Irish Waste Services Ltd
- Recon Waste Management Ltd

4.2 Evaluation

The tender submissions were evaluated in accordance with the criteria stated in the tender documentation.

The weightings of the Cost and Technical assessment sections were 70% and 30% respectively.

The results of the evaluation follow below and comprise the remainder of this report.

4.2.1 Completeness and Compliance

The tender submissions were checked for completeness and compliance, eligibility and ensuring that the Mandatory Requirements were satisfied. Two submissions were found to meet all of the necessary requirements and therefore proceeded to be evaluated in accordance with the award criteria of the evaluation process. These related to the tender submissions from:

- Irish Waste Services for both lots.

The following two submissions did not meet all of the necessary requirements:

- Recon Waste Management Ltd

In respect of the above two submissions, and following further consideration and consultation with legal advisors, it was decided that these tender submissions be eliminated from the competition, due to the fact that they failed to comply fully with the necessary requirements.

4.2.2 Technical and Quality

The Tender Evaluation Panel reviewed the Service Delivery Plans of the tender submissions.

The following elements were evaluated:

- Delivery Sites
- Material Acceptance Arrangements
- Processing and Transfer to End Markets
- Recording of Feedstock Material
- Reporting
- Communication and Complaints handling
- Contingency Arrangements
- Health and Safety Plan

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4.2.3 Cost Evaluation

A financial evaluation model was constructed to evaluate the rates submitted with appropriate scores allocated accordingly.

No cost score calculations were required to be undertaken as there was only one tender submission for each lot which fully complied with the necessary requirements.

5.0 Conclusions

5.1 As noted above, a full evaluation has been carried out on the final tender submissions in accordance with the criteria set out in the procurement documents relating to cost and technical issues.

5.2 Irish Waste Services Ltd achieved the overall highest score for both lots and is therefore the most economically advantageous tenderer for lot 1 and lot 2.

5.3 The rates of the most economical advantageous tender submissions are tabulated at the end of this report as Annex A.

6.0 Recommendations

6.1 It is recommended that:

The contract for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste is awarded to Irish Waste Services Ltd for lot 1 and lot 2.

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ANNEX A**PRICING – Lot 1**

Tender	£ per tonne (ex VAT)	Emergency and Out of Hours Charge
Irish Waste Management Limited	£73.00	Fixed Cost Incident = £250.00 Hourly out of normal working hours = £100

PRICING – Lot 2

Tender	£ per tonne (ex VAT)	Emergency and Out of Hours Charge
Irish Waste Management Limited	£49.00	Fixed Cost Incident = £250.00 Hourly out of normal working hours = £100

ITEM 9

Revenue Estimates

Purpose of Report

To present the Joint Committee with the proposed Revenue Estimates of arc21 for the three year period from 2018/19 to 2020/21, in order that Participant Councils can take them into account within their own budgets.

Executive Summary

Participant Councils are currently engaged in the annual Revenue Estimates process and need to take into account the costs associated with the activities of the Joint Committee.

The Joint Committee is therefore presented with the proposed Revenue Estimates for the three year period from 2018/19 to 2020/21, setting out the costs in respect of the Establishment, Procurement and Operational activities of the organisation. These costs are applied on the basis of population and reflect an increase in 2018/19 of 1% over the 2017/18 year as can be seen in Appendix B - £1.165m compared to £1.15m.

The estimates also reflect the end of the transitional arrangement with Newry, Mourne and Down and, from 2018/19 onwards, the contribution from Newry, Mourne and Down District Council will be on the same terms as all other Councils.

The costs associated with Waste Treatment Services contracts (Gate Fee Charge per Tonne) and Waste Management Supplies contracts (Cost Per Item) have been provided separately to Councils to enable them to calculate the costs based on their own respective tonnage and usage requirements.

The cost of the Educational Vehicle service has traditionally been split equally among Councils and this approach is recommended to continue with the cost estimated at £8,250 per Council in 2018/19.

In terms of the Residual Waste Treatment Project, the outcome of the planning application is awaited but, subject to a positive outcome on Planning, the Project would then progress to completing the procurement process, award the contract and also move to acquire the necessary land assembly including the acquisition of the Hightown Quarry site.

The anticipated Loan Charges associated with borrowing to acquire the Hightown Quarry site and ancillary land are set out in Appendix C. It is anticipated that the land would be acquired in 2018/19 and funding from the Government Loans Fund used to finance the costs with the loan repayments starting in 2019/20. Some Councils have indicated their intention to make a one-off revenue contribution to cover their share of the acquisition of the land, rather than pay the loan charges, and revenue contributions figures are therefore provided in Appendix C, to assist Councils with their choice of funding option.

The Joint Committee is asked to approve the Revenue Estimates for the three years from 2018/19 to 2020/21 so that they can be presented to the Participant Councils for incorporation within their own respective budgets.

Background

At this stage of the year Participant Councils are preparing their Revenue Estimates and part of that process involves taking into account the cost of the activities of arc21 including:

1. ***Operational Costs involved in running the Joint Committee:***
 - a. The establishment costs – Staffing, Accommodation, Insurance etc.;
 - b. Advisory Costs for General Procurement activities;
 - c. Advisory Costs for the Residual Waste Treatment Project;
 - d. The costs associated with the development of infrastructure for the Organic Waste Treatment Project – Planning Application and Technical Consultants services; and
 - e. The maintenance and updating of the Statutory Waste Management Plan.
2. ***The implications of acquiring the land for the Residual Waste Treatment Project***
3. ***The costs associated with the provision of the Education Vehicle service***
4. ***The Gates Fees associated with waste management contracts***

Operational Costs - Council Contributions

The Prudential Code for Capital Finance in Local Authorities requires Local Government bodies to consider the long term implications of their activities, in particular capital investment plans, on the revenue estimates. Local Government bodies are also expected to consider Revenue Estimates over at least a three year period in accordance with the Code.

The data presented in Appendix B reflects the expenditure plans in the current year, 2017/18, as well as the following 3 years from 2018/19 to 2020/21. The proposed expenditure for 2018/19 represents a 1% increase over the 2017/18 year -£1.165m compared to £1.150m.

Given the current high level of uncertainty in the waste management environment a cautious and prudent approach continues to be adopted in relation to the estimated costs associated with providing the services of the Joint Committee.

These costs are recharged to Councils on the basis of population.

In terms of the contribution payable from Newry, Mourne and Down District Council, the Joint Committee and the other Participant Councils agreed that its contribution would reflect the gradual increase in level of services required by the former Newry and Mourne District Council, for a transitional period. That transitional period comes to an end on 31 March 2018 and the contribution rate from 1 April 2018 will be on the same basis as all other Councils, the respective populations of each Participant Council.

Residual Waste Treatment Project

In terms of the Residual Waste Treatment Project, the estimates provided are subject to a successful outcome to the planning application and currently we are awaiting the outcome of the Planning Appeals Commission inquiry held in October 2016. Subject to a successful outcome on planning, the next key steps are to progress to the completion of the procurement process, the award of a contract and also acquire the Hightown Quarry site and ancillary land.

In terms of the Hightown Quarry site and the ancillary land required for the Project, the Revenue Estimates reflect arc21 taking ownership of the site in 2018/19 and borrowing to finance the acquisition. The associated Loan Charges are expected to commence in 2019/20 and those councils who chose to make a one-off revenue contribution to cover their share of the acquisition costs can use the figures set out in Appendix C.

Education Vehicle Service

Traditionally the costs of providing the Educational Vehicle service have been charged evenly to Councils rather than pro rata to the population and this method continues to be applied for the 2018/19 year. The cost per Council estimated for the 2018/19 year is £8,250 and, again, this information has been presented to Councils separately.

arc21 Waste Contracts - Treatment Services and Waste Related Supplies

Information in relation to waste treatment contracts services and supplies have been presented to Councils separately in order that they can determine the cost based on their estimated tonnage of waste arisings that will need to be treated as well as the quantity of supplies that will be need to be bought.

Recommendation

It is recommended that the Joint Committee consider and approve the Revenue Estimates presented in order that each of the Participant Councils can take the figures into account in their respective Revenue Estimates process.

Action to be Taken

The Joint Committee is asked to accept the recommendation.

Officer to Contact

George Craig
Corporate Services Director
Tel: 028 90373000 Ext: 6672
Email: george.craig@arc21.org.uk

REVENUE ESTIMATES BY COUNCIL													
	POPULATION		2017/18										
	2015	%AGE	ESTABLISHMENT	RWTP	PROCUREMENT	INFRASTRUCTURE	WMP	LOAN CHARGES	SITE EXPENSES	TOTAL			
Antrim & Newtownabbey	140,500	13.29%	£ 115,611	£ 23,255	£ 10,631	£ 3,322	£ -	£ -	£ -	£ -	£ -	£ -	£ 152,818
Ards & North Down	158,800	15.02%	£ 130,669	£ 26,284	£ 12,016	£ 3,755	£ -	£ -	£ -	£ -	£ -	£ -	£ 172,723
Belfast	338,900	32.05%	£ 278,864	£ 56,093	£ 25,643	£ 8,013	£ -	£ -	£ -	£ -	£ -	£ -	£ 368,613
Lisburn & Castlereagh	140,200	13.26%	£ 115,364	£ 23,205	£ 10,608	£ 3,315	£ -	£ -	£ -	£ -	£ -	£ -	£ 152,492
Mid & East Antrim	137,100	12.97%	£ 112,813	£ 22,692	£ 10,374	£ 3,242	£ -	£ -	£ -	£ -	£ -	£ -	£ 149,120
Newry, Mourne and Down	141,800	13.41%	£ 116,680	£ 23,470	£ 10,729	£ 3,353	£ -	£ -	£ -	£ -	£ -	£ -	£ 154,232
TOTAL	1,057,300	100.00%	£ 870,000	£ 175,000	£ 80,000	£ 25,000	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,150,000
2018/19													
	POPULATION		2018/19										
	2016	%AGE	ESTABLISHMENT	RWTP	PROCUREMENT	INFRASTRUCTURE	WMP	LOAN CHARGES	SITE EXPENSES	TOTAL			
Antrim & Newtownabbey	141,000	12.85%	£ 113,108	£ 22,493	£ 10,925	£ 3,213	£ -	£ -	£ -	£ -	£ -	£ -	£ 149,740
Ards & North Down	159,600	14.55%	£ 128,029	£ 25,460	£ 12,366	£ 3,637	£ -	£ -	£ -	£ -	£ -	£ -	£ 169,493
Belfast	339,600	30.96%	£ 272,423	£ 54,175	£ 26,314	£ 7,739	£ -	£ -	£ -	£ -	£ -	£ -	£ 360,651
Lisburn & Castlereagh	141,200	12.87%	£ 113,269	£ 22,525	£ 10,941	£ 3,218	£ -	£ -	£ -	£ -	£ -	£ -	£ 149,953
Mid & East Antrim	137,800	12.56%	£ 110,541	£ 21,983	£ 10,677	£ 3,140	£ -	£ -	£ -	£ -	£ -	£ -	£ 146,342
Newry, Mourne and Down	177,800	16.21%	£ 142,629	£ 28,364	£ 13,777	£ 4,052	£ -	£ -	£ -	£ -	£ -	£ -	£ 188,821
TOTAL	1,097,000	100.00%	£ 880,000	£ 175,000	£ 85,000	£ 25,000	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,165,000
2019/20													
	POPULATION		2019/20										
	2016	%AGE	ESTABLISHMENT	RWTP	PROCUREMENT	INFRASTRUCTURE	WMP	LOAN CHARGES	SITE EXPENSES	TOTAL			
Antrim & Newtownabbey	141,000	12.85%	£ 114,394	£ 12,853	£ 11,568	£ 1,285	£ 7,712	£ 89,973	£ 3,213	£ 240,998			
Ards & North Down	159,600	14.55%	£ 129,484	£ 14,549	£ 13,094	£ 1,455	£ 8,729	£ 101,841	£ 3,637	£ 272,789			
Belfast	339,600	30.96%	£ 275,519	£ 30,957	£ 27,861	£ 3,096	£ 18,574	£ 216,700	£ 7,739	£ 580,447			
Lisburn & Castlereagh	141,200	12.87%	£ 114,556	£ 12,871	£ 11,584	£ 1,287	£ 7,723	£ 90,100	£ 3,218	£ 241,340			
Mid & East Antrim	137,800	12.56%	£ 111,798	£ 12,562	£ 11,305	£ 1,256	£ 7,537	£ 87,931	£ 3,140	£ 235,529			
Newry, Mourne and Down	177,800	16.21%	£ 144,250	£ 16,208	£ 14,587	£ 1,621	£ 9,725	£ 113,455	£ 4,052	£ 303,897			
TOTAL	1,097,000	100.00%	£ 890,000	£ 100,000	£ 90,000	£ 10,000	£ 60,000	£ 700,000	£ 25,000	£ 1,875,000			
2020/21													
	POPULATION		2020/21										
	2016	%AGE	ESTABLISHMENT	RWTP	PROCUREMENT	INFRASTRUCTURE	WMP	LOAN CHARGES	SITE EXPENSES	TOTAL			
Antrim & Newtownabbey	141,000	12.85%	£ 115,679	£ 9,640	£ 12,211	£ 1,285	£ -	£ 86,759	£ 6,427	£ 232,001			
Ards & North Down	159,600	14.55%	£ 130,939	£ 10,912	£ 13,821	£ 1,455	£ -	£ 98,204	£ 7,274	£ 262,605			
Belfast	339,600	30.96%	£ 278,614	£ 23,218	£ 29,409	£ 3,096	£ -	£ 208,961	£ 15,479	£ 558,777			
Lisburn & Castlereagh	141,200	12.87%	£ 115,843	£ 9,654	£ 12,228	£ 1,287	£ -	£ 86,882	£ 6,436	£ 232,330			
Mid & East Antrim	137,800	12.56%	£ 113,054	£ 9,421	£ 11,933	£ 1,256	£ -	£ 84,790	£ 6,281	£ 226,736			
Newry, Mourne and Down	177,800	16.21%	£ 145,871	£ 12,156	£ 15,397	£ 1,621	£ -	£ 109,403	£ 8,104	£ 292,552			
TOTAL	1,097,000	100.00%	£ 900,000	£ 75,000	£ 95,000	£ 10,000	£ -	£ 675,000	£ 50,000	£ 1,805,000			

Residual Waste Treatment Project			
Land Assembly - Revenue Contribution Estimates			
Council	Population	%age	£
Antrim & Newtownabbey	141,000	12.85%	£1,542,388
Ards & North Down	159,600	14.55%	£1,745,852
Belfast	339,600	30.96%	£3,714,859
Lisburn & Castlereagh	141,200	12.87%	£1,544,576
Mid & East Antrim	137,800	12.56%	£1,507,384
Newry, Mourne and Down	177,800	16.21%	£1,944,941
Total	1,097,000	100.00%	£12,000,000
<p>Figures assume that all 6 Councils will participate in the Residual Waste Treatment Project and that the methodology for apportioning the Capital Costs will be based on the population of the whole Council area in 2019/20.</p>			

ITEM 10**Contracts and Performance Update****Purpose of Report**

To advise the Joint Committee on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

Executive Summary

Organic tonnages fell when compared to those delivered in June but were higher than the total collected in the same month last year.

Tonnages collected through the MRF contract were broadly similar when compared to July 2016.

The Joint Committee is asked to note the report.

Report

A summary of statistical information relating to the four main contracts, Organics, MRF, Landfill, and Bring, is shown in Appendix D attached.

1. Organic Waste

A summary of the relevant aspects pertinent to the organics contracts is outlined in Table 1.

Table 1

arc21 Organic Waste Treatment Contract	July 2017
arc21 Organics Type 1 (tonnes)	3,400
arc21 Organics Type 2 (tonnes)	10,255
Total arc21 Organics (tonnes)	13,655
Total Deliveries	1,570
Deliveries into NWP Glenside	1,117
Deliveries into NWP Antrim WTS	269
Deliveries into NWP Drumanakelly WTS	178
Direct Deliveries into Greenacres	6
Vehicles >5% overweight*	10
Turnaround >20 mins	16
Rejected Loads	0
Reporting non-compliances	0
Other non-compliances	0
Site monitoring visits	9

* 8 Council vehicles and 2 Contractor vehicles

A summary of the grades allocated to the Type 2 material sent to Glenside, Antrim WTS and Drumanakelly WTS over the last 12 months can be seen in Table 2.

AGENDA

Table 2

Grade	2016					2017						
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
	%	%	%	%	%	%	%	%	%	%	%	%
1	3.7	3.5	3.2	4.3	12.7	7.9	1.7	2.2	2.0	1.3	1.9	1.4
2	47.6	46.8	50.9	39.7	59	54.1	38.4	45.4	49.9	44.2	64	58.4
3	45.6	47	44.2	51.2	28.3	36.2	54.2	49.5	46.9	53.9	33.7	40.2
4	3.1	2.5	1.6	4.7	0	1.8	5.7	2.8	1.2	0.5	0.4	0.1
5	0	0.2	0.1	0.1	0	0	0	0.1	0	0.1	0	0

Commentary

Tonnages

The tonnage delivered fell when compared to those of May but by comparison there was an 8% increase in Type 2 tonnages when compared to last July with Type 1 tonnages remaining broadly similar.

