



August 18th, 2015

Notice Of Meeting

You are invited to attend the Regulatory and Technical Services Committee Meeting to be held on **Wednesday, 19th August 2015 at 6:00 pm** in **the Boardroom District Council Offices Monaghan Row, Newry.**

The Committee Members are:

Chair: Councillor T Andrews

Vice: Councillor S Ennis

Members:

| | |
|------------------------------|---------------------------------|
| Councillor P Brown | Councillor C Casey |
| Councillor S Doran | Councillor G Fitzpatrick |
| Councillor G Hanna | Councillor V Harte |
| Councillor M Murnin | Councillor H McKee |
| Councillor P O'Gribin | Councillor G Sharvin |
| Councillor G Stokes | Councillor H Reilly |
| Councillor D Taylor | |

Agenda

1. **Apologies and Chairperson's Remarks.**
2. **Declarations of "Conflicts of Interest".**
3. **Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 17 June 2015. (Attached).**

[Action sheet 17 June 2015.pdf](#)

Page 1

4. **Report on Council's Scheme of Delegation. (Attached).**

[Report on Council's Scheme of Delegation.pdf](#)

Page 8

For Consideration and/or Decision - Waste Management

5. **Anti-Litter Campagin (at the request of Councillor Stokes).**
6. **Tender Reports for the processing of WEEE and Waste Batteries. (Attached).**

[Tender Reports for the processing of WEEE and Waste Batteries.pdf](#)

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7. **Report re: Textile Tender Rationalisation. (Attached).**

[Textile Tender Rationalisation.pdf](#)

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8. **NILAS Sharing Protocol:-**

- a) NILAS Transfer Report - August 2015. (Attached).
- b) 2015 Transfer to Ards - NILAS 003. (Attached).
- c) Letter re: Transfer - August 2015. (Attached).

For Consideration and/or Decision - Planning

9. Performance Statistics for Planning decisions from April to July 2015. (Attached).

Performance Statistics for Planning Decisions.pdf

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For Consideration and/or Decision - Building Control

10. DARD Funded Animal Welfare Service -SLA for the provision of Animal Welfare Services 2015/2016 between Armagh City, Banbridge and Craigavon Borough Council and Newry, Mourne and Down District Council, 16 June 2015. (Attached).

DARD funded Animal Welfare Service and SLA.pdf

Page 36

11. Report re: Crossmaglen Market/Parking issues on Market Days. (Attached).

Crossmaglen Market Report.pdf

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For Consideration and/or Decision - Facilities Management and Maintenance

12. Bus Shelter Reports.

- a) Bus Shelter Policy - Report and Amended Policy. (Attached).
- b) Bus Shelter Options. (Attached).
- c) Report on Slieve Croob DEA Bus Shelter Site Meeting. (Attached).
- d) Request to relocate bus shelter at Roxborough Road, Dorsey - Report and Appendix. (Attached).

Bus Shelter Policy - Report and Amended Policy.pdf

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Bus Shelter Options.pdf

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Report on Slieve Croob DEA Bus Shelter Site Meeting.pdf

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Request to relocate bus shelter at Roxborough Road.pdf

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13. **Report re: repair/replacement work to external windows and doors at Former Retort House, Kilmorey Street, Newry. (Attached).**

[Report Re Former Retort House.pdf](#)

Page 66

14. **Report re: Dechomet Graveyard, Ballyward, Capital Scheme for Pathway Access. (Attached).**

[Report Re. Dechomet Graveyard.pdf](#)

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Miscellaneous

15. **Report re: Crotlieve DEA Briefing Meeting held on Wednesday 22 July 2015 re: Japanese Knotweed and giant hogweed. (Attached).**

[Crotlieve DEA Meeting re. Japanese Knotweed.pdf](#)

Page 70

For Noting

16. **Arc21 Joint Committee Meeting - Members' Monthly Bulletin - 2 July 2015. (Attached).**

[Arc 21 JC Meeting 2 July 2015.pdf](#)

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17. **Arc21 Joint Committee Meeting - Minutes of the Meeting held on Tuesday 2 June 2015. (Attached).**

[Arc JC Meeting 2 June 2015.pdf](#)

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18. **Arc21 Audit Committee Meeting - Minutes of the Meeting held on 29 January 2015. (Attached).**

[Audit Committee Approved Minutes of Joint Committee.pdf](#)

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19. **NIEA - Aughnagun Quarry Area of Special Scientific Interest Notification under Article 28 of the Environment (Northern Ireland) Order 2002. (Attached).**

20. **Committee for the Environment - Inquiry into Wind Energy - Executive Summary and Recommendations. (Details Attached).**

Inquiry into Wind Energy.pdf

Page 90

21. **The Woodland Trust - letter dated 2 July 2015 re: Very Important Trees. (Attached).**

Woodland Trust Very Important Trees.pdf

Page 101

22. **Report - contact from Public Representatives - 21 April to 30 June 2015. (Attached).**

Contact from Public Representatives.pdf

Page 103

23. **Building Regulations Report. (Attached).**

Building Regulations Report.pdf

Page 117

24. **RTPI Northern Ireland Planning Awards 2015. (Attached).**

Planning Awards Entry Form.pdf

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25. **Correspondence from NIEA dated 23 July 2015 re: NILAS Draft Reconciliation 2014/2015 for Newry and Mourne District Council and Down District Council. (Attached).**

Landfill NIEA Draft Reconciliation.pdf

Page 121

26. **Correspondence from Mr Jim Martin, Rivers Agency regarding queries raised following the Rivers Agency Presentation to the RTS Committee on 17 June 2015. (Attached).**

Correspondence from Rivers Agency.pdf

Page 125

27. **Conference on "Planning Reform in Northern Ireland: Progress, Priorities and Next Steps - Tuesday 1 December 2015 in Central Belfast. (£210 plus VAT). (Details attached).**

Conference on Planning Reform in NI.pdf

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Invitees

| | |
|---------------------------|--|
| Cllr. Terry Andrews | terry.andrews@downdc.gov.uk |
| Cllr. Naomi Bailie | naomi.bailie@nmandd.org |
| Cllr. Patrick Brown | patrick.brown@nmandd.org |
| Cllr. Robert Burgess | robert.burgess@downdc.gov.uk |
| Cllr. Stephen Burns | stephen.burns@downdc.gov.uk |
| Cllr. Michael Carr | michael.carr@newryandmourne.gov.uk |
| Cllr. charlie casey | charlie.casey@newryandmourne.gov.uk |
| Cllr. Patrick Clarke | patrick.clarke@downdc.gov.uk |
| Cllr. Garth Craig | garth.craig@downdc.gov.uk |
| Cllr. Dermot Curran | dermot.curran@downdc.gov.uk |
| Mr. Eddie Curtis | eddie.curtis@newryandmourne.gov.uk |
| Cllr. Laura Devlin | laura.devlin@downdc.gov.uk |
| Ms. Louise Dillon | louise.dillon@newryandmourne.gov.uk |
| Cllr. Geraldine Donnelly | geraldine.donnelly@newryandmourne.gov.uk |
| Cllr. Sean Doran | sean.doran@newryandmourne.gov.uk |
| Cllr. Sinead Ennis | sinead.ennis@nmandd.org |
| Cllr. Cadogan Enright | cadogan.enright@downdc.gov.uk |
| Mr. John Farrell | john.farrell@newryandmourne.gov.uk |
| Cllr. Gillian Fitzpatrick | gillian.fitzpatrick@newryandmourne.gov.uk |
| Mr. Patrick Green | patrick.green@downdc.gov.uk |
| Cllr. Glyn Hanna | glyn.hanna@nmandd.org |
| Mr. Liam Hannaway | liam.hannaway@nmandd.org |
| Cllr. Valerie Harte | valerie.harte@newryandmourne.gov.uk |
| Cllr. Harry Harvey | harry.harvey@newryandmourne.gov.uk |
| Cllr. Terry Hearty | terry.hearty@newryandmourne.gov.uk |
| Cllr. David Hyland | david.hyland@newryandmourne.gov.uk |
| Miss Veronica Keegan | veronica.keegan@downdc.gov.uk |
| Mrs. Patricia Kelly | patricia.kelly@newryandmourne.gov.uk |
| Cllr. Liz Kimmins | liz.kimmins@nmandd.org |
| Cllr. Mickey Larkin | micky.larkin@nmandd.org |
| Mr. Michael Lipsett | michael.lipsett@downdc.gov.uk |
| Cllr. Kate Loughran | kate.loughran@newryandmourne.gov.uk |
| Mrs. Regina Mackin | regina.mackin@newryandmourne.gov.uk |
| Cllr. Kevin Mc Ateer | kevin.mcateer@nmandd.org |
| Cllr. Colin Mc Grath | colin.mcgrath@downdc.gov.uk |
| Collette McAteer | collette.mcateer@newryandmourne.gov.uk |
| Cllr. Declan McAteer | declan.mcateer@newryandmourne.gov.uk |
| Ms. Sylvia McClurg | sylvia.mcclurg@downdc.gov.uk |
| Mr. Anthony McKay | anthony.mckay@nmandd.org |
| Cllr. Harold McKee | harold.mckee@newryandmourne.gov.uk |
| Ms. Heather Mckee | heather.mckee@newryandmourne.gov.uk |

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|-------------------------|--|
| Eileen McParland | eileen.mcparland@newryandmourne.gov.uk |
| Ms. Ursula Mhicantsaoir | ursula.mhicantsaoir@newryandmourne.gov.uk |
| Mr. Roland Moore | roland.moore@newryandmourne.gov.uk |
| Cllr. Roisin Mulgrew | roisin.mulgrew@nmandd.org |
| Cllr. Mark Murnin | mark.murnin@nmandd.org |
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| Cllr. Barra O Muiri | barra.omuiri@nmandd.org |
| Cllr. Pol O'Gribin | pol.ogribin@nmandd.org |
| Mr. Canice O'Rourke | canice.orourke@downdc.gov.uk |
| Cllr. Brian Quinn | brian.quinn@newryandmourne.gov.uk |
| Cllr. Henry Reilly | henry.reilly@newryandmourne.gov.uk |
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| Mrs. Marie Ward | marie.ward@downdc.gov.uk |
| Cllr. Clarke William | william.clarke@downdc.gov.uk |

ACTION SHEET- REGULATORY AND TECHNICAL SERVICES COMMITTEE – 17 JUNE 2015

1

| MINUTE NO. | SUBJECT | DECISION | FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed |
|-------------------|--|---|---|
| RTS/37/2015 | Presentation on Flood Maps – Rivers Agency | Agreed:- <ul style="list-style-type: none"> • Mr Martin to investigate the current situation regarding proposed works to the designated Whitewater watercourse and advise the Mourne Councillors. • Mr Martin said he would check out the situation on the Ballykeel River, referred to by Councillor Quinn, and advise the Mourne Councillors. • Mr Martin would contact Councillor O’Gribin and arrange to meet him on site at a river beside Riverside Terrace in Leitrim Village to discuss flooding issues. | <p>E mail sent to Jim Martin on 7-7-15 asking him to progress these issues and report back to Council – response received from Jim Martin is on agenda for August meeting.</p> <p>Meeting with Councillor O’Gribin scheduled for 14-8-15.</p> |
| RTS/38/2015 | Congratulations to Sinead Ennis on the birth of her daughter | Agreed to send a bouquet of flowers to Sinead | Bouquet has been sent |
| RTS/38/2015 | Letter of congratulations | Letter of congratulations to the local people of the District who received awards in the Queens Honours List | Letters sent on 7-7-15 |
| RTS/40/2015 | Crematorium in the NMD Area | Agreed that funding be included in the Draft 2016/2017 Capital Programme for the possible provision of a crematorium in the Newry, Mourne and Down District Council area. | Capital estimates will be included for consideration by Council in determining next year’s budget and capital plan. |
| RTS/40/2015 | Provision of a Council pest control service | Agreed that this request be referred to the Active and Healthy Communities Committee with a report detailing the costs of providing the service and a recommendation that these costs should be included in the 2016/2017 Draft | AHC director informed |

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|-------------|---|---|---|
| | | <p>Budgets. (Mr O'Rourke advised approximate costs were £60,000 in the first year and £45,000 in subsequent years).</p> | |
| RTS/41/2015 | <p>Authorisation to commence spend – Capital Programme 2015/2016</p> | <p>Agreed to grant approval to commence procurement processes to enable those Capital Projects, with capital provision under the Council's Capital Budget Final (2015/2016, and detailed as per Appendix 1 circulated at the meeting) to commence.</p> <p>Agreed Mr O'Rourke advise Councillor Murnin of the details of the small plant replacement which included loss value for stolen plant.</p> <p>Agreed at the request of Councillor Reilly that as the repairs had been completed on the pontoon for Annalong Harbour, that Mr R Dowey, Head of Finance, urgently contact the Council's insurers to see if they would provide insurance on the pontoon so that it could be put back in the Harbour for the summer tourism season.</p> | <p>Procurement process on-going.</p> <p>Details being sought.</p> <p>Response sent to Councillor Reilly from Mr R Dowey in email dated 8-7-15</p> |
| RTS/42/2015 | <p>Application to Challenge Fund – Tidy up of Downpatrick Street Car Park in Saintfield</p> | <p>Agreed on the proposal of Councillor Stokes, seconded by Councillor Fitzpatrick, to grant approval to Saintfield Development Association to apply to the Challenge Fund for the above scheme.</p> | <p>Saintfield Development Association informed</p> |

| MINUTE NO. | SUBJECT | DECISION | FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed |
|-------------|----------------------|---|--|
| RTS/43/2015 | Bus Shelter Requests | <p>Agreed on the proposal of Councillor O’Gribin, seconded by Councillor Doran, to approve the above report and recommendations subject to the following:-</p> <ul style="list-style-type: none"> • Councillor Casey asked that if a bus shelter request was being withdrawn from the list that other requests could be submitted. He referred to two bus shelters in Derrybeg/Carnegat, Newry. He asked that officials investigate if the existing bus shelters could be replaced with more open structures due to the anti-social behaviour stemming from them and said this would have the support of the local Community Association. It was agreed officials investigate this request. • Councillor Doran asked that the bus shelter on the Glassdrumman Road (No. 4) be progressed as a matter of urgency, given that the request had been in the system for quite some time. • Councillor Craig referred to the request (No.8) for a proposed bus shelter at Turley’s Crossroads and asked that a site meeting with the DEA Councillors and Councillor O’Gribin and Transport NI be held to discuss. • Councillor Murnin referred to the request (No. 13) for a proposed bus shelter at Drumaness/Newcastle Road, Drumaness and asked if a shelter with | <p>It would be possible to replace both bus shelters at the Derrybeg/Carnegat location with more open structures. If the area is the subject of anti social behaviour then use of the Perspex type open shelter may not be advised given the cost of installation (approximately £5,000 - £6,500 each) and likely on-going maintenance costs which may arise due to breakages of panels. Further investigation being undertaken to identify other options for open type bus shelters which are more resistant to vandalism.</p> <p>Translink were requested to consider relocating bus stop to accommodate new bus shelter. Indications are that local users are not supportive of moving the bus stop.</p> <p>Site Meeting held on 30-7-15. Report to August RTS Meeting.</p> <p>To be considered as part of the application.</p> |

| MINUTE NO. | SUBJECT | DECISION | FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed |
|------------|---------|--|---|
| | | <p>sides could be provided as this was an exposed site. Mr O'Rourke explained that the shelter was open-sided so that the footway would remain unobstructed. Councillor O'Gribin asked that a bollard be put at the left and right hand side of the bus shelter at this location for traffic safety reasons.</p> <ul style="list-style-type: none"> • Councillor O'Gribin asked for a site meeting to consider a request for a bus shelter on the Clonvaghan Road and the Drumaroad. • Councillor Murnin asked for a site meeting to consider a request for a bus shelter at Mill Hill, Castlewellan, opposite Annsborough Park. <p>Agreed on the proposal of Councillor O'Gribin, seconded by Councillor Doran, that the Council review its current policy on the provision of bus shelters, taking into account the Policy used by the former Banbridge District Council which allowed for a simple, relatively inexpensive structure to be erected in rural areas which could be easily relocated.</p> <p>Agreed this review look at increasing the budget for the provision of bus shelters and the recycling of bus shelters which were no longer used.</p> <p>Officials to report back to the next appropriate RTS Committee Meeting on this matter.</p> | <p>Potential placement of a bollard being investigated.</p> <p>Site Meeting held on 30-7-15. Report to August RTS Meeting.</p> <p>Site Meeting held on 30-7-15. Report to August RTS Meeting.</p> <p>Revised Policy to be tabled at the August RTS Meeting.</p> |

| MINUTE NO. | SUBJECT | DECISION | FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed |
|-------------|--|--|--|
| RTS/44/2015 | Proposed Mini Pillar Installation at Hillside Drive, Kilkeel | <p>Agreed on the proposal of Councillor McKee, seconded by Councillor Hanna, that officials liaise with the local community Group, Newry Street Unit, to consider if the Council could supply them with a generator to run their planned festival on 23 July 2015.</p> <p>It was further agreed to grant permission for Council officials to review the options for providing electricity to the Council owned outdoor facility at Hillside Drive, Kilkeel, and to provide a report including estimated cost of options, potential funding for options and how each of the options would be managed in the future, to the next meeting of the Regulatory and Technical Services Committee.</p> | <p>Council paid for the hire of a generator to provide electricity to run “Cinema Night” on Saturday 25 July.</p> <p>Verbal update to be provided at the August RTS Meeting.</p> |
| RTS/45/2015 | Repair/Replacement work to external windows and doors at Former Retort House, Kilmorey Street, Newry | <p>Agreed on the proposal of Councillor Stokes, seconded by Councillor Hanna, to grant approval to go to tender up to the value of £18,000 for the repair/replacement work to external windows and doors at the Former Retort House, Kilmorey Street, Newry.</p> | <p>Supplementary report to be provided to the August Meeting.</p> |
| RTS/46/2015 | Summary Review Report – Reservoir Bill (NI) Future | <p>Agreed on the proposal of Councillor Reilly, seconded by Councillor Hanna, to include the costs of this survey work in the 2016/2017 Rate Estimates with a view to carrying out the Reservoir Surveys in the spring of 2016.</p> | <p>Estimates costs will be added for consideration to next year’s budget estimates.</p> |