Rose Week

Compost made from Organic Waste was used in the beds at Sir Thomas and Lady Dixon Park and some promotion was carried out with NWP during Rose Week in July.





Compost Promotion

Following on from compost interest events in early 2016 and 2017, it is intended that a further invitation be made to Parks and Grounds Maintenance Officers to attend sessions promoting the use of the Organic Composting September.

2. MRF

A summary of the relevant aspects pertinent to the MRF contract is in Tables 3 and 4.

Table 3

arc21 MRF Contract lot 1 Bryson	July 2017
Total processed (tonnes)	2634
Contamination % against processed*	13.24%
Contamination tonnage against processed	349
Samples 10<15%	2
Samples 15<20%	0
Samples >20%	0
No of rejected loads	1
Turnaround >30 mins	10
Vehicles >5% overweight	0
Reporting non compliances	1
Other non-compliances	0
Site monitoring visits	11

Table 4

arc21 MRF Contract lot 2 Re-Gen	July 2017
Total delivered (tonnes)	590
Contamination	11.8%
Contamination tonnage	292
Samples 0<5%	0
Samples 5<10%	0
Samples 10<15%	5
Samples 15<20%	0
Samples >20%	0
No of rejected loads	0
Turnaround >30 mins	0
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site monitoring visits	2

Commentary**Contamination**

There was one incident when a vehicle does not appear to have been emptied before collecting dry recyclables. In this case the tonnage was just below the level at which the load could be rejected.



Dust Extraction System and Baler – Bryson Recycling

Bryson Recycling have informed us that it is their intention to put in a Dust Extraction System towards the end of August / start of September. They will seek to manage the installation so there is minimal disruption to deliveries. In addition a new baler will also be installed in late September. This will be installed over a weekend so there should be no disruption to deliveries.

Health and Safety

A Health and Safety audit was carried out at Re-Gen in July. Any recommendations detailed in the report have been dealt with by Re-Gen.

3. Landfill

A summary of the relevant aspects pertinent to the landfill contracts is outlined in Table 5.

Table 5

arc21 Landfill Contract	July 2017
Total delivered to Mullaghglass (tonnes)	12,738
Total Loads	1,297
Vehicle 5% Overweight	0
Turnaround >30 mins	14
Reporting non compliances	1
Other non-compliances	0
Number of site visits	4

Commentary

Health and Safety Audit

A health and safety audit was carried out at the Mullaghglass landfill site at the start of August with no major issues identified.

4. Bring Sites

A summary of the relevant aspects pertinent to the bring site contracts is outlined in Table 6.

Table 6

arc21 Bring Sites Contracts	July 2017
Mixed Cans (tonnes)	4.26
Mixed Glass (tonnes)	622.47
Textiles (tonnes)	102.42
Mixed Paper (tonnes)	70.96
Total (tonnes)	800.11
Bring Site checks	8
Sites checked with <20% capacity available	1
Reporting non compliances	0
Other non-compliances	0

AGENDA

5. Street Sweepings

A summary of the relevant aspects pertinent to the street sweepings contract is outlined in Table 7.

Table 7

arc21 Street Sweepings Contract	July 2017
Total delivered (tonnes)	394
Turnaround >30mins	2
Reporting non-compliances	0
Other non-compliances	0
Site monitoring visits	0

6. Haulage

A summary of the relevant aspects pertinent to the haulage contract is outlined in Table 8.

Table 8

arc21 Haulage Contract	July 2017
Total delivered (tonnes)	6,570
Vehicles >5% overweight	0
Reporting non compliances	1
Other non-compliances	0
Site Monitoring visits	4

7. Supplies

A summary of the relevant aspects pertinent to the supplies contract is outlined in Table 9.

Table 9

arc21 Supplies Contracts Orders	July 2017
Supply Orders Placed	5
Supply Orders Delivered	23
Delivery within required delivery period	22
Delivery over required delivery period	1
Delivery date non-compliances	1
Other non-compliances	1

Commentary

Caddy Liner Tests

Discussions are still ongoing in relation to compensation in respect a number of ssamples where the batches failed. A number of new samples have also been sent from recent deliveries and it is anticipated that those results will come back over the next few weeks.

8. Contracts and NILAS

The contracts make a significant contribution to ensuring compliance with NILAS.

It should be noted that this should be viewed only for indicative purposes. Officers will be aware that the NILAS figure is obtained using a relatively complex mass balance formula covering a wide range of waste streams.

The following graphs use a simplified method of calculation which will have an inherently varying tolerance level in terms of finalised definitive amounts.

The situation is as illustrated in Figures 1 & 2.

Figure 1

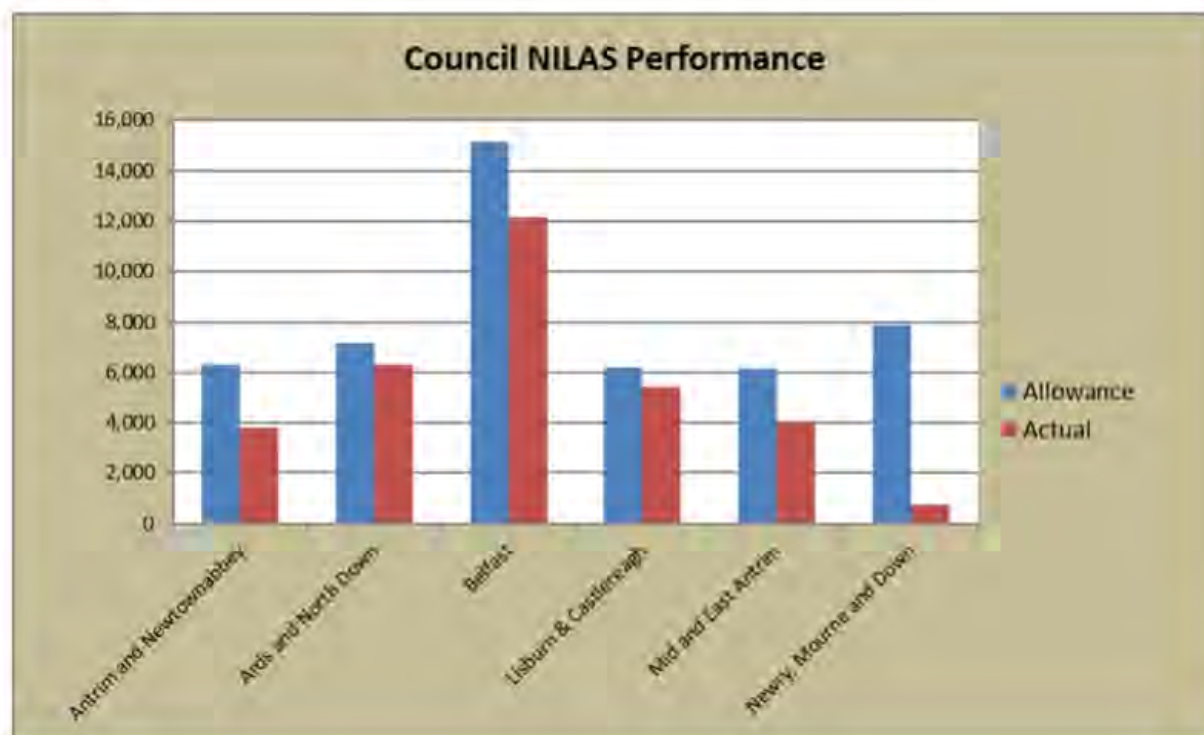
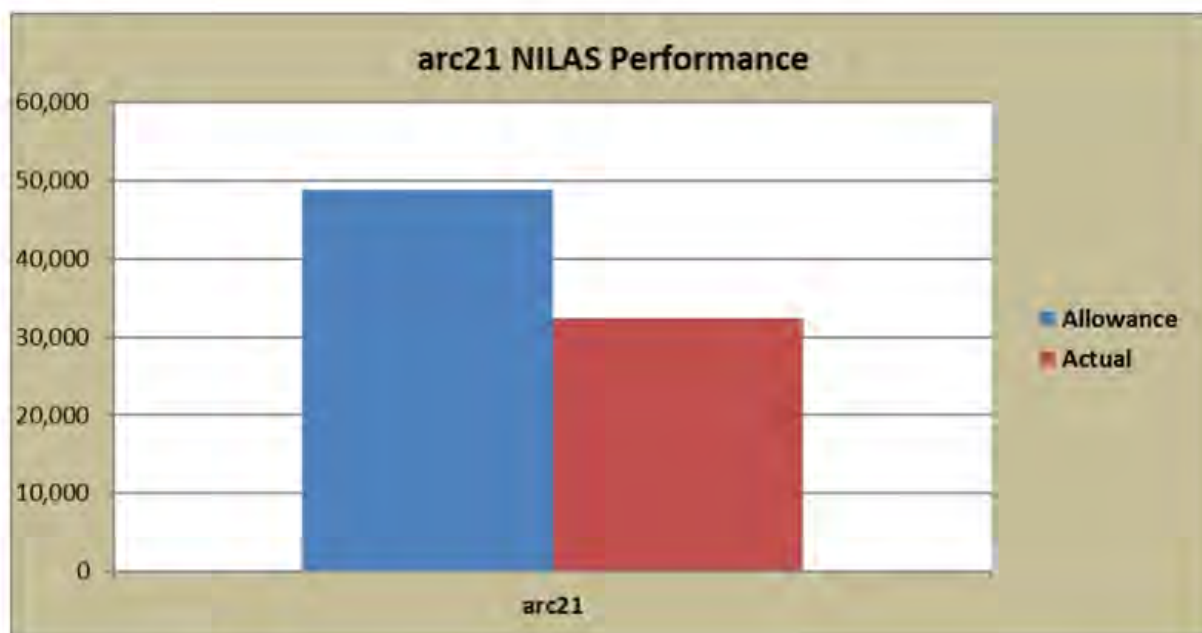


Figure 2



Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

Ricky Burnett
 Policy & Operations Director
 Tel: 028 90 373000 Ext: 6677
 Email: ricky.burnett@arc21.org.uk

APPENDIX D - SUMMARY CONTRACT STATISTICS JULY 2017																						
SERVICE	ACTUAL TONNAGE 09/10		ACTUAL TONNAGE 10/11		ACTUAL TONNAGE 11/12		ACTUAL TONNAGE 12/13		ACTUAL TONNAGE 13/14		ACTUAL TONNAGE 14/15		ACTUAL TONNAGE 15/16		ACTUAL TONNAGE 16/17		APRIL 2017	MAY 2017	JUNE 2017	JULY 2017	TOTAL	%
MRF Lot 1																						
TONNAGE	38,010	8.55%	36,469	8.18%	33,312	7.89%	30,484	8.38%	30,238	10.29%	30,169	9.37%	30,008	8.95%	30,549	8.83%	2,308	2,551	2,580	2,439	9,878	8.00%
CONTAMINATION	2,747		2,428		2,521		3,166		3,447		3,638		3,791		4,094		346	423	391	302	1,463	
CONTAMINATION %	7.2%		6.7%		7.6%		10.4%		11.4%		12.1%		12.6%		13.4%		15.0%	16.6%	15.2%	12.4%	14.8%	
MRF Lot 2																						
TONNAGE													7,184	2.08%	837	2.08%	547	750	706	590	2,593	2.10%
CONTAMINATION													837		837		57	87	79	70	292	
CONTAMINATION %													11.7%		11.7%		10.2%	11.6%	11.2%	11.8%	11.3%	
BRING																						
TONNAGE	9,397	2.11%	9,284	2.08%	8,710	2.06%	8,320	2.29%	8,413	2.86%	7,861	2.44%	8,570	2.55%	9,018	2.61%	712	872	816	800	3,200	2.59%
ORGANICS																						
TYPE 1 TONNAGE	46,560	10.47%	26,798	6.01%	26,042	6.17%	24,943	6.86%	26,996	9.18%	27,352	8.50%	25,625	7.64%	29,358	8.48%	2,321	3,026	3,466	3,400	12,212	9.89%
TYPE 2 TONNAGE	16,488	3.71%	58,593	13.15%	62,762	14.87%	60,228	16.56%	65,365	22.24%	72,030	22.37%	74,543	22.22%	81,432	23.53%	7,450	10,399	11,958	10,255	40,063	32.44%
LANDFILL																						
TONNAGE	334,210	75.16%	314,470	70.57%	291,283	69.01%	239,694	65.91%	162,913	55.43%	184,520	57.32%	196,675	58.64%	188,588	54.48%	13,850	15,055	13,927	12,738	55,570	44.99%
TOTAL TONNAGE	444,665	100%	445,614	100%	422,109	100%	363,669	100%	293,925	100%	321,931	100%	335,421	100%	346,130	100%	27,188	32,653	33,454	30,221	123,516	100%

ITEM 11**NI Waste Composition Analysis 2017 - Stage 1****Purpose of the Report**

To provide the Joint Committee with a summary of some key results arising from Stage 1 of the NI waste Compositional Analysis 2017.

Executive Summary

Some key results have been amalgamated into bar charts reproduced in this report. The key result components being:

1. Set Out Rates per Sample Size (150 households);
2. Weight of Waste Collected per Collection Stream; and
3. Weight of Food Waste Collected per Collection Scheme.

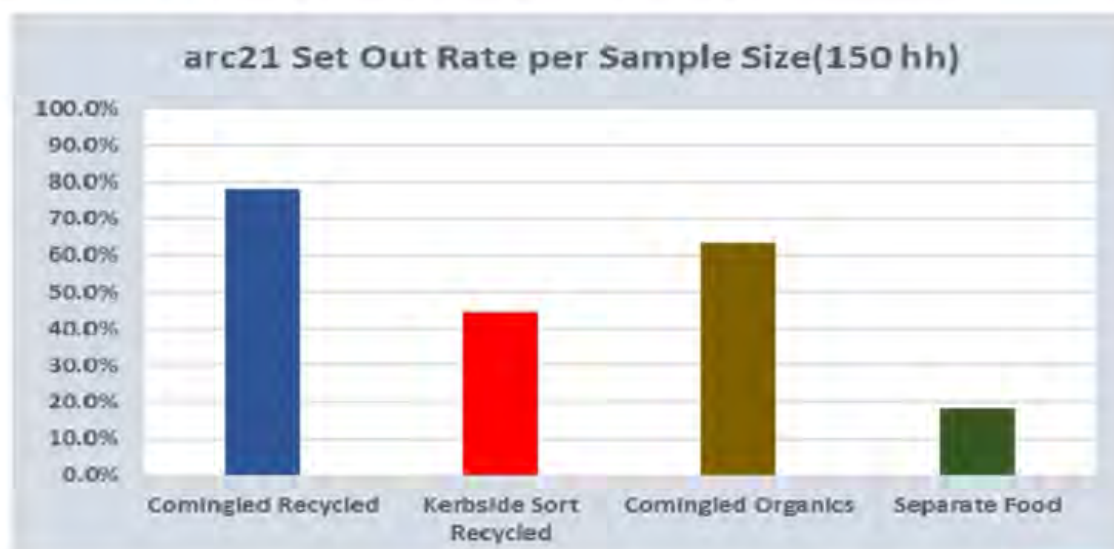
The Joint Committee is asked to note the report.

Report

As Members may be aware, RPS have been tasked through WRAP to conduct a project with the primary aim to characterise the typical composition of household kerbside collected waste throughout Northern Ireland.

Stage 1 has been completed and primary level composition category data has been provided to each Council.

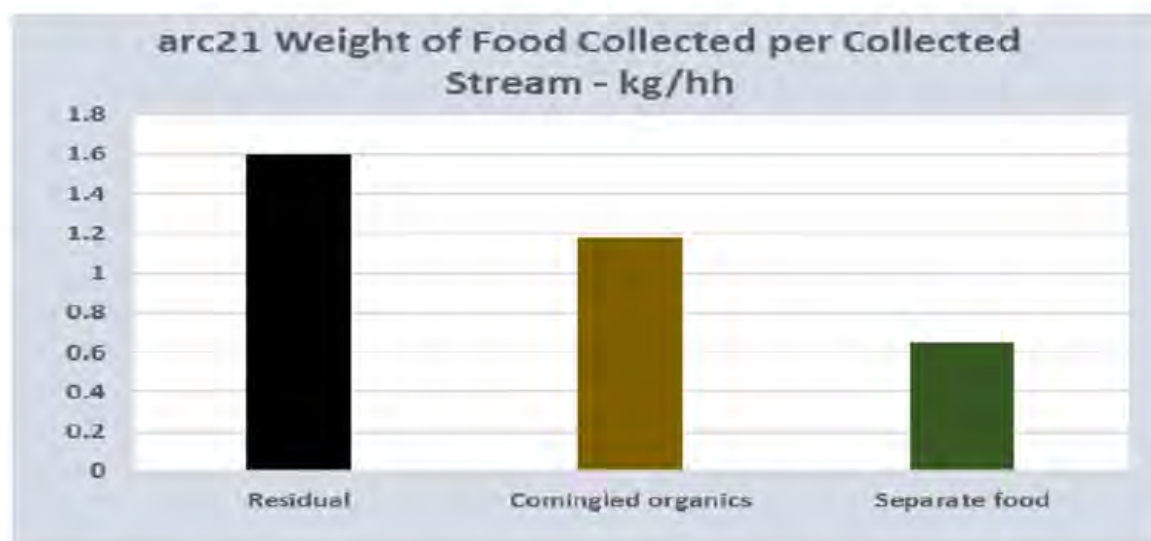
A summary of some of the key component results have been amalgamated into the following bar charts:

1. *Set Out Rates per Sample Size (150 households)*

2. **Weight of Waste Collected Per Collection Stream**



3. **Weight of Food Waste Collected per Collection Stream**



Stage 2 of the project entailing further collection and analysis will commence on 4th September 2017 and run until the end of November 2017.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

Ricky Burnett
 Policy & Operations Director
 Tel: 028 90 373000 Ext: 6677
 Email: ricky.burnett@arc21.org.uk

ITEM 12**Consultation on the Draft UK Ship Recycling (Requirements in Relation to Hazardous Materials on Ships) Regulations 2017****Purpose of the Report**

To advise the Joint Committee on the consultation issued by Maritime and Coastguard Agency (MCA).

Executive Summary

The purpose of the consultation is to seek views on whether to extend the scope of Landfill Tax to material disposed of at illegal waste sites.

The Joint Committee is asked to endorse the draft response attached, subject to any further amendments to take account of further contributions or developments prior to closing date, for submission to the MCA.

Report

The consultation document is 22 pages long in totality.

This consultation seeks views on the Government's draft UK regulations to support the EU Regulation (EU) No 1257/2013 on ship recycling and amending Regulation (EC) No 1013/2006 and Directive 2009/16/EC (the EU Regulation) in so far as the EU Regulation is about requirements applicable to ships (as opposed to ship recycling facilities). In particular, the purpose of the UK regulations is to ensure that the survey regime provided for in the EU Regulation works as intended in respect of the United Kingdom and United Kingdom ships and that there are appropriate sanctions and enforcement powers in respect of ships (including non-UK ships coming into UK ports) which fail to comply with the EU Regulation.

As the EU Regulation has direct application, the purpose of the UK Regulations being consulted on is to support the EU Regulation by assigning responsibilities in respect of the UK for functions under the EU Regulation and prescribing how the requirements of the EU Regulation will be enforced in the UK.

In particular, they:

- Provide that the Secretary of State is the administration for the purposes of the EU Regulation in respect of the UK (in practice that means the Secretary of State for Transport working through the Maritime and Coastguard Agency);
- Set out that where the EU Regulation refers to officers of the administration that means, in the UK, those employed by the Crown and authorised by the Secretary of State to carry out surveys (in practice that means those working for the Maritime and Coastguard Agency);

- Give those who carry out surveys under the Regulation (i.e. those working for the Maritime and Coastguard Agency and those working for a Recognised Organisation) the powers necessary to ensure they can properly carry out those surveys;
- Allow the Maritime and Coastguard Agency to charge a fee for surveys and certificates (included because a Government body does not necessarily have the power to charge a fee without that power being set out in legislation);
- Amend the Merchant Shipping (Port State Control) Regulations 2011 (S.I.2011/2601), primarily to extend the port state control regime to include inspections for the purpose of checking compliance with the EU Regulation and make provision in connection with the detention of a ship subject to port state control in consequence of a failure to comply with the EU Regulation;
- Provide for the detention of ships where not otherwise dealt with under the port state control regime; and
- Impose criminal offences for contravening the EU Regulation (and failure to comply with certain provisions of the UK Regulations themselves) – both for EU flagged vessels and in respect of third country ships and make provision about how such offences will be investigated.

The consultation document is available at the following link:

<https://www.gov.uk/government/consultations/consultation-on-the-draft-ship-recycling-regulations-2017>

The closing date for responses is 15 September 2017.

The consultation paper poses five generic questions. A draft response is attached at Appendix E.

Recommendation

It is recommended that the Joint Committee endorse the draft response attached at Appendix E, subject to any further amendment to take account of further contributions or developments prior to closing date, for submission to the MCA.

Action to be Taken

The Joint Committee is asked to approve the recommendation.

Officer to Contact

Ricky Burnett
Policy & Operations Director
Tel: 028 90 726333 Ext: 6677
Email: ricky.burnett@arc21.org.uk

APPENDIX E

The logo for arc21, featuring the text 'arc21' in a green, lowercase, sans-serif font. The '2' is slightly larger and more prominent. To the right of the text is a semi-circular arc composed of small, light green dots.

Consultation on the Draft UK Ship Recycling (Requirements in Relation to Hazardous Materials on Ships) Regulations 2017

Introduction

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21 together with its functionality has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21 area.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council.

Report

arc21 welcomes the opportunity to comment on this consultation following the format of answering the questions as laid out in the consultation paper.

Q1: Do you agree to the proposed approach to enforce the EU Regulation on ships in UK ports?

A1: arc21 are not in possession of information or evidence that would suggest the proposed approach is not appropriate.

Q2: Do you agree with the defined roles given to the Secretary of State and the Maritime and Coastguard Agency?

A2: arc21 are broadly content with the defined roles for the Secretary of State and the Maritime and Coastguard Agency. However, there may be merit in considering the introduction of measures to ensure that appropriate organisations in respective devolved administrations are timeously notified and advised of the relative situation pertinent to each individual case.

Q3: Do you have any concerns about how we enforce the EU Regulation in respect of UK flagged ships, ships flagged to other member States or that are part of the Red Ensign, or ships which are flagged to none of the above?

A3: arc21 are not in possession of information or evidence that give rise to concerns in respect of any of the above circumstances.

Q4: Are you content with the cost / benefit information in the RTA?

A4: In the absence of information to the contrary, arc21 are content with the cost/benefit information contained in the RTA.

Q5: Do you have any other comments?

A5: The draft regulations outline the extent of liability that the courts may impose upon persons convicted of a respective offence against various requirements of the Regulations. arc21 note the provisions relative to fines are slightly different in England and Wales to that prescribed for Scotland and Northern Ireland e.g. a person guilty of an offence under Regulation 8 (6) is liable "*on summary conviction* –

(i) *In England and Wales, to a fine;*

(ii) *In Scotland and Northern Ireland, to a fine not exceeding the statutory maximum.*"

arc21 would suggest Government satisfy themselves that the slightly different wording of such provisions may not give rise to any inequity in the application of pecuniary fines dependant on the geography of the court administration.

arc21

August 2017

ITEM 13

Truck Cartel

Purpose of the Report

To provide the Joint Committee with information on an emerging group action against some truck manufacturers.

Executive Summary

The Road Haulage Association are offering the opportunity to UK Truck Operators to sign up to a group claim against some European truck manufacturers that engaged in a price fixing cartel. Councils would be deemed as eligible organisations to join the group action if they so wished.

The Joint Committee is asked to note the report.

Report

On 19 July 2016 the European Commission issued a press release confirming the existence of a price fixing cartel among European truck manufacturers. MAN, Volvo/Renault, Daimler, Iveco and DAF admitted to the European Commission that they had colluded for 14 years, between 1997 and 2011, to coordinate the gross list price of trucks over 6 tonnes, the timing for the introduction of emissions technologies (Euro III to Euro VI) and the passing on of costs for emissions technologies.

The European Commission handed the manufacturers an overall fine of €2.9 billion. This is by far the largest amount ever imposed for any case of this nature. An additional fine of €1.2 billion would have been imposed on MAN, but MAN had its fine reduced to zero as it was the immunity applicant.

Scania was also part of the investigation but has so far denied the allegations against it. The investigation against Scania will therefore continue and a decision will likely be published in due course. However, this does not in the meantime stop operators from seeking compensation in relation to the purchase of Scania trucks.

Further investigations are underway to establish the precise level of the damage to the industry. It is important to be aware that the cartel could have affected those who purchased new or second hand vehicles whether outright, through lease agreements and/or through hire purchase agreement. It is also not relevant whether the purchases were made direct from the manufacturers or through dealers.

The Road Haulage Association (RHA) is now giving UK haulage and logistics firms (whether or not they are RHA members) the chance to sign up to its legal action for compensation against truck manufacturers found guilty of illegal price fixing. The compensation claim will be brought before the Competition Appeal Tribunal. If successful, haulage and logistics companies will get money back for vehicles sold or leased to them at inflated prices because of the cartel, if they sign up to the claim.

This is the first fully funded group claim against the truck manufacturers on behalf of affected hauliers. All UK truck owners can join the group legal action at www.truckcartellegalaction.com. Early indications are that compensation could be in the region of £6,000 per truck on average across different truck sizes. Organisations that have purchased or leased new or second-hand trucks direct from manufacturers (including Scania) or dealers from 1997 onwards are eligible to join the claim. During the period the cartel operated it is believed that around 650,000 new trucks were sold. Although this legal action is being spearheaded by the RHA, non-RHA members are able to join.

Backhouse Jones, solicitors, and barristers from Exchange Chambers and Brick Court Chambers will lead the claim. The group legal action is being funded by litigation funder Therium Capital Management Limited, who will cover the costs, including significant insurance cover. The RHA indicate they have carefully organised the claim so as to avoid any cost or risk to hauliers joining the legal action.

Contact has been made with Backhouse Jones to clarify eligibility for Northern Ireland Councils to join the group action bearing in mind that the main period of focus is 1997 to 2011 which is pre local government reorganisation effected in April 2015. Discussions are continuing in this respect and a verbal update will be given at the meeting.

A copy of an article in the CIWM magazine is attached for further information at Appendix F.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

Ricky Burnett
Policy & Operations Director
Tel: 028 90 373000 Ext: 6677
Email: ricky.burnett@arc21.org.uk

Taking Action Against Truck Cartel

A Road Haulage Association update

TRUCK OPERATORS, including waste disposal and waste management companies, are set to benefit financially from a group claim being brought by the Road Haulage Association (RHA) against the European truck manufacturers that engaged in a price-fixing cartel. The claim, which will be free to join, will be open to RHA members and non-members alike who purchase or lease trucks.

The group claim relates to a July 2016 decision by the European Commission, which found that European truck manufacturers had engaged in price fixing and other cartel activities over a 14-year period between 1997 and 2011 in relation to trucks over six tonnes. The European Commission fined the manufacturers €2.926bn (£2.61bn) – the highest fine by far ever imposed for a cartel. DAF, Daimler/Mercedes, Iveco, MAN and Volvo/Renault admitted their guilt and confirmed that they had participated in the following activities at senior manager level:

- aligned gross list truck prices across Europe (including the UK) at the start of the cartel
- fixed gross (and sometimes net) list truck prices
- reduced rebates when the Euro was introduced
- agreed the cost that operators should pay for EURO 3, 4, 5, and 6 technologies
- delayed the introduction of more fuel efficient EURO technologies.

The cartel was a serious violation of EU competition rules and the Commission's decision proves liability before the UK courts. Scania chose not to settle the case with the European Commission and the investigation into them continues. That does not, however, prevent Scania trucks being included in the group claim for compensation.

As the trade association in the UK dedicated to the road haulage sector, the RHA announced in August 2016 its intention to bring a group



claim for compensation before the Competition Appeal Tribunal in London. As mentioned, the claim will not be limited to RHA members but will extend to all transport operators across all sectors (including waste disposal and management) that choose to sign up. The claim will cover new and second-hand trucks from six tonnes upwards, regardless of whether they were purchased outright, purchased on finance, or leased. The relevant period is 1997 to 2011 but with a potential further claim period before prices returned to competitive levels.

The RHA will be seeking to reclaim for operators the difference between what the trucks should have cost in a competitive market as compared with the cartel prices, as well as for any other increases in operators' costs resulting from the cartel. Based on the significant due diligence carried out to date, the RHA believes that the amount of compensation per truck will be material and is likely to exceed £6,000 per truck on average (including interest).

The RHA has put in place third-party funding and insurance to ensure that the case can be brought (a) without any cost to the RHA or to truck purchasers signing up to the claim; and (b) without any risk of needing to pay the defendants' costs in the event the case is unsuccessful. In return for funding the case, the funder will be seeking a percentage cut of any

damages awarded. Given the scope of the RHA's group claim, the RHA has been able to negotiate very favourable terms with the funder. Assuming a large number of claimants sign up to the RHA's group claim – which is anticipated – and the level of damages is in line with current thinking, truck purchasers will retain between 85 percent and 95 percent of the damages owed to them. If the case settles early, there is a further discount on the percentage return to the funder, resulting in an increased amount recovered by operators.

The RHA does not intend itself to profit from acting as representative, maximising the level of compensation that will be returned to those affected by the cartel.

The RHA has appointed a first-rate legal team to work on this matter. It includes Backhouse Jones, the UK's leading transport law firm, and specialist competition law barristers from Brick Court Chambers in London and Exchange Chambers in Manchester. The RHA is in the process of signing operators up to its group claim, as well as preparing its application to the Competition Appeal Tribunal. ■

Truck operators that are interested in finding out more about the RHA's group claim can do so at www.truckcartelaction.com. It is possible to register for updates on the website, as well as formally sign up to the RHA's group claim.

ITEM 14 Waste Statistics 2016/17

Purpose of the Report

At the last Joint Committee meeting Members requested that more detail be provided in respect of the differential in recycling rates and waste arisings per household between the arc21 Councils and NWRWMG and Other NI. The report is aimed at providing more detail in relation to these aspects.

Executive Summary

The purpose of the report is to provide supplementary information and further analysis in relation to household waste arisings and recycling rates across NI.

The Joint Committee is asked to note the report.

Report

The following graphs provide more detail in relation to the high level waste statistics, for 16/17, presented to the last Joint Committee in relation to waste arisings and recycling rates. Please note the figures are derived from Waste Data Flow and as the final validation has not yet been completed by the Department they are subject to change.

Figure 1 shows the average tonnes per household across the three waste management areas in 16/17 and indicates that as a group arc21 has consistently had the lowest tonnes per household when compared to the other groups.

Figure 1

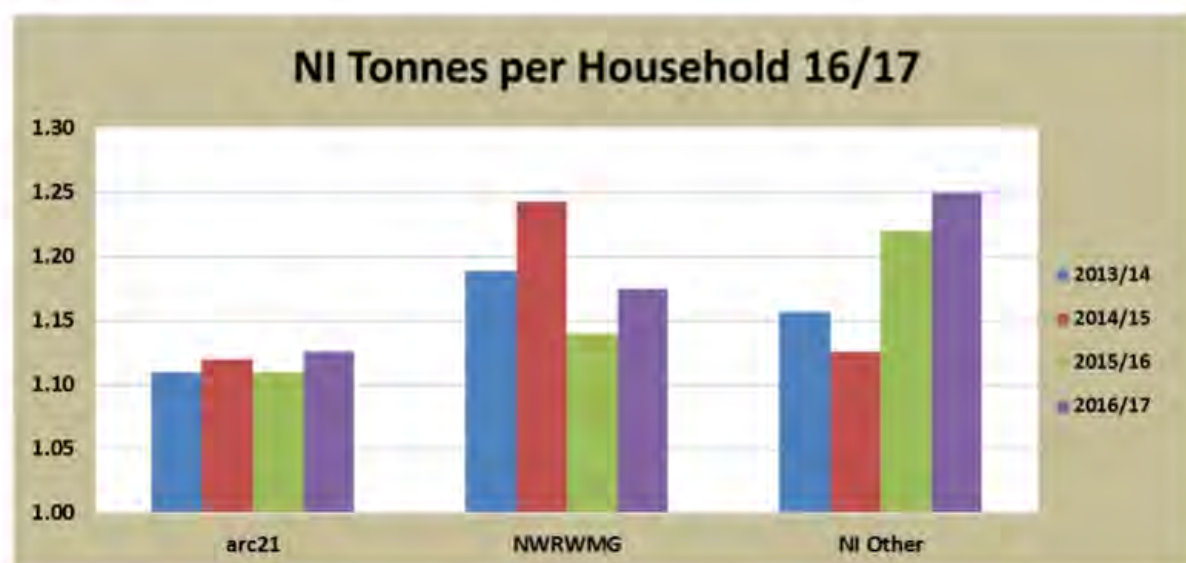


Figure 2 shows the average household waste arisings per household for each Council area set against the total household waste collected. There appears to be no direct correlation/trend as between the total arisings and amount of waste generated per household. This will be due to a number of factors such as socio economic factors, demographics, access to household recycling centres and Council specific policies including the type of service offered and the number of receptacles that households can present for collection.