| MINUTE NO. | SUBJECT | DECISION | FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed |
|-------------|---|---|--|
| RTS/47/2015 | Lease of the seabed and foreshore at Cranfield from the Crown Estate | Agreed on the proposal of Councillor Reilly, seconded by Councillor Hanna, to approve the renewal of a 15 year lease of the seabed and foreshore at Cranfield from the Crown Estate. | Crown Estate lease renewed. |
| RTS/48/2015 | Maintenance Contract for the control of legionella bacteria in domestic hot and cold water systems in NMDDC Buildings | Agreed on the proposal of Councillor Stokes, seconded by Councillor Doran, to grant approval for the Council to go to tender for the appointment of an external contractor to assist the Council with the control of Legionella Bacteria in hot and cold water systems within Newry, Mourne and Down District Council's buildings. It was noted the estimated cost of this work was £55,000 and if this cost was exceeded, officials would report back to the Committee. | Procurement procedure on-going. |
| RTS/51/2015 | Entertainment Licensing Review – February 2015 | Agreed to note the above correspondence | Completed |
| RTS/53/2015 | NI Planning Conference | Agreed to appoint Councillor Murnin, Councillor McKee and Councillor Craig to attend this Conference and also to include the details of the Conference on the agenda for the next Planning Meeting. | Actioned |
| RTS/54/2015 | A Conference on the Benefits of Zero Waste | Agreed to appoint Councillor Craig, Councillor Andrews and 1 No. Officer to attend the above Conference. | Councillors Craig, Andrews and Mr J Parkes attended this Conference |

| MINUTE NO. | SUBJECT | DECISION | FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed |
|-------------|--|---|--|
| RTS/55/2015 | Ulster Architectural Heritage Society Cross Border Summer School | Agreed to note the this correspondence | Society has been advised that the Council had agreed no action - Completed |
| RTS/56/2015 | Staff Issues – Recycling Sites | <p>Councillor Casey said he had been contacted by a staff member who worked in a recycling centre in the Down area. The staff member had expressed concerns about working extended hours on their own in terms of operating heavy machinery and the potential for anti-social behaviour at the site.</p> <p>Mr O'Rourke said he was confident that all appropriate staff were in place during operating hours but he would investigate these issues with staff.</p> | Issue investigated and outcome communicated to Cllr Casey. |
| RTS/57/2015 | Adoption of Ameracam Lane, Cranfield | Agreed Michelle Boyle follow up the issue of Transport NI carrying out a survey of residents of Ameracam Lane and report back to the Mournes Councillors | Michelle Boyle to progress |

Newry, Mourne and Down District Council

The Council's Scheme of Delegation for Officers is made in accordance with Section 7 (arrangements for discharge of functions of Council) of the Local Government (NI) Act 2014.

Arrangements for Monitoring and Review

Each Department is required to appoint an officer with responsibility for maintaining a register of delegated decisions. Reports on the register shall be brought to relevant Committees on a bi-annual basis.

A corporate register of delegated decisions shall be maintained by the Head of Democratic Services which can be requested to be produced by any Committee of Council at any time. The Head of Democratic Services is the responsible officer for ensuring this register remains current and accurate at all times.

Scheme of Delegated Decisions for Reporting

The following delegated decisions or authorisations are to be reported monthly (unless otherwise specified) to the relevant Committee by the officer responsible for making or granting.

1. Engaging consultancy assistance below the delegated level of £2,000;
2. Decision to commence formal restructuring within a Department or Departments;
3. Consultation responses other than technical responses where officers asked for Member views;
4. Decisions arising from external report on significant Health and Safety at Work;
5. In cases of emergency, the allocation or awarding of Financial assistance (small grants) to external groups or organisations below the delegated level of £300; and
6. Other decisions such as those with political, media or industrial relations implications that Directors consider Members should be aware of.

Attached is a reporting form for each of the categories of delegated decisions/authorisations which should be completed by Departmental Officers and reported to relevant committees.

Other decisions or authorisations delegated to each Department under the Scheme of Delegation, should be reported by way of a bi-annual report to the relevant Committee of Council, (refer to the Council's Scheme of Delegation for complete list of delegated matters).

A copy should also be forwarded to Eileen McParland, Democratic Services Manager – eileen.mcparland@newryandmourne.gov.uk

Category 6

Any other decisions such as those with political, media or industrial relations implications that Directors consider Members should be aware of.

Decision:

Replacement of the picnic tables at the amenity site in Dundrum

These tables, which were part of the Tourism NI funded "Mourne Coastal Route" project, were removed for 'over winter maintenance'. They were replaced again in July.

Regulatory & Technical Services Committee

Date of meeting: Wednesday 19th August 2015

File Reference: DS / 1292

Title: WEEE & Battery Tender Award

For: Decision Consideration Information only

PURPOSE OF REPORT

To inform members of the WEEE & Battery Tender Awards to the firm, European Recycling Platform (ERP).

BACKGROUND

The Council provides a disposal service of Waste Electrical and Electronic Equipment (WEEE) and Waste Batteries to householders via its Household Recycling Centres. These items are collected at the sites by a contractor (ERP) and are then sent for processing to ensure the respective EU directives are met.

The tenders for the collection and processing of these items were run as part of a joint award with arc21, NWRWVG and SWaMP2008 waste groups on behalf of the Councils. Evaluations of the tenders resulted in awarding ERP the contracts, who are the present suppliers of the services.

Letters have been sent out to ERP on behalf of the Council to confirm the award, with details of the evaluation relating to them. See attached appendix.

RECOMMENDATION

Members to note the WEEE & Battery Tender Awards to ERP.

J.Parkes – August 2015

////July 2015

Mr Scott Butler
European Recycling Platform (ERP)
Barley Mow Centre
10 Barley Mow Passage
Chiswick
London
W4 4PH

Dear Mr Butler,

RE: Tender for the Provision for the Collection and Processing of Household WEEE from Designated Collection Facilities (arc21, North West Region Waste Management Group & SWaMP2008)

I refer to the above and thank you for your recent submission.

Your submission was duly evaluated as detailed in the Invitation to Tender documentation. The results of your evaluation are outlined in Table 1.

On this occasion, your submission marked 91.6 and accordingly a recommendation has been made to each of the Councils in arc21, NWRWVG & SWaMP2008 that they should enter into agreement with ERP for the Provision for the Collection and Processing of Household WEEE from Designated Collection Facilities.

As you will appreciate, each Council has its own processes to be followed and I would anticipate that an officer from each Council will contact you in due course to progress matters.

Yours sincerely,

Colin Killeen
Procurement Manager
Derry City & Strabane District Council

Table 1

| A) | B) | C) | D) |
|---|-----------|-----------|---------|
| Criteria | Weighting | Score 0-5 | = B x C |
| 1. Preparation and start -up arrangements | 16% | 4 | .64 |
| 2. Details of a proactive management approach to collection including reference to the performance standard | 16% | 4 | .64 |

| | | | |
|--|-----|---|------|
| 3. Details of transportation, storage and processing arrangements | 16% | 4 | .64 |
| 4. Details on all proposed contractors (collection and processing) including experience | 20% | 5 | 1 |
| 5. Details of resources available for the service | 20% | 5 | 1 |
| 6. Proposals addressing Re-use | 16% | 4 | .64 |
| 7. Management And Reporting arrangements including sample reporting format. | 20% | 4 | .8 |
| 8. Contingency arrangements | 20% | 5 | 1 |
| 9. Added Value measures | 40% | 5 | 2 |
| 10. Details of the management approach to the service, including management structure and the name of person who will have overall responsibility for delivery and management of the service | 16% | 5 | .8 |
| Total weighted score – Rows 1 – 10 (Column D) added together to give the total weighted score | | | 9.16 |
| Overall score – The total weighted score will be multiplied by 10 to give the Overall Score | | | 91.6 |

//// July 2015

Mr Scott Butler
European Recycling Platform (ERP)
Barley Mow Centre
10 Barley Mow Passage
Chiswick
London
W4 4PH

Dear Mr Butler,

RE: Tender for the Provision for the Collection and Processing of Waste Batteries and Accumulators from Designated Collection Facilities (arc21, North West Region Waste Management Group [NWRWMG] & SWaMP2008)

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On this occasion, your submission marked 87.6 after and accordingly a recommendation has been made to each of the Councils in arc21, NWRWMG & SWaMP2008 that they should enter into agreement with ERP for the Provision for the Collection and Processing of Waste Batteries and Accumulators from Designated Collection Facilities.

As you will appreciate, each Council has its own processes to be followed and I would anticipate that an officer from each Council will contact you in due course to progress matters.

Yours sincerely,

Colin Killeen
Procurement Manager
Derry City & Strabane District Council

Table 1

| A) | B) | C) | D) |
|---|-----------|-----------|---------|
| Criteria | Weighting | Score 0-5 | = B x C |
| 1. Preparation and start -up arrangements | 16% | 4 | .64 |
| 2. Details of a proactive management approach to collection including reference to the performance standard | 16% | 4 | .64 |

| | | | |
|--|-----|---|------|
| | | | |
| 3. Details of transportation, storage and processing arrangements | 16% | 4 | .64 |
| 4. Details on all proposed contractors (collection and processing) including experience | 20% | 3 | .6 |
| 5. Details of resources available for the service | 20% | 4 | .8 |
| 6. Proposals addressing Re-use | 16% | 4 | .64 |
| 7. Management And Reporting arrangements including sample reporting format. | 20% | 5 | 1 |
| 8. Contingency arrangements | 20% | 5 | 1 |
| 9. Added Value measures | 40% | 5 | 2 |
| 10. Details of the management approach to the service, including management structure and the name of person who will have overall responsibility for delivery and management of the service | 16% | 5 | 1 |
| Total weighted score – Rows 1 – 10 (Column D) added together to give the total weighted score | | | 8.76 |
| Overall score – The total weighted score will be multiplied by 10 to give the Overall Score | | | 87.6 |

Commercial – In Confidence

15

Tender Report



Comhairle Ceantair
an Iúir, Mhúrn
agus an Dúin
**Newry, Mourne
and Down**
District Council

Collection and Processing of WEEE Material
from Designated Collection Facilities
under Council Control
within the arc21, the North West Region Waste
Management Group and SWaMP2008 areas

June 2015**Report****1.0 Purpose**

- 1.1 To make a recommendation on conclusion of the evaluation process of the tender submitted under the Producer Compliance Scheme (PCS) for WEEE for the collection and processing of household WEEE material from Designated Collection Facilities (DCF's) under the control of a Council.