Figure 2

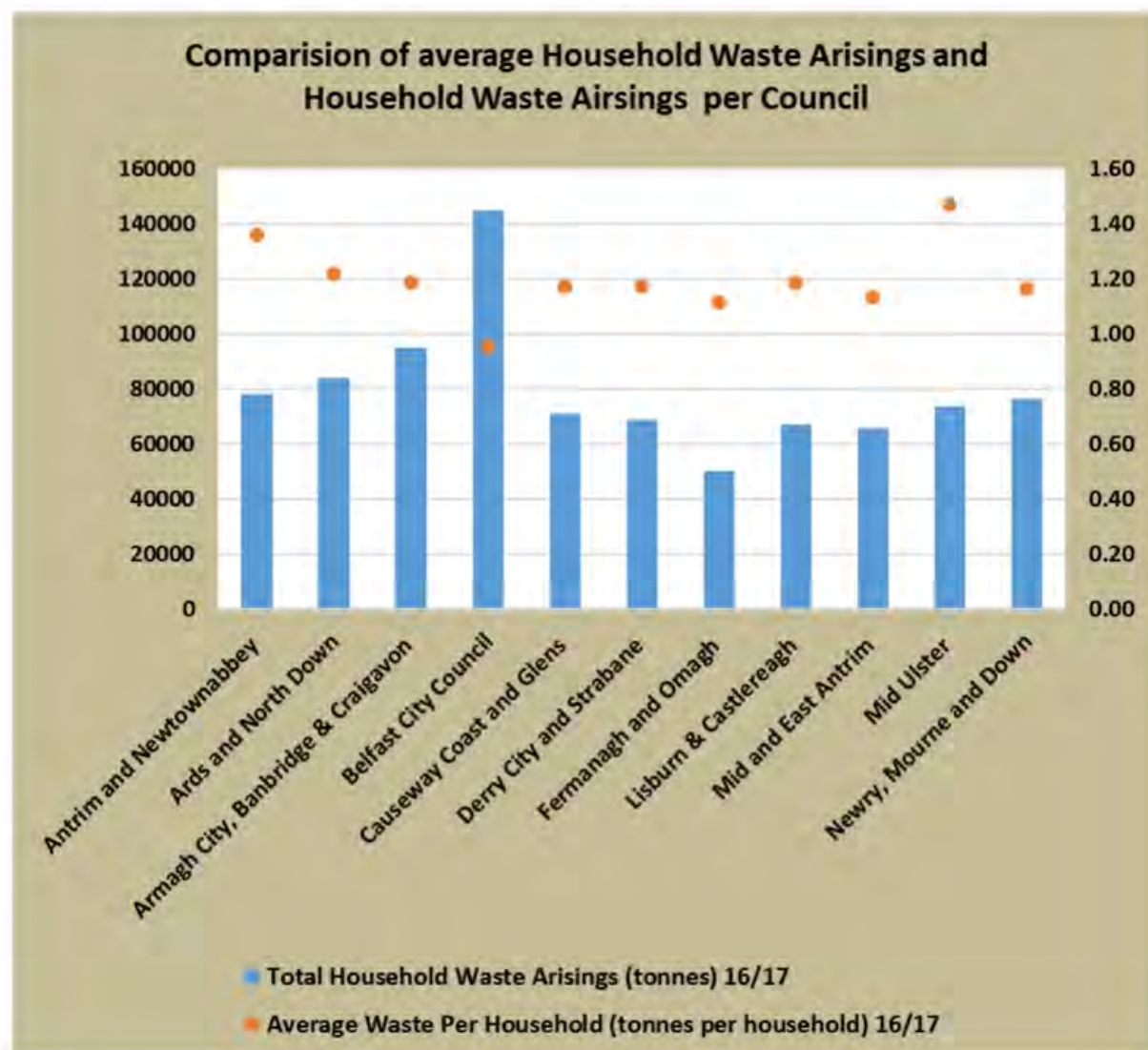


Figure 3 overleaf shows the recycling rate per Council for 15/16 and this is further broken down in Figures 4 and 5 to show the breakdown between dry recycling and composting rates.

Figure 3

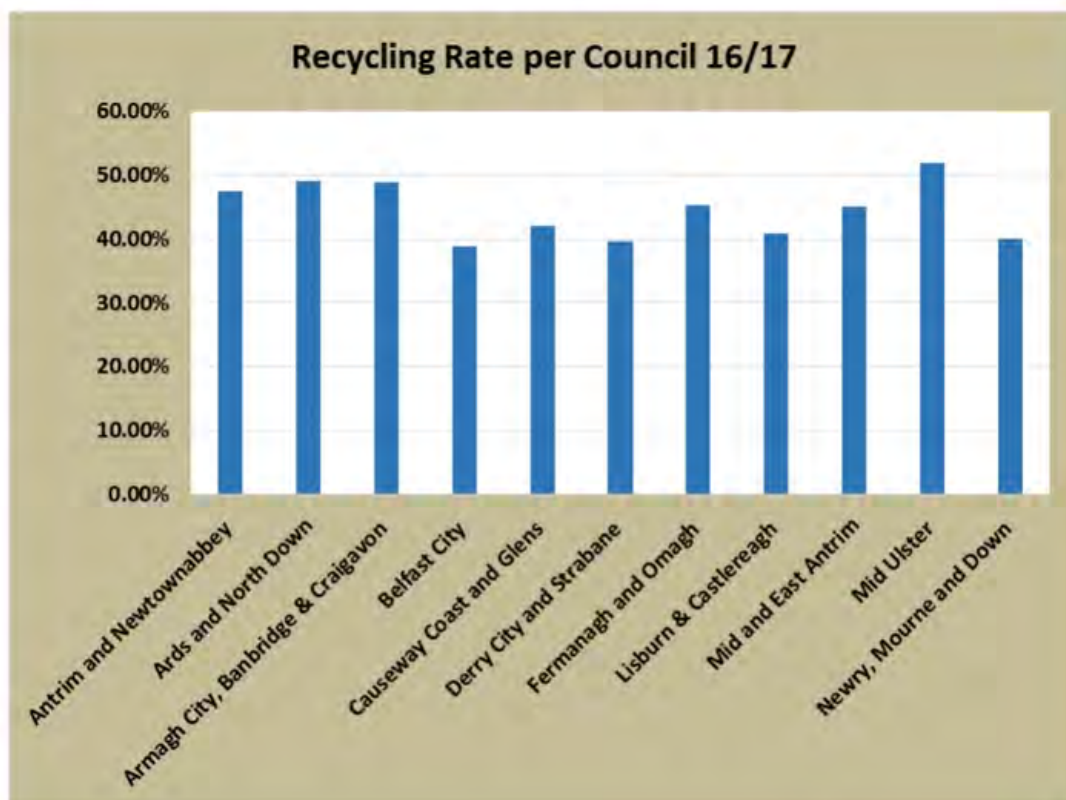


Figure 4

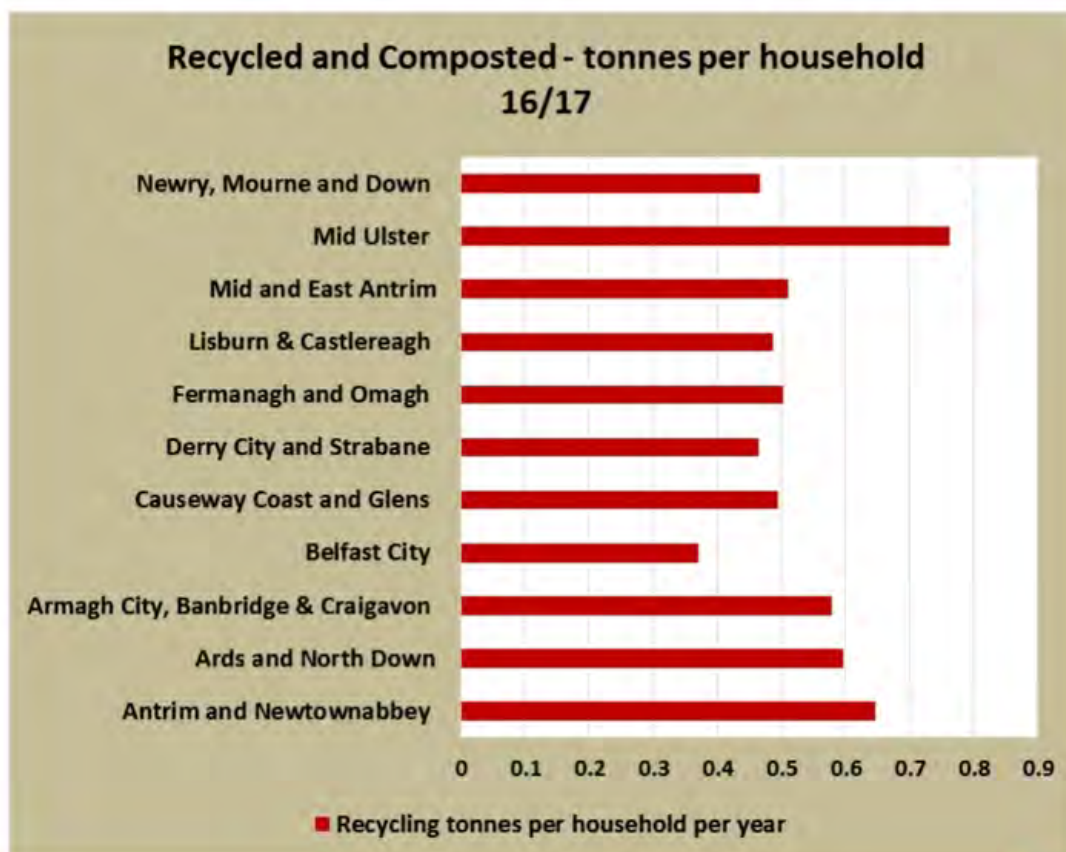
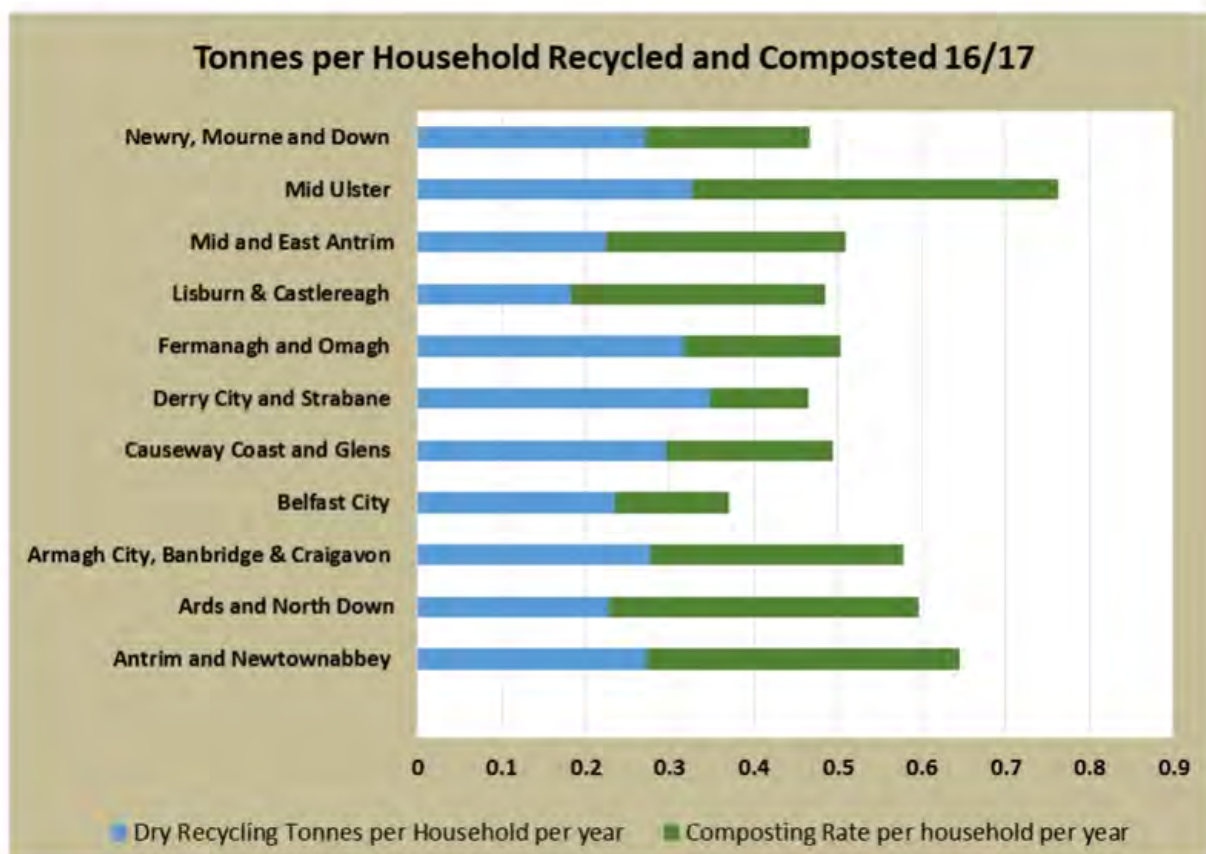


Figure 5



Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

Ricky Burnett
 Policy & Operations Director
 Tel: 028 90 373000 Ext: 6677
 Email: ricky.burnett@arc21.org.uk

arc21 Joint Committee - Meeting No. 024

**to be held at 10.30am on Thursday 28 September 2017
in The Pavilion, Londonderry Park, Newtownards
hosted by Ards and North Down Borough Council**

AGENDA

Item 1 AGM

- a. Procedures for the Election of Chair and Deputy Chair - *(written procedures) - George Craig* (pages 3-4)
- b. Election of Chair
- c. Election of Deputy Chair

Item 2 Conflicts of Interest

Joint Committee Members are reminded of their personal responsibilities under the Northern Ireland Local Government Code of Conduct for Councillors relating to any conflict of interest that might arise during the meeting, and should any member declare an interest, that declaration, and any action resulting therefrom will be recorded in the Minutes.

Item 3 Apologies

Item 4 Minutes of Joint Committee Meeting 023 held on 31 August 2017 - for approval (pages 5-10)

Item 5 Matters Arising

Item 6 National Salary Framework (written report) - George Craig - for noting (pages 11-12)

Item 7 Audit Committee Update (written report plus Appendices A-C) - George Craig - for noting (pages 13-36)

Item 8 Contracts and Performance Update (written report plus Appendix D) - Karen Boal (pages 37-44):

- Organic Waste - *Karen Boal - for noting* (page 37)
- MRF - *Karen Boal - for noting* (page 39)
- Landfill - *Karen Boal - for noting* (page 40)
- Bring Sites - *Karen Boal - for noting* (page 40)
- Street Sweepings - *Karen Boal - for noting* (page 41)
- Haulage - *Karen Boal - for noting* (page 41)
- Supplies - *Karen Boal - for noting* (page 41)
- Contracts and NILAS - *Karen Boal - for noting* (page 42)

AGENDA

In Committee

- Item 9** Minutes of Joint Committee Meeting 023 held on 31 August 2017 'in committee' - *for approval* (pages 45-46)
- Item10** Matters Arising
- Item 11** Residual Waste Treatment Project (written report) - *John Green - for noting* (pages 47-48)

Out of Committee & Return to Main Agenda

- Item 12** AOB

Next Meeting: Thursday 26 October 2017 to be hosted by Belfast City Council in The Harberton Room, Malone House, Belfast - *for noting*

ITEM 1
ARC21 JOINT COMMITTEE
PROCEDURES FOR THE ELECTION OF
CHAIR AND DEPUTY CHAIR

The following procedures for conducting the election of the positions of Chair and Deputy Chair will apply. The current Chair may address the meeting prior to stepping down. The current Deputy Chair will take the Chair for the purposes of conducting the formal election of the position of Chair.

1. **Firstly, the Secretary for the Joint Committee, the Corporate Services Director, will seek nominations from Members for the position of Chair of the Joint Committee.**
2. **Nominations for the positions of Chair must be proposed and seconded by Members present.**
3. **A Member seeking election can be nominated in absentia.**
4. **The names of the Member(s) nominated, together with the proposer and seconder, will be formally recorded.**
5. **The Corporate Services Director will then inform the meeting of the names of the nominees for the position of Chair and will then ask Members to vote for their preferred candidate.**
6. **All Members will have one vote.**
7. **Only the Members present are entitled to vote.**
8. **A Member may abstain from voting.**
9. **A Member cannot vote in absentia.**
10. **Members nominated can also vote for themselves.**
11. **Voting will be by way of a show of hands.**
12. **Voting will be formally recorded.**
13. **If there are two candidates nominated, the candidate who receives an overall majority of the votes from Members, present and voting, will be elected.**
14. **If there are more than two candidates nominated and no-one receives an overall majority of the votes, the candidate with the least votes will be eliminated and a further vote will take place.**

15. **This process will continue until two candidates remain and, at that stage, the candidate with the most votes will be elected.**
16. **Once elected, the Chair will take up the position and may address the meeting before announcing that the next item of business will be the election of the Deputy Chair.**
17. **The election procedures applicable to the position of Deputy Chair will be the same as those which apply to the position of Chair.**
18. **The Chair will also have one vote.**
19. **In accordance with normal practice the Chair will have a casting vote.**

The positions of Chair and Deputy Chair of the Joint Committee will be elected on an annual basis at the Annual General Meeting.

In the absence of the Chair, the Deputy Chair will conduct the business at the Joint Committee meetings.

In the event of the Chair or Deputy Chair not being in attendance, the Joint Committee must undertake an election, from the Members present, of a Chair before the business to be conducted can commence.

In the event of the resignation of the Chair and/or Deputy Chair, the Joint Committee must undertake an election for their replacement.