2.0 Background

- 2.1 Implementation of the WEEE Directive in the UK is primarily invoked through the provisions of The Waste Electrical & Electronic Equipment Regulations 2013. Provision for the collection and processing of household WEEE from DCFs, under the Regulations, lies with the Producers via Producer Compliance Schemes (PCS's). There are 38 PCS's registered with the regulatory Authorities in connection with household WEEE. Councils are entitled to the uplift and processing of household WEEE from their DCF at no cost with the funding of such originating from the Producers. It is a matter for the Councils and a PCS or PCS's to agree arrangements for the collection and processing of household WEEE material. The current arrangements expired on the 31st March 2015.
- 2.2 For the purposes of delivering a consistent high quality of service across as wide an area as possible, it was agreed to embark on a collaborative process involving arc21, the North West Region Waste Management Group and SWaMP2008.

3.0 Process

- 3.1 The process adopted closely followed a tendering process with the following timetable;

| Step | Action | Date |
|------|--|-----------------------------|
| 1 | E-mail to all PCS's outlining Council Information & Service requirements and inviting submission of proposals. | 18 th March 2015 |
| 2 | Closing date for receipt of submissions | 22 nd May 2015 |
| 3 | Evaluate Submission | 18 th June 2015 |
| 4 | Agree Recommendation of Suitable PCS (s) | 18 th June 2015 |
| 5 | Advise Councils of the Recommendation | |

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3.2 Expressions of Interest

3.2.1 All 38 registered PCS's were sent tender documentation from which one response was received.

3.3 Proposals Received

3.3.1 One submission was returned by the closing date of Friday 22nd May 2015.

3.3.2 The submission was from

- European Recycling Platform (ERP)

3.3.3 All WEEE schemes operate on the basis of no charge to councils.

3.4 Evaluation

3.4.1 The evaluation team consisted of representatives from each of the three waste management groups and Derry City & Strabane District Council's Procurement Manager.

3.4.2 The Proposal was evaluated in accordance with the criteria outlined in the invitation to tender document. The draft Service Delivery Plan was scored against each of the evaluation criteria 1) to 10) (Column A) listed in Tables below and each evaluation criteria was scored out of a maximum of five marks (Column C) based on that criterion using the scoring matrix detailed in Table T5 below.

The raw scores were weighted in accordance with Table 4 (Column B x C) below to give the weighted scores for each criterion (Column D). Rows 1 through 10 of (Column D) were added together to give the total weighted score. The total weighted score was multiplied by 10 to determine the overall score allocated for the submission.

T5

| Score | Explanation |
|--------------|---|
| 5 | Full and comprehensive response demonstrating full understanding of the Specification requirements and best practice service delivery |
| 4 | Good response but with minor concerns on detail |
| 3 | An adequate response demonstrating that the Specification requirements will be generally met |
| 2 | Less than adequate response with deficiencies in aspects of the service delivery |
| 1 | Poor response with aspects of the service delivery not described or not properly understood |
| 0 | All aspects of the service delivery missing or complete lack of understanding |

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3.4.3 The final evaluation score the Tenderer, for each lot, was as follows;

Table 4

| A) | B) | C) | D) |
|--|------------------|------------------|----------------|
| Criteria | Weighting | Score 0-5 | = B x C |
| 1. Preparation and start –up arrangements | 16% | 4 | .64 |
| 2. Details of a proactive management approach to collection including reference to the performance standard | 16% | 4 | .64 |
| 3. Details of transportation, storage and processing arrangements | 16% | 4 | .64 |
| 4. Details on all proposed contractors (collection and processing) including experience | 20% | 5 | 1 |
| 5. Details of resources available for the service | 20% | 5 | 1 |
| 6. Proposals addressing Re-use | 16% | 4 | .64 |
| 7. Management And Reporting arrangements including sample reporting format. | 20% | 4 | .8 |
| 8. Contingency arrangements | 20% | 5 | 1 |
| 9. Added Value measures | 40% | 5 | 2 |
| 10. Details of the management approach to the service, including management structure and the name of person who will have overall responsibility for delivery and management of the service | 16% | 5 | .8 |
| Total weighted score - Rows 1 – 10 (Column D) added together to give the total weighted score | | | 9.16 |
| Overall score - The total weighted score will be multiplied by 10 to give the Overall Score | | | 91.6 |

4.0 Conclusion

- 4.1 The submission by European Recycling Platform has scored a consistently high score of 91.6 across all five lots. The Tenderer is registered by the regulatory authorities on the approved Producer Compliance Scheme.

5.0 Recommendations:

It is recommended that:

Councils enter into an agreement with European Recycling Platform for the provision of the collection and processing of household WEEE from their Designated Collection Facilities for 24 months from 1/07/2015 with the option of a 1 year extension for all 5 lots.

Appendix 1

| | |
|--------------------|--|
| Category A (Lot 1) | Large household appliances (Category1) other than cooling appliances |
| Category B (Lot 2) | Cooling Appliances in category 1 |
| Category C (Lot 3) | All Display Equipment including those containing Cathode Ray Tubes |
| Category D (Lot 4) | Gas Discharge Lamps |
| Category E (Lot 5) | All other WEEE |

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Tender Report



Comhairle Ceantair
an Iúir, Mhúrn
agus an Dúin

**Newry, Mourne
and Down**

District Council

Provision for the Collection and Processing of Waste
Batteries and Accumulators from Designated
Collection Facilities
under Council Control
within the arc21, the North West Region Waste
Management Group and SWaMP2008 areas

June 2015**Report****1.0 Purpose**

- 1.1 To make a recommendation on conclusion of the evaluation process of the tender submitted under the Producer Compliance Scheme (PCS) for the collection and processing of household batteries from Designated Collection Facilities (DCF's) under the control of a Council.

2.0 Background

- 2.1 All waste batteries and accumulators collected must be processed in accordance with the requirements of European Parliament and Council Directive 2013/56/EU on batteries and accumulators and waste batteries and accumulators and amending Directive 2006/66/EC. Provision for the collection and processing of batteries from DCFs, under the Regulations, lies with the Producers via Producer Compliance Schemes (PCS's). There are 5 PCS's registered with the regulatory Authorities in connection with batteries. Councils are entitled to the uplift and processing of household batteries from their DCF at no cost with the funding of such originating from the Producers. It is a matter for the Councils and a PCS or PCS's to agree arrangements for the collection and processing of batteries. The current arrangements expired on the 31st March 2015.
- 2.2.1 For the purposes of delivering a consistent high quality of service across as wide an area as possible, it was agreed to embark on a collaborative process involving arc21, the North West Region Waste Management Group and SWaMP2008.

3.0 Process

- 3.1 The process adopted closely followed a tendering process with the following timetable;

| Step | Action | Date |
|------|--|-----------------------------|
| 1 | E-mail to all PCS's outlining Council Information & Service requirements and inviting submission of proposals. | 18 th March 2015 |
| 2 | Closing date for receipt of submissions | 22 nd May 2015 |
| 3 | Evaluate Submissions | 18 June 2015 |
| 4 | Agree Recommendation of Suitable PCS (s) | 18 June 2015 |
| 5 | Advise Councils of the Recommendation | |

3.2 Expressions of Interest

- 3.2.1 All 5 registered PCS's were sent tender documentation from which one response was received.

3.3 Proposals Received

- 3.3.1 One submission was returned by the closing date of Friday 22nd May 2015.
- 3.3.2 The submission was from
- European Recycling Platform (ERP)
- 3.3.3 All WEEE schemes operate on the basis of no charge to councils.

3.4 Evaluation

- 3.4.1 The evaluation team consisted of representatives from each of the three waste management groups and Derry City & Strabane District Council's Procurement Manager.
- 3.4.2 The Proposal was evaluated in accordance with the criteria outlined in the invitation to tender document. The draft Service Delivery Plan was scored against each of the evaluation criteria 1) to 10) (Column A) listed in Table T4 below and each evaluation criteria was scored out of a maximum of five marks (Column C) based on that criterion using the scoring matrix detailed in Table T5 below.

The raw scores were weighted in accordance with Table 4 (Column B x C) below to give the weighted scores for each criterion (Column D). Rows 1 through 10 of (Column D) were added together to give the total weighted score. The total weighted score were multiplied by 10 to determine the overall score allocated for the submission.

T5

| Score | Explanation |
|-------|---|
| 5 | Full and comprehensive response demonstrating full understanding of the Specification requirements and best practice service delivery |
| 4 | Good response but with minor concerns on detail |
| 3 | An adequate response demonstrating that the Specification requirements will be generally met |
| 2 | Less than adequate response with deficiencies in aspects of the service delivery |
| 1 | Poor response with aspects of the service delivery not described or not properly understood |
| 0 | All aspects of the service delivery missing or complete lack of understanding |

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3.4.3 The final evaluation score for Tenderer is as follows;

| A) | B) | C) | D) |
|--|-----------|-----------|---------|
| Criteria | Weighting | Score 0-5 | = B x C |
| 1. Preparation and start –up arrangements | 16% | 4 | .64 |
| 2. Details of a proactive management approach to collection including reference to the performance standard | 16% | 4 | .64 |
| 3. Details of transportation, storage and processing arrangements | 16% | 4 | .64 |
| 4. Details on all proposed contractors (collection and processing) including experience | 20% | 3 | .6 |
| 5. Details of resources available for the service | 20% | 4 | .8 |
| 6. Proposals addressing Re-use | 16% | 4 | .64 |
| 7. Management And Reporting arrangements including sample reporting format. | 20% | 5 | 1 |
| 8. Contingency arrangements | 20% | 5 | 1 |
| 9. Added Value measures | 40% | 5 | 2 |
| 10. Details of the management approach to the service, including management structure and the name of person who will have overall responsibility for delivery and management of the service | 16% | 5 | 1 |
| Total weighted score - Rows 1 – 10 (Column D) added together to give the total weighted score | 8.76 | | |
| Overall score - The total weighted score will be multiplied by 10 to give the Overall Score | 87.6 | | |

4.0 Conclusion

- 4.1 The submission by European Recycling Platform scored 87.6. The Tenderer is registered by the regulatory authorities on the approved Producer Compliance Scheme.