ITEM 4
ARC21 JOINT COMMITTEE
Meeting No 023
Hosted by Mid and East Antrim Borough Council
MINUTES
Thursday 31 August 2017

Members Present:

Councillor B Duffin	Antrim and Newtownabbey Borough Council
Councillor M Rea	Antrim and Newtownabbey Borough Council
Alderman A Carson	Ards and North Down Borough Council
Alderman R Gibson (<i>Deputy Chair</i>)	Ards and North Down Borough Council
Councillor A Cathcart	Ards and North Down Borough Council
Councillor M Collins	Belfast City Council
Councillor O Gawith	Lisburn & Castlereagh City Council
Councillor D O'Loan (<i>Chair</i>)	Mid and East Antrim Borough Council
Councillor B Adger	Mid and East Antrim Borough Council
Councillor R Wilson	Mid and East Antrim Borough Council
Councillor T Nicholl	Mid and East Antrim Borough Council
Councillor G Craig	Newry, Mourne and Down District Council

Members' Apologies:

Councillor G Milne	Belfast City Council
Councillor J Bunting	Belfast City Council
Councillor L Poots	Lisburn & Castlereagh City Council
Alderman J Tinsley	Lisburn & Castlereagh City Council
Councillor D Curran	Newry, Mourne and Down District Council
Councillor S Burns	Newry, Mourne and Down District Council

Officers Present:

J Quinn	arc21
R Burnett	arc21
J Green	arc21
G Craig (<i>Secretary</i>)	arc21
H Campbell	arc21
M Lavery	Antrim and Newtownabbey Borough Council
T Walker	Belfast City Council
H Moore	Lisburn & Castlereagh City Council
D Carey	Mid and East Antrim Borough Council

Officers' Apologies:

K Boal	arc21
G Girvan	Antrim and Newtownabbey Borough Council
D Lindsay	Ards and North Down Borough Council
N Grimshaw	Belfast City Council
P Thompson	Mid and East Antrim Borough Council
A Wilkinson	Newry, Mourne and Down District Council

Item 1 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement. There were no conflicts noted.

Action: Noted

Item 2 - Apologies

Apologies were noted.

The Chair welcomed Councillor Tommy Nicholl from Mid and East Antrim Borough Council to the meeting.

He also welcomed back Mr Ricky Burnett and Councillor Matthew Collins after their recent illnesses.

Action: Noted

Item 3 - Minutes

The minutes of Joint Committee meeting 022 held on 27 July 2017 were agreed.

Action: Agreed

Item 4 - Matters Arising from the Minutes

Page 4 - Independent Review of Internal Audit Service

Mr Craig informed Members that Mr David Nicholl from Onboard Training would be carrying out interviews with Councillor Gawith (Chair of the Audit Committee), Mr Quinn and himself on Monday 4 September at arc21 offices as part of the independent review of the Internal Audit Service.

Action: Noted

The Chair advised Members that the meeting would now be formally dealt with 'in committee'.

In Committee

Matters of a confidential and commercially sensitive nature were discussed under this agenda item and recorded accordingly.

Following discussion on the commercially sensitive matters, the Chair advised Members that the meeting would now return to the main agenda but whilst 'in committee' there were four matters discussed as follows:

- | | |
|---|-----------------------|
| Item 5 - In Committee Minutes of Joint Committee Meeting No. 022 held on 27 July 2017. | Action: Agreed |
| Item 6 - Matters arising: proposed site visit to the Covanta Energy from Waste plant at Poolbeg, Dublin. | Action: Noted |
| Item 7 - Residual Waste Treatment Project. | Action: Noted |
| Item 8 - Street Sweepings Contract. | Action: Agreed |

AGENDA

The Chair advised Members that the meeting would now return to the main agenda.

Out of Committee

Item 9 - Revenue Estimates

Mr Craig presented the Joint Committee with the proposed Revenue Estimates of arc21 for the three year period from 2018/19 to 2020/21, in respect of the Establishment, Procurement and Operational activities of the organisation. He reported that the costs were applied on the basis of population and reflect an increase in 2018/19 of 1% over the 2017/18 year - £1.165m compared to £1.15m.

He further reported that the estimates also reflect the end of the transitional arrangement with Newry, Mourne and Down and, from 2018/19 onwards, the contribution from Newry, Mourne and Down District Council will be on the same terms as all other Councils and added that the impact on the other 5 Councils, in the 2018/19 year, was a reduction in the contribution payable compared to the current year.

He recommended that the Joint Committee consider and approve the Revenue Estimates for the three years from 2018/19 to 2020/21 so that they can be presented to the Participant Councils for incorporation within their own respective budgets.

Given the prevailing inflationary pressures, Members expressed their appreciation on keeping the percentage rise to just 1%.

Following discussion the Joint Committee agreed the recommendation.

Action: Agreed

Item 10 - Contracts and Performance Update

Mr Burnett presented a report to advise the Joint Committee on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

A summary of the key discussions are replicated as follows:

- *Organic tonnages fell when compared to those delivered in June but were higher than the total collected in the same month last year.*
- *Tonnages collected through the MRF contract were broadly similar when compared to July 2016.*

In relation to NILAS, Mr Burnett advised that at this stage in the year arc21 Councils, both at an individual and group level, were on course to meet their allowances.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Item 11 - NI Waste Composition Analysis 2017 - Stage 1

Mr Burnett provided the Joint Committee with a summary of some key results arising from Stage 1 of the NI Waste Compositional Analysis 2017 which characterises the typical composition of household kerbside collected waste throughout Northern Ireland.

Results were shown in the form of bar charts the key components being as follows:

1. Set Out Rates per Sample Size (150 households);
2. Weight of Waste Collected per Collection Stream; and
3. Weight of Food Waste Collected per Collection Scheme.

Mr Burnett reported that considerable work was going on in the background with WRAP and that Stage 2 of the project would commence on 4th September and run until end of November 2017.

Members suggested more comparative graphs between the two stages for future reporting.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Item 12 - Consultation on the Draft UK Ship Recycling (Requirements in Relation to Hazardous Materials on Ships) Regulations 2017

Mr Burnett presented a report to advise the Joint Committee on the consultation issued by the Maritime and Coastguard Agency (MCA).

He reported that the purpose of the consultation was to seek views on the Government's draft UK regulations to support the EU Regulation (EU) No 1257/2013 on ship recycling and amending Regulation (EC) No 1013/2006 and Directive 2009/16/EC (the EU Regulation) in so far as the EU Regulation is about requirements applicable to ships (as opposed to ship recycling facilities).

A draft arc21 response was presented for consideration and endorsement.

Following discussion Members agreed to endorse the response, subject to any further amendments to take account of further contributions or developments prior to closing date, for submission to the MCA.

Action: Agreed

Item 13 - Truck Cartel

Mr Burnett presented a report to provide the Joint Committee with information on an emerging group action against some truck manufacturers.

He reported that the Road Haulage Association is offering the opportunity to UK Truck Operators to sign up to a group claim against some European truck manufacturers that engaged in a price fixing cartel.

Councils would be deemed as eligible organisations to join the group action if they so wished. If the claim is successful, haulage and logistics companies will get money back for vehicles sold or leased to them at inflated prices because of the cartel.

Mr Burnett reported that the group legal action is being funded by litigation funder Therium Capital Management Limited, who will cover the costs, including significant insurance cover. The RHA indicate they have carefully organised the claim so as to avoid any cost or risk to hauliers joining the legal action.

Mr Burnett informed the Committee that NI Councils are eligible to join the group and encouraged all to do so as compensation could be in the region of £6,000 per truck on average across the different truck sizes.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Item 14 - Waste Statistics 2016/17

Following a request at the last Joint Committee meeting, Mr Burnett presented a report to provide supplementary information and further analysis in relation to household waste arisings and recycling rates across NI.

The report included a number of graphs as follows:

- NI tonnes per household 16/17;
- Comparison of average Household Waste arisings and Household Waste Arisings per Council;
- Recycling Rate per Council 16/17;
- Recycled and Composted – tonnes per household 16/17; and
- Tonnes per Household Recycled and Composted 16/17.

Members queried the NILAS indicative figures provided earlier in the contracts report and Mr Burnett advised that the figures were indicative and consequently are subject to change as the Department conduct quarterly validation checks.

He further advised that he would have more accurate figures for the first quarter of the year in due course.

Following discussion the Joint Committee agreed to note the report..

Action: Noted

Item 15 - AOB

There was no further business discussed.

Action: Noted

Item 16 - Next Meeting

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 28 September 2017 at 10.30am and hosted by Ards and North Down Borough Council in The Pavilion, Londonderry Park, Newtownards.

Action: Noted

Date: _____

Chairman: _____

ITEM 6

National Salary Framework

Purpose of Report

To seek the approval of the Joint Committee for an independent review of pay bands operational within arc21 in order to bring them back into line with those applicable in Councils.

Executive Summary

Following Local Government Reform, Councils adopted pay bands based on evaluation and alignment within the National Salary Framework.

The pay bands in place within the Joint Committee remain unchanged from those applicable prior to Local Government Reform and are no longer aligned with those applicable in Councils.

The Local Government Staff Commission, the body responsible for such matters, has suggested that an independent review be undertaken to align employee salaries on a compatible basis with those payable to Council staff.

The approval of the Joint Committee is sought to engage the services of the Local Government Staff Commission to have an independent review undertaken to ensure that arc21 is properly aligned with Councils in this regard.

Background

Current Policy

The policy adopted by arc21 in relation to pay scales for Officers is to provide the same pay scales/bands as those applied to Officers of Councils in Northern Ireland, and based on information provided by:

- The National Joint Council for Local Government Services;
- The Hay Group - in relation to job evaluations; and
- The Joint Negotiating Committee for Chief Executives of Local Authorities.

The annual pay awards, when agreed nationally, are similarly applied to Officers of Councils.

Reform of Local Government 2015

Following the reform of local government in Northern Ireland, Councils have moved away from collective bargaining and adopted pay bands based on evaluation and alignment within the National Salary Framework. In the case of Council Chief Executives, for example, pay scales were agreed at re-organisation by the Local Government Reform Joint Forum and are applicable to all Chief Executives in Councils in line with the Local Government Staff Commission recommendations.

Since re-organisation, the Joint Committee has not changed its salary arrangements and has continued to use the pay bands which were in place prior to the reform of local government, which are no longer aligned with those applicable to Councils.

Report

Having consulted with the Local Government Staff Commission (LGSC), the body responsible for such matters, we have been advised that Councils, and also their own staff, have been the subject of an evaluation and alignment exercise to ensure continuing compatibility with Council employees.

In order to ensure the fair and equal treatment of arc21 Officers in this matter, it is suggested that an independent review be undertaken to align employee salaries on a compatible basis with those payable to Council staff.

Recommendation

It is recommended that the LGSC be asked to nominate an independent consultant (from their approved list) to undertake the review and provide a report to the Committee. The recommended consultant should have direct experience of carrying out similar reviews within Councils.

Action to be Taken

The Joint Committee is asked to accept the recommendation.

Officer to Contact

George Craig
Corporate Services Director
Tel: 028 90373000 Ext: 6672
Email: george.craig@arc21.org.uk

ITEM 7

Audit Committee Update

Purpose of Report

To provide an update to the Joint Committee on the issues dealt with at the Audit Committee meeting held on 21 September 2017.

Executive Summary

The business dealt with by the Audit Committee at the meeting held on 21 September 2017 is presented to the Joint Committee for information.

The business conducted is as set out in the Executive Summary with the main item under discussion being the formal auditing process of the accounts of the Joint Committee for the year to March 2017.

Following the statutory audit of the 2017 Statement of Accounts, undertaken by the Local Government Auditor, the Joint Committee is advised that the accounts will be certified without qualification which is a satisfactory position for the organisation to achieve.

The Report To Those Charged With Governance, issued by the NIAO, also confirms that there were no issues of concern arising from the audit to present to Members.

The formalities of the accounts process will now be completed with the approval and signing off of the accounts followed by the certification by the Local Government Auditor, in time to meet the statutory deadline of 30 September 2017.

The Joint Committee is asked to note the report.

Report

It is the policy of the Audit Committee to regularly update the Joint Committee on the range of issues that it deals with.

The most recent meeting of the Audit Committee was held on 21 September 2017 and the Executive Summary for that meeting is attached at Appendix A.

The main issue under consideration related to the auditing process, undertaken by the Local Government Auditor, of the Statement of Accounts of arc21 for the year to March 2017.

The audit review has now been completed and the NIAO has issued the Report To those Charged With Governance (RTTCWG) which confirms that there were no issues raised which the Local Government Auditor needs to bring to the attention of the Joint Committee. It is the intention of the Local Government Auditor to certify the accounts without qualification which is a satisfactory position for the organisation to achieve.

A copy of the RTTCWG is provided at Appendix B.

The Statement of Accounts were approved by the Audit Committee to enable them to be certified by the NIAO in time for the 30 September 2017 deadline. Following certification a copy of the Statement of Accounts will be presented to Members.

A copy of the minutes of the Audit Committee meeting held on 2 June 2017 were approved at the meeting held on 21 September 2017 and a copy of those minutes are provided at Appendix C.

Action to be Taken

The Joint Committee is asked to note this report.

Officer to Contact

George Craig
Corporate Services Director
Tel: 028 90373000 Ext: 6672
Email: george.craig@arc21.org.uk



AUDIT COMMITTEE 21 SEPTEMBER 2017

ITEM 1 – MEETING – AUDIT COMMITTEE, INTERNAL AUDITOR, EXTERNAL AUDITOR

The officers from arc21 are not present for this pre-meeting. This is to facilitate “a separate private meeting between the Audit Committee and the Auditors” as recommended in the Annual Review of The Effectiveness of the Audit Committee.

ITEM 2 - EXECUTIVE SUMMARY

The Audit Committee meeting to be held on 21 September 2017 is the second one in 2017/18. It is recommended that at least four meetings should be held each year.

A summary of the Agenda items for the meeting is as shown below.

ITEM 3 – APOLOGIES

The Chair is to ask for any apologies for the meeting to be noted.

ITEM 4 – CONFLICTS OF INTEREST

The Chair is to call for any Conflicts of Interest prior to the main Agenda items, in-line with the procedures for the Joint Committee meetings.

ITEM 5 - MINUTES OF MEETING NUMBER 8 – 2 JUNE 2017

For Approval

The minutes of the last meeting of the Audit Committee are presented for approval.

ITEM 6 - MATTERS ARISING FROM THE MINUTES

For Noting/Action

There were three matters arising from the minutes of the last meeting.

- Item 6 – The Audit Committee Handbook as approved by the Audit Committee at the 2 June 2017 meeting, is to also be presented to the Joint Committee. This was presented by Mr Craig at the Joint Committee meeting held on 29 June 2017. **For Noting**
- Item 6 – The Annual Audit Committee Self-Assessment Exercise is to be arranged by Mr Craig for a meeting later in the year. See Agenda Item 14 of these papers. **For Noting**

- Item 16 – The Annual Report of the Audit Committee as approved by the Audit Committee at the 2 June 2017 meeting, is to also be presented to the Joint Committee. This was presented by Mr Craig at the Joint Committee meeting held on 29 June 2017. **For Noting**
- Item 18 – As part of Audit Committee capacity building, it was agreed to request a presentation from the Northern Ireland Audit Office on the services it provides. Mr Craig is to arrange this with NIAO. **For Action**

ITEM 7 – INTERNAL AUDIT PROGRESS REPORT

For Noting

AGRS to provide their regular update on the progress of the Internal Audit activities for the year, tracked against the agreed Audit Plan.

ITEM 8 – RISK MANAGEMENT REPORT

For Noting

The Audit Committee to be presented with an update on arc21's risk management process, including the Corporate Risk Map.

ITEM 9 – EFFECTIVENESS OF INTERNAL AUDIT SERVICE

For Noting

Mr Craig to provide a verbal update on the current ongoing external review of AGRS, specifically on the areas that impact arc21.

ITEM 10 – REPORT TO THOSE CHARGED WITH GOVERNANCE

For Noting

NIAO are to present the draft Report to those Charged With Governance (RttCWG) which will cover any findings arising from the field work of the external audit of the Statement of Accounts for 2016-17.

ITEM 11 – STATEMENT OF ACCOUNTS 2016-17

For Approval

Signatures Required – Chair of Audit Committee & Chief Executive

The post-audit Statement of Accounts 2016-17 is presented for approval. The Chair of the Audit Committee and the Chief Executive will then be asked to sign the Accounts, prior to submission to the NIAO for certification.

ITEM 12 – NATIONAL FRAUD INITIATIVE

For Noting

To provide an update on the National Fraud Initiative, following arc21's completion of the matching stage of the 2016 exercise.

ITEM 13 – SUPPLIER PAYMENTS SUMMARY APRIL 2017 – AUGUST 2017

For Noting

The Supplier Payments Summary for the 5 month period from April 2017 to August 2017 is presented, showing the value of expenditure incurred by arc21.

ITEM 14 – AUDIT COMMITTEE TRAINING & SELF-ASSESSMENT EXERCISE

For Noting

Mr Craig to provide a verbal update on the options for Audit Committee training and the option of using the annual Self-Assessment Exercise as a focus for this.

ITEM 15 – ANY OTHER BUSINESS

No items of any other business have been presented in advance of the meeting but Members of the Audit Committee, and attendees, will have the opportunity to raise issues under this agenda item at the meeting.

ITEM 16 - DATE OF NEXT MEETING

To Be Discussed

This is likely to be mid-November 2017 and may be centered around Audit Committee training.



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The Local Government (Northern Ireland) Order 2005 provides that the Department for Communities may, with the consent of the Comptroller and Auditor General, designate persons who are members of the Northern Ireland Audit Office as Local Government Auditors. Louise Mason, Assistant Auditor General, is the designated Local Government Auditor for all local government bodies in Northern Ireland.

For further information please contact:

Alfred Knox
Audit Manager
Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU

Tel: 028 9025 4321

Email: Alfred.Knox@niauditoffice.gsi.gov.uk

arc21 JOINT COMMITTEE AUDIT OF 2016-2017 FINANCIAL STATEMENTS

DRAFT REPORT TO THOSE CHARGED WITH GOVERNANCE

Contents

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Executive Summary

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Introduction

1. This report summarises the key matters arising from our audit of the 2016-17 financial statements for the benefit of those charged with governance¹.
2. We would like to thank the Chief Financial Officer and his staff for their co-operation during the audit process.
3. The examination of the 2016-17 financial statements was undertaken in accordance with auditing standards issued by the Auditing Practice Board (APB), taking into account the UK Auditing Practice Board's Practice Note 10 (Revised); Audit of Financial statement in Public Sector Bodies in the United Kingdom and the Code of Audit Practice issued by the Local Government Auditor. Our approach to the audit was planned and executed in accordance with the Audit Strategy presented to the Audit Committee in January 2017.
4. This report has been prepared for the sole use of arc21. Our prior consent should be sought before any distribution (including web publication) either in full or in part is made. The Northern Ireland Audit Office (NIAO) does not accept responsibility to any third party for losses arising from reliance being placed on this report.
5. In accordance with regulation 10 of the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015, the Joint Committee must no later than 30 September following the end of the financial year publish (which must include publication on the local government body's website) the statement of accounts together with the audit report. Where an audit of accounts has not been concluded before 30 September the Joint Committee must publish (which must include publication on the local government body's website) as soon as reasonably practicable on or after 30 September a notice stating that it has not been able to approve the accounts and the reason for this being the case.
6. When publication of the accounts is made via the website the published accounts should be in pdf format and be an exact copy of the audited accounts. Our approval is required prior to publication and a copy of the document to be published should therefore be sent to us in advance for our consideration.
7. In addition, as soon as reasonably possible after conclusion of an audit, a local government body must give notice by publication on its website stating that the audit has been concluded and that the statement of accounts is available for inspection by any member of the public and including the matters set out in Regulation 16 of the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015.

Actions for those charged with governance

8. Those charged with governance are invited to review the findings set out in this report, including the draft letter of representation and proposed audit report included in Annex A and Annex B respectively.
9. Those charged with governance should consider whether they recommend to the Chief Financial Officer correcting the unadjusted misstatements set out in Section 3 within the final financial statements. We would not propose to qualify the audit opinion on the truth and fairness of the financial statements if this misstatement remain unadjusted.

Status of audit

10. Our audit is close to completion.

¹ In accordance with ISA 260, those charged with governance are those individuals accountable for ensuring that the Council achieves its objectives, with regard to reliability of financial reporting, effectiveness and efficiency of operations, compliance with applicable laws, and reporting to interested parties.

Executive Summary

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Overall conclusion and opinion

11. The Local Government Auditor will provide her audit opinion in the format set out in Annex B – Proposed Audit Report. The audit report includes an opinion as to the truth and fairness of the financial statements and that certain information given in the Narrative Report is consistent with the financial statements. The audit report also includes an opinion on whether the part of the Remuneration Report to be audited has been properly prepared in accordance with the Department for Communities directions made under the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015.
12. We anticipate recommending to the Local Government Auditor that she certifies the 2016-17 financial statements with an unqualified audit opinion, without modification.

Audit judgements

13. No significant audit judgements were made in reaching our audit opinion.

Audit findings

14. In Section 2 we outline the quality, effectiveness and transparency of arc21's financial reporting and its accounting policy selection, and our audit findings including any issues identified relating to the internal control environment.
15. No issues were identified on the quality, effectiveness and transparency of financial reporting and accounting.
16. The accounting policies were considered appropriate.
17. There were no significant issues identified regarding regularity.
18. We identified no significant internal control weaknesses.
19. The Annual Governance Statement has been completed appropriately by arc21 making full disclosure of all issues in accordance with requirements and good practice.
20. Further issues of interest are set out in the Other Matters of Governance Interest section.

Identified misstatements

21. Section 3 details misstatements identified during the course of the audit. No financial misstatements were identified in the 2016-17 financial statements.
22. Section 3 also details uncorrected misstatements which has a nil effect to the CIES. Management have not corrected these misstatements as they do not consider them material in the context of the financial misstatements as a whole.
23. In the course of the audit there were a few minor presentational changes to the financial statements – see section 3.4 of this report.

Section 2 Audit Findings

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Significant risks

- 1.1. In our Audit Strategy issued in January 2017, our assessment of arc21's operations and control environment identified no significant risks. A significant risk is an identified and assessed risk of material misstatement that, in the auditor's judgement, requires special audit consideration.
- 1.2 No new risks have been identified since the Audit Strategy was issued.

Provisional Audit Findings

Section 2

Audit Findings

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Financial Reporting and Accounting Policies

- 2.1 The Financial Statements are required to comply with the Code of Practice on Local Authority Accounting in the United Kingdom and in accordance with the Accounts Direction issued by the Department for Communities.
- 2.2 In this section we draw to your attention our review of qualitative aspects of the accounting practices and financial reporting. This includes any significant changes or issues in respect of the accounting policies; estimates; judgements and the adequacy of disclosures affected by unusual or non-recurring transactions recognised during the period. We also review the overall balance and clarity of information contained in the Narrative Report.
- 2.3 A number of minor presentational adjustments were made to the financial statements submitted for audit.
- 2.4 During the audit:
- The accounting policies were considered appropriate to the particular circumstances of arc21, judged against the objectives of relevance, reliability, comparability and understandability. For example, we noted that all of the accounting policies have remained consistent with the prior year.
 - All transactions were correctly recorded in the correct period.
 - No issues arose from the review of the appropriateness of accounting estimates and judgements in relation to provisions, including the consistency of assumptions and degree of prudence reflected in the recorded amounts.
 - There are no material risks which have a potential effect on the financial statements which have not been disclosed in the financial statements.
 - The financial statements are not affected by any unusual transactions including non-recurring profits and losses recognised during the period.
 - There are no apparent misstatements in the other information in the document containing the audit financial statements or material inconsistencies between it and the audited financial statements.
 - There were no significant difficulties encountered during the audit.

Review of information in the Narrative Report

- 2.5 We review information in the Narrative Report only to the extent that we confirm it is consistent with the financial statements and our understanding of the business. Except as noted in the audit opinion, the Narrative Report is not subject to our audit opinion.
- 2.6 The Narrative Report was considered to be consistent with our understanding of the business, and was in line with the other information provided in the financial statements.

Internal Control

- 2.7 No material weaknesses in the design and implementation of internal controls have come to our attention during the course of our audit. Individual findings and recommendations are set out in "Observations and Recommendations" below.
- 2.8 We have reviewed the Governance Statement and in our opinion, it fairly reflects our understanding of the state of internal control systems within the entity during the year.

Section 2 Audit Findings

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Remuneration Report

- 2.9 The Remuneration Report has been properly prepared in accordance with the Department for Communities directions made under the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015.

Observations & Recommendations

- 2.10 This section outlines the findings arising from our audit, as well as management's response and target date for implementation to these recommendations.

- 2.11 We have included the significant, important and best practice findings arising from our audit which are defined as:

- Priority 1 – significant issues for the attention of senior management which may have the potential to result in material weakness in internal control.
- Priority 2 – important issues to be addressed by management in their areas of responsibility.
- Priority 3 – issues of a more minor nature which represent best practice.

There were no such findings arising from our audit of 2016-17.

- 2.12 As outlined in our Audit Strategy our procedures included a review of the internal controls and accounting systems and procedures only to the extent considered necessary for the effective performance of the audit. Audit findings and observations therefore should not be regarded as representing a comprehensive statement of all the weaknesses which exist, or all improvements which could be made to the systems and procedures operated.

Section 3 Identified Misstatements

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- 3.1 This section contains details of adjustments made to the financial statements during the course of the audit, as well as unadjusted misstatements which are not considered material in the context of the financial statements as a whole.

Significant adjustments made to the financial statements

- 3.2 There were no financial audit adjustments made to the initial financial statements presented for audit.
- 3.3 A small number of narrative adjustments were made to ensure compliance with the disclosures required under the Code of Practice on Local Authority Accounting.

Unadjusted misstatements or uncertainties arising from the audit

- 3.4 We are obliged to bring to your attention the misstatements found during the course of the audit that have not been corrected, unless they are 'clearly trivial', which we have identified as below £5,000.

3.5

Description of adjustments	Account area	CIES		BS	
		Debit	Credit	Debit	Credit
		£'000	£'000	£'000	£'000
Accrual overstated which is refunded to Councils	Creditors/Debtors			21	21
	Expenditure/Income	21	21		
Overall Total		21	21	21	21
Net effect			0	0	

Section 4

Other Matters of Governance Interest

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- 4.1 International Standard on Auditing 260 requires us to communicate with those charged with governance any other audit matters of governance interest. These include matters which have come to our attention which may present future risks, enhance overall governance or where those charged with governance might wish to seek assurance on controls and processes.

Fraud

- 4.2 We are required by Auditing Standards to report to you if we identify a fraud or obtain information that indicates that a fraud may exist. We found no such instances during our testing.
- 4.3 In addition, we are not aware of material weaknesses in the design or implementation of internal controls to prevent and detect fraud.
- 4.4 In the course of our audit we have not identified any suspected or non-compliance with the laws and regulations.

Going concern

- 4.5 In the course of our audit, we have not identified any material uncertainties relating to events and conditions that may cast doubt on arc21's ability to continue as a going concern.

Management of personal data

- 4.6 arc21 is required to comply with the Data Protection Act 1998 in the handling and storage of personal data and those charged with governance should ensure they have made sufficient enquiries of management to form a view on whether there were any significant specific data incidents which should be disclosed in the Governance Statement. We are unaware of any data handling incidents during the year. Confirmation of this is sought within the letter of representation (Annex A).

Statement on personal data

- 4.7 During the course of our audit we have access to personal data to support our audit testing. We have established processes to hold this data securely within encrypted files and to destroy it where relevant at the conclusion of our audit. We can confirm that we have discharged those responsibilities communicated to you in accordance with the requirements of the Data Protection Act 1998.

Disagreements with management

- 4.8 There are no audit disagreements with management, about matters that individually or in aggregate could be significant to the financial statements to report.

Co-operation with other auditors

Internal Audit

- 4.9 We reviewed the work of internal audit. Whilst we have not placed direct reliance on their work during the audit we have used their findings to inform and direct our approach and inform our review of the Governance Statement for completeness. We have discussed with internal audit any outstanding recommendations and assessed the impact on the year end audit, no significant matters were noted.

Deficiencies in internal control

- 4.11 No deficiencies in internal control were brought to the attention of the audit team that have not been disclosed in the Annual Governance Statement or including in this report.

Section 4

Other Matters of Governance Interest

Independence, integrity & objectivity of auditors

- 4.13 The NIAO's policy to ensure independence, integrity and objectivity of our auditors was set out in our Audit Strategy. Overall, the threat to the audit arising from issues affecting our independence, integrity and objectivity is low, and the safeguards in place ensure that the likelihood of any impact is low.
- 4.14 We have complied with APB Ethical Standards and, in our professional judgement, we are independent and our objectivity is not compromised. There are no relationships between NIAO and arc21 that we consider to bear on our objectivity and independence.

Reliance on other experts

- 4.15 We have relied upon the work and expertise of
- An Actuary for the valuation of the pension scheme liabilities

Proper Arrangements

- 4.16 Under the Local Government (Northern Ireland) Order 2005, the Local Government Auditor should be satisfied that a Council or Local Government body has in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources. There were no matters arising.

Other matters of interest

- 4.17 The project for the procurement of treatment facilities for residual waste continues in cooperation with the bidder involved in the process at their own risk and within the agreed affordability mandate. In respect of the Planning Application for the proposed treatment facilities, the Planning Appeals Commission (PAC) process has been completed and the report presented by the Commissioner to the Department on 9 March 2017. Planning permission for the facility was granted by the Department of Infrastructure on 13th September 2017.

Complaints procedure

- 4.18 NIAO seeks to ensure that, when carrying out its audit work, it complies with the principles developed by the Public Audit Forum in its paper "What Public Sector Bodies can expect from their Auditors".

NIAO also wishes to gauge public sector bodies' perceptions of its audit processes in order to promote continuous improvement. In particular, it undertakes to act quickly on any complaint and ensure that the underlying causes of problems are addressed to prevent them recurring. In the first instance, complaints can be addressed to the member of the Directorate responsible for the audit within which the concern has been raised.

Failing resolution of the problem to the satisfaction of the complainant, the Chief Executive of the audited body can then write directly to the Comptroller and Auditor General. He will ensure that a further review of the case will be undertaken.

Annex A – Letter of Representation

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[Client Letterhead]

The Local Government Auditor
Northern Ireland Audit Office
106 University Street
BELFAST
BT 7 1EU

LETTER OF REPRESENTATION: arc21 2016-17

As Chief Financial Officer of the Joint Committee, my responsibility for preparing accounts that give a true and fair view of the state of affairs, income and expenditure and cash flows of arc21 for the year ended 31 March 2017.

In preparing the accounts, I was required to:

- observe the accounts direction issued by the Department for Communities, including the relevant accounting and disclosure requirements and apply appropriate accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis; and
- state whether applicable accounting standards have been followed and disclosed and explain any material departures in the accounts; and prepare the accounts on a going concern basis on the presumption that arc21 will continue in operation.

I confirm that for the financial year ended 31 March 2017:

- having considered and enquired as to arc21's compliance with law and regulations, I am not aware of any actual or potential non-compliance that could have a material effect on the ability of arc21 to conduct its business or on the results and financial position disclosed in the accounts;
- all accounting records have been provided to you for the purpose of your audit and all transactions undertaken by arc21 have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management meetings which you have requested have been supplied to you; and
- all Related Parties and Related Party Transactions involving Councillors and senior staff of arc21 have been properly disclosed.

All material accounting policies as adopted are detailed in note 1 to the accounts.

INTERNAL CONTROL

I acknowledge as Chief Financial Officer my responsibility for the design and implementation of internal controls to prevent and detect error and I have disclosed to you the results of my assessment of the risk that the financial statements could be materially misstated.

I confirm that I have reviewed the effectiveness of the system of internal control and that the disclosures I have made are in accordance with Department for Communities guidance on the Governance Statement.

Annex A – Letter of Representation

FRAUD

I acknowledge as Chief Financial Officer my responsibility for the design and implementation of internal controls to prevent and detect fraud and I have disclosed to you the results of my assessment of the risk that the financial statements could be materially misstated as a result of fraud.

I am not aware of any fraud or suspected fraud affecting arc21 and no allegations of fraud or suspected fraud affecting the financial statements has been communicated to me by employees, former employees, analysts, regulators or others.

ASSETS

General

All assets included in the Balance Sheet were in existence at the reporting period date and owned by arc21 and free from any lien, encumbrance or charge, except as disclosed in the accounts. The Balance Sheet includes all long term assets owned by arc21.

Long Term Assets

All assets capable of being used for a period which could exceed one year are capitalised. Depreciation is calculated to reduce the net book amount of each asset to its estimated residual value by the end of its estimated useful life in arc21's operations.

Current Assets

On realisation in the ordinary course of arc21's operations the other current assets in the Balance Sheet are expected to produce at least the amounts at which they are stated. Adequate provision has been made against all amounts owing to arc21 which are known, or may be expected, to be irrecoverable.

LIABILITIES

General

All liabilities have been recorded in the Balance Sheet. There were no significant losses in the year and no provisions for losses were required at the year end.

Pension Liability

The net pension liability at the year-end is £598,000.

On the basis of the process established and having made appropriate enquiries, I am satisfied that the actuarial assumptions underlying the valuation of pension scheme liabilities are consistent with my knowledge of the NILGOSC Pension scheme. Furthermore, I confirm that:

- All significant retirement benefits, including any arrangements that are implicit in the employers' actions, have been identified and properly accounted for; and
- All settlements and curtailments have been identified and properly accounted for.

Provisions

The Joint Committee is not aware of any liability which would require the disclosure of a provision within the financial statements.

Annex A – Letter of Representation

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Contingent Liabilities

A contingent liability has been included in the financial statements in respect of the Residual Waste Treatment Project.

I am not aware of any pending litigation which may result in significant loss to arc21, and I am not aware of any action which is or may be brought against arc21 under the Insolvency (Northern Ireland) Order 1989 and the Insolvency (Northern Ireland) Order 2005.

OTHER DISCLOSURES

Results

Except as disclosed in the accounts, the results for the year were not materially affected by transactions of a sort not usually undertaken by the Joint Committee, or circumstances of an exceptional or non-recurring nature.

Unadjusted errors

The following unadjusted errors have been brought to my attention:

- Accruals overstatement of £21k, in relation to the settlement of a contract, which has a nil effect on the CIES due to it being refunded to Councils.

I consider the effect of these unadjusted errors to be immaterial, both individually and in aggregate, to the financial statements taken as a whole.

Events after the Balance Sheet date

Except as disclosed in the accounts, there have been no material changes since the Balance Sheet date affecting liabilities and commitments, and no events or transactions have occurred which, though properly excluded from the accounts, are of such importance that they should have been brought to your notice.

The project for the procurement of treatment facilities for residual waste continues in co-operation with the bidder involved in the process at their own risk and within the agreed affordability mandate. In respect of the Planning Application for the proposed treatment facilities, the Planning Appeals Commission (PAC) process has been completed and the report was presented by the Commissioner to the Department on 9th March 2017. Planning permission for the facility was granted by the Department of Infrastructure on 13th September 2017.

Personal Data Related Incidents

I can confirm there were no data related incidents in the financial year and to date.