5.0 Recommendations:

It is recommended that:

Councils enter into an agreement with European Recycling Platform for the provision of the collection and processing of batteries from their Designated Collection Facilities for 24 months from 1/7/2015 with the option of a 1 year extension.

| | |
|--|---|
| Agenda Item: | Textile Tender Rationalisation |
| Report to: | Regulatory & Technical Committee |
| Subject: | Approval to merge the existing separate textile collection and payment arrangements, under the arc21 Textile contract |
| Date: | 12th August 2015 |
| Reporting Officer: | Mr Canice O'Rourke |
| Contact Officer: | Tara Cunningham & Colette O'Rourke |
| <u>Decisions Required</u> | |
| Members are asked to approve the merger of the arrangements for the collection and payment in relation to Textiles deposited at HRC and Bring Bank sites | |
| 1.0 | <u>Purpose & Background</u> |
| 1.1 | <p>The legacy councils of Newry & Mourne and Down both had separate contracts for the collection and payment of Textiles from their respective HRC and Bring Bank sites.</p> <p>The Newry & Mourne contract was awarded to Cookstown Textile Recyclers (CTR) in September 2013, for a period of two years with the option to renew for a further two periods of one year each. Initially this contract paid £605/tonne however, due to changes in market conditions, CTR have indicated that any extension to the contract will be at the reduced rate of £330/tonne.</p> <p>Down had a similar contract with CTR, via arc21, which initially paid £675/tonne, but which was renewed recently at an agreed income of £380/tonne. The arc21 contract will allow for the textiles collected from the old N&M area to be included.</p> |
| 2.0 | <u>Key Issues</u> |
| 2.1 | The existing contract for the textiles collected in the old N&M area can be extended with CTR at an income of £330/tonne, or subsumed into the existing arc21 contract, again with CTR, at an income of £380/tonne. |
| 3.0 | <u>Resource Implications</u> |
| 3.1 | <ul style="list-style-type: none"> • None |
| 4.0 | <u>Summary</u> |
| 4.1 | Members are asked to approve the merger of the arrangements for the collection and payment in relation to Textiles deposited at HRC and Bring Bank sites, which will result in an additional £50/tonne income to council. With an estimated 60 tonnes per year, this will generate an additional £3,000 income, while also relieving council staff from having to administer the contractual issues. |

NILAS 14/15

Purpose of the Report

To advise the Committee on the current position for 2014/15 and recommend the application of the agreed arc21 NILAS transfer protocol.

The final position concerning the 2014/15 NILAS targets indicates that 1 Council has exceeded their annual allowance. Accordingly the agreed arc21 protocol will require to be initiated and the report outlines the outworkings in respect of the transfers of allowances.

Background

As members may be aware, under the previous administration, the Joint Committee had endorsed a NILAS Transfer Protocol and this has been agreed by all Councils. The principle of the protocol is for any Constituent Council, with excess allowances in any given scheme year, to make them available for transfer to any other Constituent Councils, should they require them to meet their allocation.

The adoption and implementation of the protocol ensures that arc21 Councils maximise excess allowances, should the need arise, and is a tangible example of arc21 being a beacon of partnership best practice.

This protocol gives all arc21 Councils some protection in the event they do not meet their allocation for whatever reason e.g. difficulties with a specific scheme, collective capacity management in the interests of efficiency and best value.

The Protocol comprises of the following:

- Excess annual allowances to be collated and totalled at Group level (known as GEA - Group Excess Allowance);
- GEA distributed amongst those constituent Councils requiring additional allowances to meet their annual NILAS allocation;
- Each Council's allocation from GEA shall be calculated in proportion to the population or utilising an alternative method duly agreed. Where applicable, the total amount to be transferred shall not exceed the total required to meet that Council's annual NILAS allocation. This step shall be repeated until either all constituent Councils meet their annual NILAS allocation or the GEA has been exhausted; and
- Thereafter, the formal transfer procedure outlined in Regulation 7 of the Landfill Allowance Scheme (NI) Regulations 2004 shall be complied with.

The protocol has been used in three previous occasions.

Report on Current Position

Table 1 reflects the final 2014/2015 NILAS position for arc21 councils.

Table 1

| Council | 2014/15 Allocation (tonnes) | Actual BMW Landfilled (tonnes) | Actual Amount as % of Allocation (%) |
|--------------------|--|---|---|
| Antrim BC | 8,730 | 4,720 | 55.9% |
| Ards BC | 13,002 | 13,957 | 107.3% |
| Ballymena BC | 10,156 | 7,911 | 77.9% |
| Belfast CC | 43,218 | 34,181 | 79.1% |
| Carrickfergus BC | 6,691 | 6,263 | 93.6% |
| Castlereagh BC | 10,900 | 9,334 | 85.5% |
| Down DC | 11,604 | 10,888 | 93.9% |
| Larne BC | 5,173 | 4,828 | 93.9% |
| Lisburn CC | 18,693 | 14,877 | 79.6% |
| Newtownabbey BC | 13,554 | 12,620 | 93.2% |
| North Down BC | 12,930 | 12,812 | 99.1% |
| arc21 Total | 154,344 | 132,392 | 85.8% |

Ards BC has exceeded their annual allocation.

Course of Action

In view of this information it is recommended that the arc21 NILAS Transfer Protocol as previously agreed be initiated.

Accordingly, the relative position in respect to the proportion of populations thereafter to be assigned to the allocation of transfers is as set out in Table 2 overleaf.

Table 2

| Council | Indicative Proportion by Population to be Transferred (%) |
|----------------------------|--|
| Antrim and Newtownabbey BC | 15% |
| Belfast CC | 37% |
| Lisburn & Castlereagh CC | 15% |
| Mid and East Antrim BC | 15% |
| Newry Mourne and Down DC | 18% |
| Total | 100.00 |

In accordance with the protocol, utilising the proportionate percentage of population and assigning this to the transfer of relevant allowances to Ards Borough Council, the indicative position is set out in Table 3.

Table 3

| Council | Indicative Amount of Excess Allowance to be Transferred to Ards (tonnes) |
|--|---|
| Antrim and Newtownabbey BC | 156* (78 from Antrim BC) (78 from Newtownabbey BC) |
| Belfast CC | 360 |
| Lisburn & Castlereagh CC | 156* (78 from Castlereagh BC) (78 from Lisburn CC) |
| Mid and East Antrim BC | 156* (52 from Ballymena BC) (52 from Carrickfergus BC) (52 from Larne BC) |
| Newry, Mourne and Down District Council | 190 |

* divided between past constituent councils

The formal transfer procedure requires that any transfer request must be made to the NIEA before 30th September 2015.

The request must be made on the official NILAS 003 form with the original signature of a duly authorised person. The NIEA has indicated that one completed form for every past constituent council should be submitted although they may be signed by the same authorised person.

The NIEA has indicated that it would be helpful if the completed form was accompanied with a short letter on the respective Council's stationery to assist in streamlining the process.

Following submission the NIEA will undertake a series of checks and, once satisfied the appropriate conditions are met, will update the landfill allowances register and notify all the Councils involved that the transactions have been completed.

Officers may be interested to note that this is the tenth year of NILAS. In the nine previous years, collectively, the arc21 Councils have met their allocated allowance.

Given that the above only addresses the transition situation covering 2014/15, it is also recommend that the current Joint Committee and Councils formally record their endorsement of the transfer protocol to cover the new administration arrangements for the future beginning with this year i.e. 2015/16.

Recommendation

It is recommended that the Regulatory and Technical Services Committee endorse the application and initiation of the protocol as proposed by the Joint Committee and Constituent Councils.

Canice O'Rourke
Director of Regulatory and Technical Services
August 2015

REQUEST TO TRANSFER LANDFILL ALLOWANCES FORM

NILAS 003

| | |
|--|------------------------------|
| Transferor: (District Council 'providing' allowances) | Down District Council |
|--|------------------------------|

| | |
|--|-----------------------------|
| Transferee: (District Council 'receiving' allowances) | Ards Borough Council |
|--|-----------------------------|

| Total number of allowances to be transferred ¹ | Scheme year ² | Date transfer agreed |
|---|--------------------------|--------------------------------|
| 190 | 2014/15 | 7 th September 2015 |

Declaration:

| | |
|--|---|
| I declare that I have been authorised by the transferor to submit this transfer request. | |
| Signature _____ | Position: Director Of Regulatory & Technical Services |
| Name CANICE O'ROURKE (Block Capitals) | Date: 8 th September 2015 |

Please return this form to:

NILAS Monitoring Team
Land & Resource Management
Northern Ireland Environment Agency
Klondyke Building
Cromac Avenue
Gasworks Business Park
Belfast
BT7 2JA

Tel: (028) 9056 9429
Fax: (028) 9056 9376

Email: NILAS@doeni.gov.uk



GUIDANCE NOTES

1. One allowance is equal to one tonne of Biodegradable Municipal Waste (BMW).
2. Scheme Year: Enter the scheme year for which the allowances are available to the transferor.
3. A transfer of allowances from one District Council to another District Council can only be transferred from one scheme year to the same scheme year.
4. A request to transfer allowances must be made to the monitoring authority BEFORE the end of the reconciliation period* for the scheme year in which the transfer is agreed.
5. The monitoring authority is not required to consider a request to transfer allowances, unless it is made on the 'Request to Transfer Landfill Allowances Form'(NILAS 003)

* reconciliation period means the period of 6 months following the end of a scheme year.