John Quinn
arc21
Chief Financial Officer
September 2017

Annex B – Audit Report

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ARC21 JOINT COMMITTEE

I have audited the financial statements of arc21 Joint Committee for the year ended 31 March 2017 under the Local Government (Northern Ireland) Order 2005. The financial statements comprise the Movement in Reserves Statement, Comprehensive Income and Expenditure Statement, Balance Sheet, Cash Flow Statement, and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

This report is made solely to the Members of arc21 Joint Committee in accordance with the Local Government (Northern Ireland) Order 2005 and for no other purpose, as specified in the Statement of Responsibilities.

Respective responsibilities of the Chief Financial Officer and the independent auditor

As explained more fully in the Statement of Joint Committee's and Chief Financial Officer's Responsibilities, the Chief Financial Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view of the income and expenditure and cash flows for the financial year and the financial position as at the end of the financial year. My responsibility is to audit the financial statements in accordance with the Local Government (Northern Ireland) Order 2005 and the Local Government Code of Audit Practice. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the arc21 Joint Committee's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the arc21 Joint Committee; and the overall presentation of the financial statements. In addition I read all the financial and non-financial information in the Statement of Accounts to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

Opinion on financial statements

In my opinion:

- the financial statements give a true and fair view, in accordance with relevant legal and statutory requirements and the Code of Practice on Local Authority Accounting in the United Kingdom 2016-17, of the financial position of arc21 Joint Committee as at 31 March 2017 and its income and expenditure for the year then ended; and
- the financial statements have been properly prepared in accordance with the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015 and the Department for Communities' directions issued thereunder.

Annex B – Audit Report

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Opinion on other matters

In my opinion:

the part of the Remuneration Report to be audited has been properly prepared in accordance with the Department for Communities directions made under the Local Government (Accounts and Audit) Regulations (Northern Ireland) 2015; and

the information given in the Narrative Report for the financial year ended 31 March 2017 is consistent with the financial statements.

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if:

- in my opinion:
 - the Annual Governance Statement:
 - does not reflect compliance with the Code of Practice on Local Authority Accounting in the United Kingdom 2016-17 ;
 - does not comply with proper practices specified by the Department for Communities;
 - is misleading or inconsistent with other information I am aware of from my audit; or
 - adequate accounting records have not been kept; or
 - the statement of accounts and the part of the remuneration Report to be audited are not in agreement with the accounting records; or
 - I have not received all of the information and explanations I require for my audit, or
- I issue a report in the public interest under Article 9 of the Local Government (Northern Ireland) Order 2005; or
- I designate under Article 12 of the Local Government (Northern Ireland) Order 2005 any recommendation made to arc21; or
- I exercise the other special powers of the auditor under Article 19 to 21 of the Local Government (Northern Ireland) Order 2005.

Certificate

I certify that I have completed the audit of accounts of arc21 Joint Committee in accordance with the requirements of the Local Government (Northern Ireland) Order 2005 and the Local Government Code of Audit Practice.

*Louise Mason
Local Government Auditor
Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU
September 2017*

arc21 AUDIT COMMITTEE**2 June 2017****DRAFT MINUTES OF MEETING NUMBER 8****In attendance:**

Audit Committee

Councillor Owen Gawith – Chair
Alderman Angus Carson – Deputy Chair
Councillor Beth Adger
John Balmer

arc21

John Quinn
George Craig
Brian McKeown

Internal Audit

Andy Harrison
Nicola Coles

Northern Ireland Audit Office

Alfred Knox

Item 1 - Pre- Meeting - Audit Committee, Internal Auditor, External Auditor

It was agreed that the Pre-Meeting was not to be held at the start of the meeting but would be held at the end if required by the Audit Committee and taking into account any issues that may arise during the meeting.

Item 2 - Executive Summary**Action: Noted****Item 3 - Apologies**

Audit Committee

Councillor Stephen Burns

Item 4 - Conflicts of Interest

Andy Harrison and Nicki Coles are to step out of the meeting during Item 14 as this contains the Service Level Agreement for the services of AGRS for the 2017/18 year.

Item 5 - Minutes of Meeting 7

The minutes of the meeting held on the 26 January 2017 were approved. Alderman Carson proposed and Mr Balmer seconded.

Action: Agreed**AGENDA**

Item 6 - Matters Arising

There was one matter arising from the minutes of the meeting held on 26 January 2017:

- *Item 9.5 – Audit Committee Members Handbook:*

Mr Craig presented the Members Handbook within these papers. The handbook is aimed at providing guidance to all existing and any future members of the Audit Committee. It includes specific arc21 information and also general published guidance relating to best practice for Audit Committees.

The Audit Committee approved the Members Handbook, a copy of which will also be presented to the Joint Committee.

Action: Mr Craig

- *Item 9.6 – Annual Report:*

Mr Craig will cover this matter under Item 16 of this meeting.

Action: Noted

- *Item 9.7 – Audit Committee Self-Assessment:*

As agreed by the Audit Committee, Mr Craig will present the recently completed Self-Assessment Exercise to the Joint Committee, for their noting.

The Self-Assessment Exercise for the current year will be included in the agenda for the next Audit Committee meeting.

Action: Mr Craig

Item 7 - Risk Management Report

Mr Craig presented an update on the risk management process following completion of the quarterly review undertaken by the Senior Management Team in May 2017.

Mr Craig updated the Audit Committee in regards to the changes that had been made to the corporate risks taking into account the most recent assessment of the issues impacting on them. He explained that this meant amending the risk ratings as well as the risk controls in order that the risks can be better managed.

Following some questions and clarifications the Audit Committee noted the updated risk management report.

Action: Noted

Item 8 - Internal Audit – Progress Report

Ms Cole provided an update on the current internal audit plan activities.

There were 3 reports completed since the last meeting. The outcome of all 3 audits was generally positive with an opinion of “Some Improvement Needed”. Ms Cole outlined the key points from each report:

- Landfill Contract. There were 3 recommendations (2 medium, 1 low) which were all accepted by management.

- Haulage & Transfer Contract. There were 2 recommendations (both medium) which were all accepted by management.
- Supply Contract. There was 1 recommendation (medium) which was accepted by management.

In addition AGRS undertook a review of the MRF contract as part of the confirmation of the final figures relating to the completion of the previous contract, which ended on 31 March 2016.

Ms Cole also reported that the Business Continuity Exercise for 2016/17 has been completed by arc21.

In summary for the year, Ms Cole reported that the progress against priorities and targets was fully completed as at the end of March 2017.

Action: Noted

Item 9 - Review of Compliance with Public Sector Internal Audit Standards

Mr Harrison presented a report on the review of AGRS' effectiveness of the internal audit function for 2016/17. AGRS undertook a self-assessment exercise which confirmed AGRS' compliance with the Public Sector Internal Audit Standards (PSIAS).

He explained that, in addition to its own self assessment exercises, an external independent assessment is required to be done every 5 years and that the next one would be undertaken in 2017/18, which would also incorporate the arc21 service.

Action: Noted

Item 10 - Code of Governance Annual Review

Mr Craig presented an updated Code of Governance for arc21 for approval by the Audit Committee. The Code is based on the 7 core principles of good governance as set out in the new CIPFA Solace Framework (April 2016) and has been updated to reflect developments in the last year.

The Audit Committee approved the updated arc21 Code of Governance. Alderman Carson proposed and Councillor Adger seconded.

Action: Approved

Item 11 - Head of AGRS' Annual Assurance Statement 2016-17

The Head of AGRS, Mr Harrison, presented his Annual Assurance Statement, which forms part of arc21's overall corporate governance arrangements. In his statement he was able to *"provide a reasonable assurance regarding the adequacy and effectiveness of arc21's framework of governance, risk management and control."*

He explained that his assurance statement is included in the Annual Governance Statement which forms an essential part of the content of the Annual Statement of Accounts which arc21 is required to produce each year for the Local Government Auditor to audit.

Action: Noted

Item 12 – Annual Governance Statement

Mr Craig presented the Annual Governance Statement (AGS) for the 2016-17 year to the Audit Committee for review and approval. The AGS forms an essential part of the Annual Statement of Accounts. Following discussion, Members of the Audit Committee approved the AGS for the year to March 2017. Councillor Adger proposed and Mr Balmer seconded.

Action: Approved

Item 13 – Draft Statement of Accounts 2016-17

Mr McKeown provided an overview of the financial results for the year-ended 31 March 2017, confirming that in financial terms the Joint Committee achieved an overall positive performance.

He pointed out that there was a small decrease in total turnover but that with overall tonnage levels increasing, this was a favourable position for the Councils. Overall a surplus of £217k was recorded in the year primarily as a result of the underspend on the Residual Waste Treatment Project due to the focus on the PAC process this year rather than procurement activities. He stated that surplus had strengthened the General Reserves position placing the Joint Committee in a better position to meet the challenges ahead, in particular should the Minister approve the Planning Application to enable the procurement to progress as quickly as possible to a conclusion.

Mr McKeown also reported on the timetable for the completion of the statutory accounts process. The final Statement of Accounts for 2017-18 is required to be published on the arc21 website prior to 30 September 2017, which follows approval of the post-audited accounts by the Audit Committee at the September meeting.

Action: Noted

Item 14 - Internal Audit - Service Level Agreement 2017-18

Mr Harrison and Ms Cole stepped out of the meeting for this item.

Mr Craig presented the 2017-18 Service Level Agreement which sets out the formal arrangement for the services provided to arc21 by AGRS.

The Audit Committee approved the recommendation to approve the Service Level Agreement for the 2017-18 year. Mr Craig is to get the document signed by both parties to conclude the process. Alderman Carson proposed and Councillor Adger seconded.

Action: Approved

Item 15 – Internal Audit – Strategy and Plan 2017-18

Mr Harrison presented the Internal Audit Strategy and Plan for 2017-18. This is the second year of a three-year plan as approved by the Audit Committee last year. The Plan sets out details of the specific audit activities planned for the next two years, with flexibility retained to take into account changing circumstances should they arise.

Action: Noted

Item 16 – Draft Annual Report of The Audit Committee

Mr Craig presented the Draft Annual Report of the Audit Committee for the year to March 2017 for presentation to the Joint Committee. The Audit Committee approved the report. Councillor Adger proposed and Alderman Carson seconded.

Action: Approved

Mr Craig will present the Report of the Audit Committee to the Joint Committee at the June meeting.

Action: Mr Craig

Item 17 – Supplier Payments Summary April 2016 to April 2017

Mr McKeown presented the Supplier Payments Summary report for the 13-month period from April 2016 to April 2017, showing the level of expenditure incurred by the Joint Committee on a monthly basis, reflecting the importance of maintaining an effective cashflow process with Councils.

Action: Noted

Item 18 – Any Other Business

Mr Craig proposed that at a future meeting of the Audit Committee there would be an opportunity for members to receive a presentation from the Northern Ireland Audit Office on the services it provides, on a statutory basis, to the Joint Committee.

Mr Knox confirmed that he would make arrangements in this regard.

Mr Craig commented that this presentation would be useful as part of the general development and capacity building for members of the Audit Committee and that he would liaise with Mr Knox to make the necessary arrangements.

Action: Mr Craig

Item 19 – Date of Next Meeting

The next meeting of the Audit Committee will be arranged for September 2017 and will include the final approval of the Statement of Accounts for 2016-17. The date of the meeting will be provided in due course, following discussions with the Chair.

Action: Mr Craig

ITEM 8

Contracts and Performance Update

Purpose of Report

To advise the Joint Committee on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

Executive Summary

Organic tonnages fell slightly in August when compared with July but were broadly similar with those collected in the same period last year.

The tonnage delivered to the Bryson MRF was slightly higher than when compared with the same period last year whilst the tonnage delivered to Re-Gen was broadly the same.

The Joint Committee is asked to note the report.

Report

A summary of statistical information relating to the four main contracts, Organics, MRF, Landfill, and Bring, is shown in Appendix D attached.

1. Organic Waste

A summary of the relevant aspects pertinent to the organics contracts is outlined in Table 1.

Table 1

arc21 Organic Waste Treatment Contract	August 2017
arc21 Organics Type 1 (tonnes)	3,369.4
arc21 Organics Type 2 (tonnes)	10,455.2
Total arc21 Organics (tonnes)	13,824.6
Total Deliveries	1,626
Deliveries into NWP Glenside	1,154
Deliveries into NWP Antrim WTS	281
Deliveries into NWP Drumanakelly WTS	191
Direct Deliveries into Greenacres	0
Vehicles >5% overweight*	5
Turnaround >20 mins	14
Rejected Loads	0
Reporting non-compliances	0
Other non-compliances	0
Site monitoring visits	9

* 2 Council vehicles and 3 Contractor vehicles

A summary of the grades allocated to the Type 2 material sent to Glenside, Antrim WTS and Drumanakelly WTS over the last 12 months can be seen in Table 2.

Table 2

Grade	2016				2017							
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
	%	%	%	%	%	%	%	%	%	%	%	%
1	3.5	3.2	4.3	12.7	7.9	1.7	2.2	2.0	1.3	1.9	1.4	0.6
2	46.8	50.9	39.7	59	54.1	38.4	45.4	49.9	44.2	64	58.4	54.8
3	47	44.2	51.2	28.3	36.2	54.2	49.5	46.9	53.9	33.7	40.2	44.4
4	2.5	1.6	4.7	0	1.8	5.7	2.8	1.2	0.5	0.4	0.1	0.2
5	0.2	0.1	0.1	0	0	0	0.1	0	0.1	0	0	0

Commentary

Tonnages

Tonnages were slightly down from those in July but are broadly comparable with those for August 2016. There were no rejected loads.

Maintenance Works – NWP Glenside

NWP have advised that they will be undertaking planned maintenance of the bio filter on 5 and 6 October 2017.

Health and Safety

Quadra have completed their Health and Safety review at the Antrim Transfer Station. No significant issues were found.

Compost

Dates are currently being identified for the follow up with Council Ground Maintenance Officers regarding opportunities to purchase and promote the use of the compost.

2. MRF

A summary of the relevant aspects pertinent to the MRF contract is in Tables 3 and 4.

Table 3

arc21 MRF Contract lot 1 Bryson	August 2017
Total delivered (tonnes)	2,911
Total processed (tonnes)	2704
Contamination % against processed	13.76%
Contamination tonnage against processed	372
Samples 0<5%	3
Samples 5<10%	11
Samples 10<15%	3
Samples 15<20%	2
Samples >20%	0
No of rejected loads	0
Turnaround >30 mins	11
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site monitoring visits	11

Table 4

arc21 MRF Contract lot 2 Re-Gen	August 2017
Total delivered (tonnes)	570
Contamination	10.5%
Contamination tonnage	60
Samples 0<5%	0
Samples 5<10%	2
Samples 10<15%	3
Samples 15<20%	0
Samples >20%	0
No of rejected loads	0
Turnaround >30 mins	0
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site monitoring visits	2

Commentary**Tonnages**

The amount of material delivered to the Bryson facility increased when compared with the same period last year whilst the material delivered to the Re-Gen Facility was broadly similar.

Health and Safety

Tool box talks will be occurring in the forthcoming weeks at ReGen with drivers regarding changes in Health and Safety rules at the site.

3. Landfill

A summary of the relevant aspects pertinent to the landfill contracts is outlined in Table 5.

Table 5

arc21 Landfill Contract	August 2017
Total delivered to Mullaghglass (tonnes)	13,778
Total Loads	1,378
Vehicle 5% Overweight	0
Turnaround >30 mins	14
Reporting non compliances	1
Other non-compliances	0
Number of site visits	4

4. Bring Sites

A summary of the relevant aspects pertinent to the bring site contracts is outlined in Table 6.

Table 6

arc21 Bring Sites Contracts	August 2017
Mixed Cans (tonnes)	4.71
Mixed Glass (tonnes)	639.06
Textiles (tonnes)	107.53
Mixed Paper (tonnes)	81.84
Total (tonnes)	833.14
Bring Site checks	8
Sites checked with <20% capacity available	0
Reporting non compliances	0
Other non-compliances	1*

*Textile Bank at Cregagh Rd

5. Street Sweepings

A summary of the relevant aspects pertinent to the street sweepings contract is outlined in Table 7.

Table 7

arc21 Street Sweepings Contract	August 2017
Total delivered (tonnes)	414
Turnaround >30mins	0
Reporting non-compliances	0
Other non-compliances	0
Site monitoring visits	0

An update on the award of the Street Sweeping Contract will be provided at the meeting.

6. Haulage

A summary of the relevant aspects pertinent to the haulage contract is outlined in Table 8.

Table 8

arc21 Haulage Contract	August 2017
Total delivered (tonnes)	6,929
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site Monitoring Visits	3

7. Supplies

A summary of the relevant aspects pertinent to the supplies contract is outlined in Table 9.

Table 9

arc21 Supplies Contracts Orders	August 2017
Supply Orders Placed	17
Supply Orders Delivered	23
Delivery within required delivery period	16
Delivery over required delivery period	6
Delivery date non-compliances	2
Other non-compliances	2

Commentary

8. Contracts and NILAS

The contracts make a significant contribution to ensuring compliance with NILAS.

It should be noted that this should be viewed only for indicative purposes. Officers will be aware that the NILAS figure is obtained using a relatively complex mass balance formula covering a wide range of waste streams.