NILAS Monitoring Team
Land & Resource Management
Northern Ireland Environment Agency
Klondyke Building
Cromac Avenue
Gasworks Business Park
Belfast
BT7 2JA

Date: 8th September 2015

Dear Sirs,

**The Landfill Allowance Scheme (NI) Regulations 2004 (As amended)
10th Scheme year 2014/15**

I refer to your letter of 23 July in connection with the draft reconciliation position relative to the legacy council (Down District Council), pertinent to this council (Newry, Mourne and Down District Council).

The wider position has been reviewed with the other councils in arc21 and as a result it is necessary to initiate the arc21 transfer protocol. Accordingly, please find attached the duly completed NILAS 003 form(s) in respect of a request to transfer landfill allowances to Ards Borough Council from the respective legacy council (Down District Council), pertinent to this council (Newry, Mourne and Down District Council).

I trust this will be suitable for your requirements and please do not hesitate to contact me should you have any queries.

Yours faithfully,

Mr Canice O'Rourke
Director of Regulatory and Technical Services

Performance Statistics for Planning Decisions

The purpose of this report is to provide Members with a small number of performance indicators around the processing of planning applications.

This report covers the period April 2015 to July 2015. Included in the report are the same indicators from the period April 2014 to July 2014. It is important to include the 2014 figures because they provide a useful context within which to view the 2015 figures. This allows the new Council's performance to be judged against the figures achieved by DOE Planning when the planning function still resided with the Department.

The figures for applications received show a 15% increase for the period April to July 2015 compared to the same period in 2014.

Members should be aware that in the period April-July 2014 the Department had 26 (25.5 FTE) planners processing applications in the former Newry & Mourne and Down Districts. Currently the Council has 13 (12 FTE) planners engaged in processing planning applications (development management team). This 50% reduction is a direct consequence of the total number of planners transferring to the Council. In total the Council received 26 transferring planners. Out of this complement the Council had to create not only a team to process planning applications but also an enforcement team and a development plan team. While overall performance in terms of numbers of applications decided in 2015 may appear poor, in actual fact the 13 planners working on applications have been more productive per head than their counterparts in 2014. In 2014 each case officer would have had approximately 35-50 applications to deal with and the associated calls and correspondence that each application would generate. Case officers now are dealing with approximately 120 applications each, which in turn generates more calls and correspondence to complete also.

Members are also invited to note that 93% of applications are being approved.

There are also 28 appeals which have been lodged which case officers within the new council district. Planners have to undertake defence of the DOE/Council decisions through a Statement of Case (written report) and an accompanying site visit or informal hearing. This is a substantial body of work in its own right and would take a planning officer 2-4 days depending on the complexity of the case to complete.

Just prior to transfer there was a significant movement of staff in and out of the council cluster as a result of the DOE staff preference scheme, in which tried to allocate DOE staff to their preferred council cluster. As a result of this movement approximately 300 applications had to be

reallocated to new officers who had to familiarise themselves with upwards of 100 planning applications which were at various different stages within the process. Members are invited to note that performance month on month is steadily improving since April, in terms of numbers of applications being decided, which we believe is a direct result of staff settling in and bedding down following RPA transfer, to the task at hand.

There has also been an increase in the number of members of the public calling for face to face advice at council buildings, especially at the Newry office. This is a direct result of having the service closer to hand than what it previously was in Craigavon.

The Council is also moving ahead with the recruitment of additional planning staff and additional administrative support staff. Once this recruitment process is completed and staff are in place for one or two months there should be a significant improvement in the processing of applications. This together with the Planning and Building Control joint project should make significant efficiencies over the next 3 months to allow further resources to be allocated to the processing of Planning Applications. This will also directly result in a "one stop shop" for both Building Control and Planning giving the rate payer an exclusive service and value for money.

Jacqui McParland

August 2015

Appendix 1

Performance Statistics for Planning Decisions

2014

| Month | Received | Decided | % decided | decisions / officer |
|--------------|------------|------------|--------------|---------------------|
| April | 140 | 87 | 62.14 | 3.35 |
| May | 185 | 106 | 57.30 | 4.08 |
| June | 100 | 106 | 106.00 | 4.08 |
| July | 128 | 128 | 100.00 | 4.92 |
| Total | 553 | 427 | 77.22 | 16.42 |

| | | |
|----------------------|------|------|
| Ave/month /officer = | 5.32 | 4.11 |
|----------------------|------|------|

2015

| Month | Received | Decided | % decided | decisions / officer |
|--------------|------------|------------|--------------|---------------------|
| April | 164 | 20 | 12.20 | 1.67 |
| May | 171 | 69 | 40.35 | 5.75 |
| June | 148 | 66 | 44.59 | 5.50 |
| July | 152 | 84 | 55.26 | 7.00 |
| Total | 635 | 239 | 37.64 | 19.92 |

| | |
|-------|------|
| 13.23 | 4.98 |
|-------|------|

1.0 DARD Funded Animal Welfare Service

Decision required

The Council is asked to note the content of the attached report (Appendix 1) and consider and **agree to approve** the Service Level Agreement (SLA) between DARD funded Animal Welfare Service and Armagh City, Banbridge and Craigavon Borough Council and Newry, Mourne and Down District Council.

Purpose and Background

The purpose of the agreement is to maintain the service previously provided by the Southern Group Environmental Health Committee on behalf of the existing 5 constituent Councils in the Southern Group.

The new SLA will allow the DARD fully funded Animal Welfare Service to be managed and delivered by the Southern Regional Councils made up of Armagh, Banbridge, Craigavon and Newry, Mourne and Down District Council with Fermanagh and Omagh Council taking on the role of the lead Regional Council.

The service covered by the SLA is The Enforcement of the Welfare of Animals Act in respect on non-farmed animals. DARD will make available to Councils funding for the period 2015-2016 of £1.1 m in respect of the implementation of the 2011 Act for non-farmed animals.

Recommendation:

To agree and approve the Service Level Agreement between DARD funded Animal Welfare Service and Armagh City, Banbridge and Craigavon Borough Council and Newry, Mourne and Down District Council.

Service Level Agreement

DARD FUNDED ANIMAL WELFARE SERVICE

2015/16

Between

**Armagh City, Banbridge and Craigavon Borough
Council**

AND

Newry, Mourne and Down District Council

16th June 2015

Service Level Agreement

Between

Armagh City, Banbridge and Craigavon Borough Council (Sub-regional Lead Council) and Newry, Mourne and Down District Council

(This Agreement shall hereafter referred to as 'the Agreement' and the parties to the Agreement shall be referred to as 'the Stakeholders')

1.0 Background

Prior to Local Government Reform the DARD fully funded Animal Welfare Service was managed and delivered by Armagh City and District Council by Southern Group Environmental Health Committee on behalf of the 5 constituent Councils including the legacy Armagh City and District Council, Banbridge District Council, Craigavon Borough Council, Dungannon and South Tyrone Borough Council and Newry and Mourne District Council on a sub-regional basis with Omagh District Council assuming the Lead Regional Council role.

A Governance paper on a new delivery model was produced and presented to the LGCEG on 13th March 2015.

Councils have since agreed to reconfigure the Regional Service to a four centre model with Fermanagh and Omagh Council taking on the Lead Regional Council role. Armagh City, Banbridge and Craigavon Borough Council will now act as one of the four Sub-regional Lead Councils responsible for service delivery in its own area and across Newry, Mourne and Down District i.e. Southern Region

2.0 Shared Objectives**2.1 The Objectives of the Agreement are:**

- To establish provision under which a sub –regional framework assists Armagh City, Banbridge and Craigavon Borough Council to provide the DARD funded Animal Welfare Service.
- To define the role, responsibilities and obligations of the Stakeholders within the Southern Region.

2.2 The Agreement shall commence on the date of signing by the last of the Stakeholders, and shall continue in force indefinitely unless superseded by another SLA or equivalent document, or unless terminated by any of the Stakeholders. ('the Period')

3.0 Review of the Service Level Agreement

3.1 The Review Process will be initiated and facilitated by Armagh City, Banbridge and Craigavon Borough Council 3 months prior to the end of the financial year.

3.2 The Stakeholders, or one of them, may propose at any time during the Period to revise the Agreement, and agree any reasonable alteration or addition to or omission from the Agreement. In the event of such a revision being proposed,

Armagh City, Banbridge and Craigavon Borough Council shall assess what resources, if any, will be involved, prior to agreeing to the revision, and shall agree these costs with the other Stakeholders prior to any implementation of the revision

4.0 Performance Review and Reporting

4.1 The Stakeholders shall jointly review performance under the Agreement on a quarterly basis. Progress reports will be provided by Armagh City, Banbridge and Craigavon Borough Council to inform the process. A summary report for the 12 month period will be provided as an addendum to the fourth quarter report. Where significant variances are highlighted, a rationale will be provided.

4.3 Armagh City, Banbridge and Craigavon Borough Council shall ensure that necessary action agreed is taken to maintain a high level of service delivery.

5.0 Level of Service Delivered

5.1 Armagh City, Banbridge and Craigavon Borough Council is responsible for ensuring the service is delivered within the Agreement and that it is reported on as detailed in Section 4.

5.2 The service covered by this Agreement is:

Enforcement of the Welfare of Animals Act in respect of non-farmed animals.

5.3 Financial Arrangements

Confirmation of the amount of funding for Animal Welfare will be provided by DARD to the Board in advance of the start of each financial year. A draft budget summary will then be submitted to the Department by the Board and the budget available split over the 4 regions based on previous experience. The Animal Welfare budget available will be managed via Memorandums of Understanding between the Department and the Regional Lead Council and sub-regional Councils. Due to variable sub-regional demands on the service, the use of the budget allocated will be flexible to allow for the movement of financial resources between sub-regions in year. Councils will ensure that the Service is delivered in the most efficient and effective manner to ensure value for money. Councils will monitor expenditure on a monthly basis and if there is a potential significant variation on the profiled spend, then they will liaise with DARD and take appropriate action e.g. bid for additional resources, surrender monies, make necessary modification to service provision, etc. Subject to Project Board approval, sub regions will be able to avail of an under-spend in other sub regions to offset their overspend in the first instance. *In the very unlikely event that that an overspend is incurred, in the Southern Region and, not funded by DARD, the cost will be shared equally between Armagh City, Banbridge and Craigavon Borough Council and Newry, Mourne and Down District Council. This is subject to the current level of funding (section 5.4) being provided by DARD and if funding levels were reduced then the SLA would be subject to a review.*

5.4 Funding Allocation- The Department will make available to Councils funding for the period 2015/16 of £1.1m in respect of implementation of the 2011 Act for non-

farmed animals. The Regional Lead Council shall provide in year monitoring information to allow the Department to meet Department of Finance and Personnel timelines and to allow the Board to adequately manage the budget. Additional detail on financial monitoring is provided in Part I of Annex A.

5.5 Resource - The resource allocated to the needs of the service will be as required taking into consideration the regionally agreed Prioritisation Guidance. There are currently 3 FTE (Full Time Equivalent) Animal Welfare Officers appointed to work across the Eastern Region. They, like all 9 Animal Welfare Officers are appointed to work across all eleven Councils as required and all 9 Officers will undertake Out of Hours responsibilities across all eleven councils. The 3 Animal Welfare Officers assigned to the Eastern Region will be employed by Armagh City, Banbridge and Craigavon Borough Council on the behalf of the sub-region. The 2 Administration staff will also be employed by Armagh City, Banbridge and Craigavon Borough Council.

5.6 Line Management for the Animal Welfare manager, the Animal Welfare Officers and administrative staff involved, will be undertaken by Armagh City, Banbridge and Craigavon Borough Council.

5.6 Armagh City, Banbridge and Craigavon Borough Council shall ensure where possible, that the staff resources necessary to deliver the agreed level of services are available.

5.7 Armagh City, Banbridge and Craigavon Borough Council is responsible for monitoring the delivery of services on an ongoing basis.

5.9 Enforcement Decisions

All decisions pertaining to enforcement action in relation to prosecutions will be signed off by the Head of Service/designated Officer from which ever Council area the offence took place, in line with the Councils General Enforcement Policy and Animal Welfare Enforcement Guidelines. It is envisaged that all decisions will be taken under a Council approved Scheme of Delegation.

5.10 Media Enquiries

Media enquiries will be dealt with as per Project Board Media Protocol i.e. local issues dealt by local Council Media officer with information provided by Animal Welfare Manager (lead Council) and regional issues dealt with by Chair of Project Board.

5.11 Sub-regional Animal Welfare Forum (AWF)

The sub-regional **Animal Welfare Forum (AWF)** will comprise of one officer representative from each of the sub-regional Councils and the Sub-regional lead Council will be represented by the Animal Welfare Manager. The AWF will call on Animal Welfare Officers, PSNI, DARD enforcement and other organisations as and when deemed necessary. The secretariat will be managed by the Sub-regional Lead Council, Animal Welfare Line Manager. A Chair will be appointed at the first meeting

of the sub-regional Animal Welfare Forum. Councils represented at the Animal Welfare Forum shall each possess a single vote in elections and in forum decisions.

The Sub-regional Animal Welfare Forums (AWF) shall:

- have a primary focus to ensure consistency and efficient working practice across the sub-regional councils;
- implement agreed policy from Animal Welfare Project Board;
- provide the means to translate central government and Animal Welfare Project Board recommendations into policy appropriate for local government;
- develop work-plan targets that meet Animal Welfare Project Board Strategy objectives;
- Provide sub-regional liaison and consultation between Animal Welfare Project Board and sub-regional councils.
- maintain an overview of Animal Welfare tasks and duties;
- deal with routine issues arising from Animal Welfare Project Board and subgroups;

6.0 Health and Safety

6.1 Health and Safety of staff employed by Armagh City, Banbridge and Craigavon Borough Council is the responsibility of Lead Council.

6.2 Lead Council employees must adhere to the Health and Safety requirements of their employer Council. This includes adherence to health and safety requirements specific to Council offices as well as in the delivery of services external to the Council offices such as lone working and site specific requirements.

7.0 Termination

This SLA may be terminated by any of the Stakeholders were any of the other Stakeholders is in breach of any of its obligations under this Agreement, and in the case of a breach capable of rectification, where the defaulting Stakeholder fails to remedy the breach within 28 days of having been given notice of same by one of the other Stakeholders.

The SLA may be terminated by any of the Stakeholders by giving at least 1 months written Notice to the other Stakeholders

Termination of the SLA shall not, in any way, remove any responsibility of any of the Stakeholders for enforcement of the 2011 Act

8.0 Resolution of Disputes

8.1 Any day to day matters which give cause for concern or dispute, which have the potential to impact on the fulfilment of requirements within the Agreement, and which cannot be resolved by the Officers directly involved, will be referred to Line Management.

8.2 If a situation arises which Line Managers are unable to resolve, it will be referred to the relevant Head of Service / Director.

SIGNED ON BEHALF OF

Armagh City, Banbridge and Craigavon Borough Council

Chief Executive

Newry, Mourne and Down District Council

Chief Executive

| | |
|--------|--|
| To | Regulatory and Technical Services Committee |
| Report | Crossmaglen Market / Parking issues on Market Days |
| Date | 24 June 2015 |
| From | Catherine Sweeney, Assistant Director of Administration (HR) |
| Copy | Canice O'Rourke, Director of Regulatory and Technical Services Fintan Quinn, Licencing Noel Pepper, Markets Officer |

1. Background

At a meeting of the Slieve Gullion DEA meeting on Friday 19th September 2014, at O'Flaich House, Crossmaglen, on the proposal of Cllr Donnelly and seconded by Cllr Hearty, it was agreed that a plan be designed for Crossmaglen Square re market stalls to try and free up some car parking spaces and make better use of the square. When the plan has been completed, a public meeting with market traders is should be convened.

2. General operation of Crossmaglen Markets

Crossmaglen Fayre is on as follows and charges are set out below:

| Market | Frequency | Charge for Trading Pitch |
|---------------|---------------------------------|--------------------------|
| Big Fayre | 1 st Friday of month | £14.00 or 20.00 Euro |
| Smaller Fayre | 3 rd Friday of month | £14.00 or 20.00 Euro |

Charges are not reduced or increased for different size pitches.

The Market typically operates from approximately 9am to 1.30pm.

Trader Attendance can be weather dependant as it is an open market.

While the majority of traders operate within the Square on the both Fayre days, several small traders and one Fish Van operate outside the Square.

Noel Pepper is the Market Clerk and is responsible for ensuring collection of fees, Public Liability checks and ensuring that the traders act responsibly.

3. Parking, Access issues for emergency vehicles and Safety of pedestrians

Parking was reviewed on two market days and on one non market day. It is usual that the market starts at around 8am and finishes by 2pm.

On each day, regardless of market activity, double parking or parking on kerbside, beside an unused parking space was observed.

On market days however, it is acknowledged that there is greater traffic activity in Crossmaglen, and therefore traffic congestion may be an issue in the early morning.

4. Traffic management – Road markings / traffic wardens

A meeting was held with PSNI on 19 June 2015. The Constables Jason McMullan and Robin Gailbraith attended the meeting.

They advised that they had no reports of problems with parking in Crossmaglen Square. There had been issues regarding parking in an around the School which affected the potential safety of pedestrians and had been addressed in liaison with the School and local community by way of leafleting cars.

The PSNI's powers in relation to parking are limited to dealing with parking which is causing an obstruction or where a vehicle is parked within 15m of a junction. Crossmaglen does not have any parking restrictions by way of yellow lines.

In terms of Street Trading, the PSNI can and will act on any call to address illegal street trading and reports of such are to be made by the Market Clerk if they occur, to the PSNI and to the Council Licencing Section.

The Constables, who are based in Crossmaglen, recommended that publicity is raised about parking concerns by Elected Members with a press release in Cross Examiner, asking for co-operation from visitors to Crossmaglen to park responsibly.

5. Potential for marking of square for pitches in an organised way

A meeting was held with traders in Crossmaglen on 19 June 2015. Seven traders attended the meeting with the Market Officer, Licencing Officer and Assistant Director of Administration (HR). The traders agreed to work inside the market with recommendation that those traders who normally traded from parking bays on the outskirts of the market be allocated space on the inside of the Square during July and August, so that by the 18 September Market, all traders were working from inside the Market Square.

The Market Officer agreed to allocate numbered pitches to the current Traders based on their normal pitches and issue a letter citing agreed pitch to each Trader. Pitches will be adapted to suit numbers in market based on draft set out in Appendix A.

6. Potential for estimate of street trading plot costs

Under Market Rights, trading can occur within Crossmaglen Square however the Market Rights do not extend beyond this area.