The following graphs use a simplified method of calculation which will have an inherently varying tolerance level in terms of finalised definitive amounts.

The situation is as illustrated in Figures 1 & 2.

Figure 1

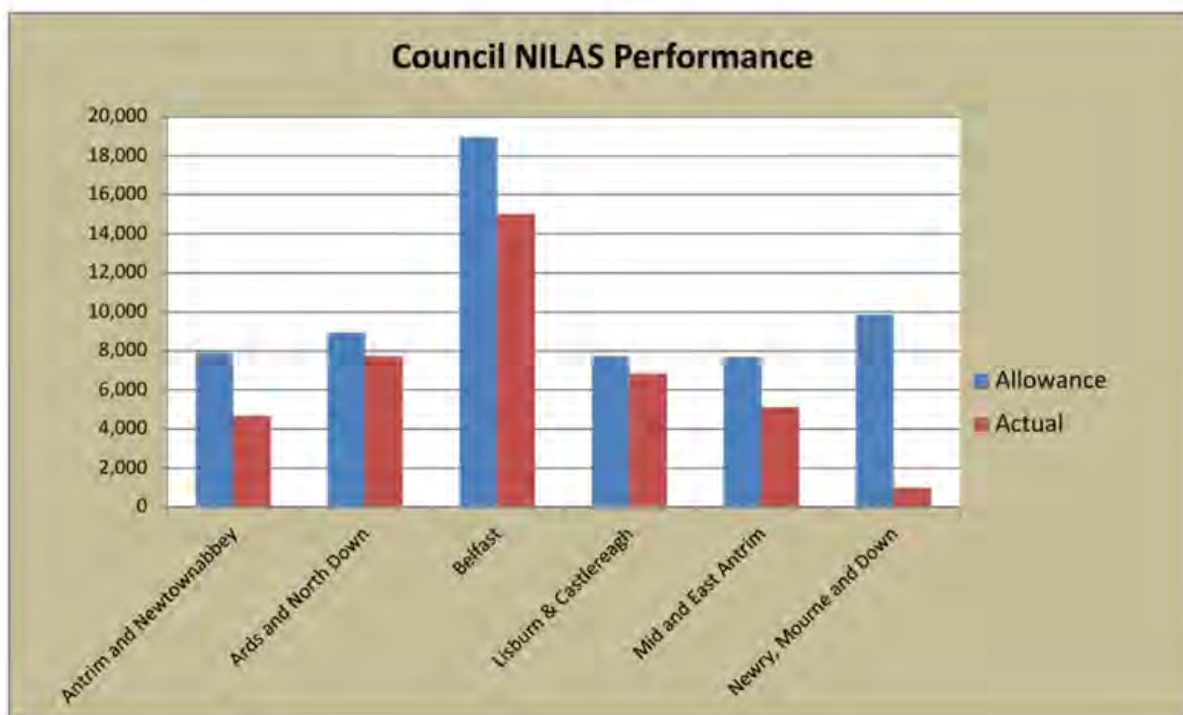
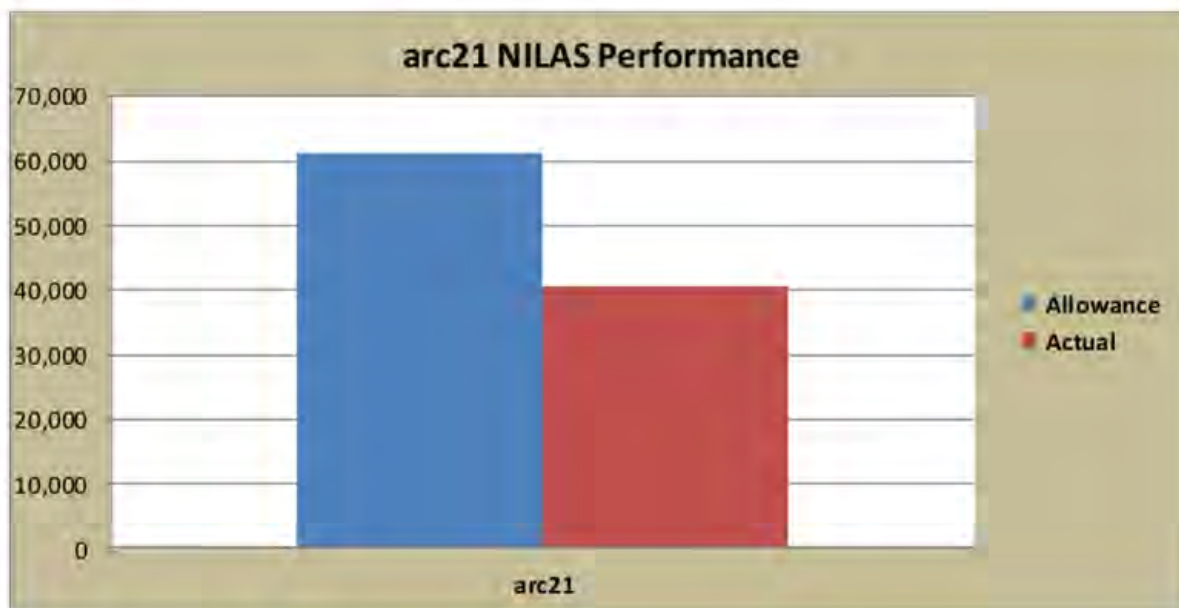


Figure 2



Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

Karen Boal
 Project Co-Ordinator
 Tel: 028 9037 3000 Ext: 6681
 Email: karen.boal@arc21.org.uk

APPENDIX D - SUMMARY CONTRACT STATISTICS AUGUST 2017

SERVICE	ACTUAL TONNAGE 09/10		ACTUAL TONNAGE 10/11		ACTUAL TONNAGE 11/12		ACTUAL TONNAGE 12/13		ACTUAL TONNAGE 13/14		ACTUAL TONNAGE 14/15		ACTUAL TONNAGE 15/16		ACTUAL TONNAGE 16/17		APRIL 2017	MAY 2017	JUNE 2017	JULY 2017	AUGUST 2017	TOTAL	%
<u>M R F Lot 1</u>																							
TONNAGE	38,010	8.55%	36,469	8.18%	33,312	7.89%	30,484	8.38%	30,238	10.29%	30,169	9.37%	30,008	8.95%	30,549	8.83%	2,308	2,551	2,580	2,439	2,911	12,789	8.23%
CONTAMINATION	2,747		2,428		2,521		3,166		3,447		3,638		3,791		4,094		346	423	391	302	414	1,877	
CONTAMINATION %	7.2%		6.7%		7.6%		10.4%		11.4%		12.1%		12.6%		13.4%		15.0%	16.6%	15.2%	12.4%	14.2%	14.7%	
<u>M R F Lot 2</u>																							
TONNAGE															7,194	2.08%	547	750	706	590	570	3,163	2.04%
CONTAMINATION															837		57	67	79	70	60	352	
CONTAMINATION %															11.7%		10.2%	11.6%	11.2%	11.8%	10.5%	11.1%	
<u>BRING</u>																							
TONNAGE	9,397	2.11%	9,284	2.08%	8,710	2.06%	8,320	2.29%	8,413	2.86%	7,861	2.44%	8,570	2.55%	9,018	2.61%	712	872	816	800	833	4,033	2.59%
<u>ORGANICS</u>																							
TYPE 1 TONNAGE	46,560	10.47%	26,798	5.01%	26,042	6.17%	24,943	6.86%	26,996	9.18%	27,352	8.50%	25,625	7.64%	29,358	8.48%	2,321	3,026	3,466	3,400	3,369	15,582	10.02%
TYPE 2 TONNAGE	16,488	3.71%	58,593	13.15%	62,762	14.87%	60,228	16.56%	65,365	22.24%	72,030	22.37%	74,543	22.22%	81,432	23.53%	7,450	10,399	11,958	10,255	10,455	50,518	32.50%
<u>LANDFILL</u>																							
TONNAGE	334,210	75.16%	314,470	70.57%	291,283	69.01%	239,694	65.91%	162,913	55.43%	184,520	57.32%	196,675	58.64%	188,588	54.48%	13,850	15,055	13,927	12,738	13,778	69,348	44.62%
TOTAL TONNAGE	444,668	100%	445,614	100%	422,108	100%	363,668	100%	297,925	100%	321,931	100%	335,421	100%	346,130	100%	27,188	32,653	33,464	30,221	31,917	155,433	100%

ITEM 9
IN COMMITTEE

ARC21 JOINT COMMITTEE Meeting No 023
Hosted by Mid and East Antrim Borough Council
Thursday 31 August 2017

Matters Discussed 'in committee'

The following matters were raised 'in committee' during the meeting of the Joint Committee on 31 August 2017. The minute of this agenda item is to be treated as commercially sensitive and confidential. Therefore its existence and content should not be made publicly available until such time that it ceases to be commercially sensitive and confidential or that the Joint Committee so agrees.

Such non-disclosure will, at all times, be subject to any statutory provisions in place such as the Freedom of Information Act and Environmental Information Regulations.

The minute will be retained as a record by arc21.

There were four items discussed 'in committee' at this meeting.

Item 5 - 'In committee' Minutes of Meeting Number 022 held on 27 July 2017

The minutes of meeting number 022 held, 'in-committee', on 27 July 2017 were agreed.

Action: Agreed

Item 6 - Matters Arising from the Minutes

Page 9, Site Visit to Poolbeg - Mr Burnett reminded Members and Officers of the proposed site visit to the new Energy from Waste facility at Poolbeg, Dublin. He advised that proposed dates had been circulated and encouraged all to attend.

Ms Campbell advised that she would send out a reminder email confirming the proposed dates and asked if Members and Officers would kindly advise her of their intention to visit, and the most suitable dates, so that arrangements could be made accordingly.

Action: ALL

Item 7 - Residual Waste Treatment Project

Mr Green provided Members with a report on the Residual Waste Treatment Project which included the procurement process, the PAC hearing and the grid connection.

A summary of the report is replicated as follows:

The Procurement Process - Procurement activities have been reduced to a low level of intensity to minimise nugatory expenditure until there is better visibility on the direction of planning issues. A programme of work is being developed so as to step up activities as required.

AGENDA

PAC hearing - The PAC issued its report to the Department of Infrastructure on 9 March 2017. In the devolved administration arrangements, the Minister (acting through the Department) is required to make the determination on the planning application. However, the Agent for the application is seeking guidance from the planning authority (Department for Infrastructure - Strategic Planning Division) as to whether there is any basis for a determination in the absence of a Minister. These discussions are on-going.

Members suggested that as considerable time has now passed that - subject to advice from the Agent for the planning application and planning legal counsel and consultation with the bidding consortium - a letter is sent to the Department of Infrastructure in relation to the outcome of the hearing and the delay in the determination. Following discussion authorisation was given to both Mr Quinn and Mr Green to progress with this.

Action: Mr Quinn/ Mr Green

Grid Connection - Following the Utility Regulator recent determinations, that may inform how grid connections for facilities such as arc21's energy from waste plant could be secured, the system operators - SONI and NIE Networks - have started engagement with industry to explore what is possible within the constraints set by other parties. A workshop was jointly held by SONI and NIE Networks on 18 August 2017 at Dunsilly Hotel.

Mr Green advised Members that the grid connection was a major concern for the arc21 residual waste treatment Project and that he could need support from the Joint Committee as this issue progresses. Members agreed that Mr Green should continue to progress this matter and revert via the Chair if necessary.

Action: Mr Green

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Item 8 - The Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract

Mr Burnett presented a report to make recommendations arising from the recent tender action for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings Waste Contract.

He reported that tender action was initiated in accordance with the EU Open Procedure on the 17th May 2017 by the placing of a Tender Notice in the Official Journal of the European Union followed by local press advertisements and following evaluation he recommended that the contract for the Provision of Receipt, Processing, Treatment, Recycling and Disposal of Street Sweepings is awarded to Irish Waste Management Limited for lot 1 and lot 2.

Following discussion the Joint Committee agreed to approve the recommendation which would now be presented for approval by the Participating Councils.

Action: Agreed

Date: _____

Chairman: _____

AGENDA

ITEM 11
IN COMMITTEE
Residual Waste Treatment Project

Purpose of Report

To provide an update to the Joint Committee on the Residual Waste Treatment Project.

Executive Summary

Planning - The Department for Infrastructure issued approval of planning permission for the proposed development of waste treatment infrastructure at Hightown Quarry on 13 September 2017.

Procurement - A plan of work is being developed to step up activities related to completion of the public procurement.

Grid Connection - The change in planning status of the project has been advised to NIE Networks in the context of the existing application for a grid connection.

The Joint Committee is asked to note the report.

Planning

Approval of planning permission (with conditions) for the project was announcement via the [Department for Infrastructure](#) website on 13 September 2017. The conditions are being reviewed to take into account their impact on the necessary pre-construction activities, the construction programme and operational issues.

Procurement

Now there is visibility on planning issues the client side team is being re-mobilised to ramp up the activities relevant to completion of the procurement. Associated with this core activity will be activities necessary to meet governance requirements and the over-arching project programme that also includes activities related to land assembly, value for money and affordability assessment.

Land assembly

The advisory team for land assembly (BCC Legal Services, Land and Property Services and Arthur Cox) is being re-mobilized.

IPPC Permit

Steps to convert the existing draft IPPC permit for the waste treatment facilities at Hightown Quarry into a formal official permit are being initiated.

Grid connection

The change in planning status of the project has been advised to NIE Networks and SONI in the context of the existing application for a grid connection and further engagement is expected in the next few weeks. Whether there is head room capacity for NIE Networks / SONI to provide a connection offer before the cut-off date for the existing connections regime is yet to be established as technical studies on the electricity grid need to be completed.

Risk profile

The project team will be looking to control and/or extinguish as many regulatory risks and third party risks over the coming few months to reduce uncertainty around deliverability of the project.

Noarc21

arc21 Officers continue to process and respond to FOI requests for Noarc21 and others.

Capacity Building

arc21 Officers continue to respond to requests for activities to help improve capacity within arc21's constituent Councils in respect of the policy and legislative framework and the common statutory waste management plan adopted by arc21's constituent Councils and the role of the residual waste treatment project.

arc21 is arranging a visit by Steering Group and Joint Committee members to the new waste to energy facility in Poolbeg, Dublin, currently being commissioned by Covanta.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

John Green
Acting Project Director
Tel: 028 90 373000
Email: john.green@arc21.org.uk

HISTORICACTION SHEET – REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING18 OCTOBER 2017

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		RTS MEETING – 23 AUGUST 2016			
RTS/72/2017	Brown bins in urban areas	Approve recommendation in the report that a set project to address food waste regulations and recycling targets, that the Council grant the issuing of 3,000 140l brown bins, caddies and liners to those households that require a food waste collection service. This would incur a non-budgeted cost of £39,150 but this cost however should be covered by reduced waste processing costs.	J Parkes/Liam Dinsmore	Householders continue to make contact, with bins to be made available as requested. Windows for issues to continue to be kept open. As anticipated the 'No food in black bin sticker' has encouraged householders who may not previously have had a brown bin to come forward to raise same.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
				Recommended: Keep window for issue of free brown bins open until 31 December 2017.	
RTS/78/2017	Abandoned boat in Dundrum Bay	Agreed that the recommendation in the report 21.6.17 should not be approved and that due to H&S concerns, EOIs be sought for the removal of the abandoned boat in Dundrum Bay.	K Scullion	EOI to be advertised in local Press before end of October 2017 and on Council e- Procurement. DAERA confirmed that removal of a boat is a licensable activity requiring Council to make an application. Minimum processing time is 4 months from submission of completed application.	N
RTS/80/2017	Options for Glass Recycling	Agreed that Council appoints an Independent Consultant to provide an independent economic appraisal on the 3 Options for glass recycling outlined in the report	J Parkes	Management are now progressing Option 1 – Glass collection pod on refuse vehicles with blue bin tray insert	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		presented to Committee and also that a 4 th option be included and costed ie. that the current arrangement for blue bin material to include glass which exists in the legacy Newry and Mourne area should be extended throughout the District.		for glass. This service will be implemented during 2018/19. A timetable for the project will be provided to Cllrs in due course. A Project Team has been assembled to address this Project, chaired by Interim Director updates will be provided to Committee at regular intervals.	
		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	K Scullion	No progress to report as yet.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		to using the greenfield site.			
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 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/L Dinsmore	Part 4 now completed. Part 5 at Tender Stage for works. Officers meeting held on 8 September, with anticipation that Tender Documents are ready to be released by Estates Dept. Tender documents available ready for	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
				release.	
		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 be brought back to a subsequent R&TS Meeting on these issues.	K. Scullion re: Facilities Upgrade J Parkes/L Dinsmore re: Cleansing arrangements	A report is on the October Agenda for RTS providing an update.	N
		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	J Parkes/L Dinsmore	Expressions of Interest Document has been completed but is currently held	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		donate it to charity and that expressions of interest be sought from charitable organisations to collect this furniture for upgrading and re-use.		pending consideration of other issues relating to operation of Civic Sites. It is anticipated that report will be transferred to the November meeting	
		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 was being used for anti-social behaviour purposes - officials investigate if this could be moved and report back to the Committee. Councillor Casey asked if officials could investigate if a	K Scullion	Being considered under current	N N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		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.		policy requirements.	
RTS MEETING 17 JUNE 2015					
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.		Estimated costs will be added for consideration to next year's budget estimates.	N