Traders will be advised accordingly and any illegal street trading will be reported to both the PSNI and to the Council's Licencing Section.

Should reports of illegal street trading be made, the Council may wish to consider the appropriate action they wish to take to deal with this situation.

Should Elected Members wish to extend the trading area beyond Crossmaglen Square, a formal process must be entered into to do so.

7. Recommendations for approval

- a) By Market day on 19 September 2015, all traders to have moved to inside square of market (See Appendix A for area plan of Crossmaglen Square).
- b) The 'Counselling / Drop in Service' van can park in bus stop as the van arrives after morning bus from Crossmaglen to Newry and leaves before the afternoon bus. Stopping time for Bus at approximately 12noon is very short and there is no impact as a result of bus parking space being taken up by the van.
- c) Traders who continue to trade outside Market Square, after 19 September 2015, will be reported to PSNI and to Council and will be dealt with as appropriate by each organisation. (While the Council's Licencing section will not be able to be on site at Crossmaglen, it is recommended that the Market Officer report persistent breaches of trading so that the Council can consider the appropriate action to be taken where there is persistent breaches of street trading legislation).
- d) Traders will be allocated numbered pitches during July to September 2015.

Recommend: Approval

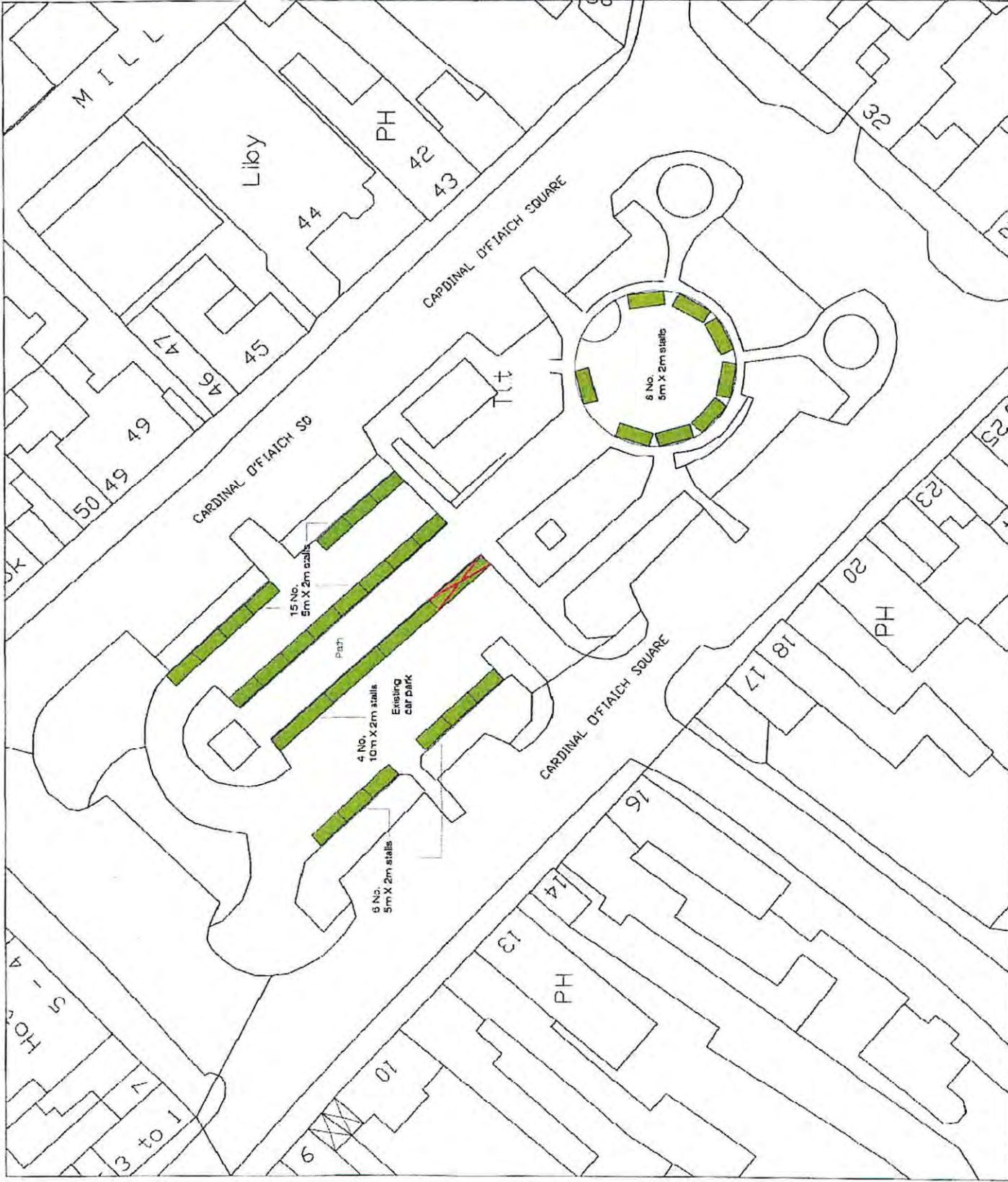
Catherine Sweeney
Assistant Director of Administration (HR)

Appendix A Pitch Allocation in Crossmaglen Square (Draft only)



An tIur & Múrna
NEWRY AND MOURNE
DISTRICT COUNCIL

| | |
|-------------------------|--|
| Building : | Proposals for Street Trading at Crossmaglen Square |
| Council reference no. : | |
| Drawing Title : | Site Plan |
| Drawing no. : | ***** |
| Scale : | 1/500 |
| Drawn by : | SF |
| Date : | November '14 |



| | |
|---------------------------|--|
| Agenda Item: | Facilities Management and Maintenance |
| Report to: | Regulatory & Technical Services Committee |
| Subject: | Review of Bus Shelter Policy and other matters related to bus shelters |
| Date: | 19 th August 2015 |
| Reporting Officer: | Canice O'Rourke |
| Contact Officer: | Kevin Scullion |

Decisions Required

Members are asked to note the contents of the report, and consider and agree to:

- 1) Amendment of Council Bus Shelter Policy
- 2) Information provided on types of bus shelter available to purchase
- 3) Approve recommendations arising from SlieveCroob DEA Briefing Meeting held on 30th July 2015

1.0 Purpose & Background

1.1

The Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the Department of Regional Development to erect and maintain on any road within the district, shelters for the protection from weather of persons waiting to enter public service vehicles.

At its Development Committee Meeting held on 27th January 2015 the Council agreed a policy and set of procedures to be used to address requests for the erection and removal of bus shelters in the Council area.

At its June Meeting of the Regulatory and Technical Services Committee Meeting it was agreed the current Policy be reviewed, taking account the policy used by the former Banbridge District Council which allowed for a simple relatively inexpensive structure to be erected in rural areas which could be easily relocated. Also agreed to look at increasing the budget for the provision of bus shelters and the recycling of bus shelters which are no longer used.

Contact was made with officials at Banbridge District Council but they were not able to provide a copy of their policy. A review has been undertaken of the current

policy/procedure and is attached as Appendix 1. Areas highlighted in red with a red line through the text are sections within the policy it is proposed to amend. The proposed amendment is shown directly below this text coloured red and underlined.

Attached at Appendix 2 is a report provided by the Estates Section which provides examples of the types of bus shelter which are available on the market for the Council to purchase.

No further progress to report currently on reviewing the budget for purchase of bus shelters and the recycling of bus shelters which are no longer used.

Arising out of the June Regulatory and Technical Services Committee Meeting it was agreed to hold a number of site visits in the SlieveCroob DEA to consider possible locations for bus shelters. A report of this meeting is provided at Appendix 3 for review and approval.

2.0 **Key Issues**

2.1 As detailed above.

3.0 **Resource Implications**

3.1 Budget within this financial year for provision of bus shelters is £5000.00. In addition there is one Adshell type bus shelter in stores awaiting use which is valued at approximately £5000.00

4.0 **Appendices**

Appendix 1 –Draft Bus Shelter Policy

Appendix 2 – Bus Shelter Options

Appendix 3 – Report of SlieveCroob DEA Briefing Meeting

Newry, Mourne and Down District Council *Bus Shelter Policy*
Bus Shelter Policy 2014 Version 1.2

1. Title

Bus Shelter Policy

2. Statement

Newry, Mourne and Down District Council ("the Council") is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the Department to erect and maintain on any road within the District, shelters for the protection from the weather of persons waiting to enter public service vehicles.

Council will erect a bus shelter following local representations where there is shown to be a "**need**", providing the location does not present a safety or nuisance problem and adequate funding is available.

Bus shelters are provided, particularly for those who have to use public services who may have to stand out in inclement weather.

Relocation of bus shelter should only take place as a result of either road realignment or the bus companies relocating their bus stops. ~~All other cases of relocation will not be considered unless there is no longer an identified need for the shelter.~~

It is recognised that from time to time individual requests may arise for relocation of bus shelters and these will be considered by Council on a case by case basis.

3. Aim

The aim of this policy is to ensure the Council is consistent in the application of processes to consider the provision of Bus Shelters.

4. Scope.

This Policy applies to the erection or removal of bus shelters by Newry, Mourne and Down District Council.

The Policy applies to all those who are involved in the erection and removal of bus shelters by Newry, Mourne and Down District Council (including but not limited to employees, agency staff, elected members, other public representatives, contractors, agents, consultants, servants of the Council.) All parties referred to above are responsible for complying with the Council's Bus Shelter Policy and Procedures. Non-compliance with the Council's policy and procedures may result in the Council breaching its' legal obligations.

5. Related Policies/Legislation

The Local Government Miscellaneous Provisions (NI) Order 1985

6. Definitions

"Need" will be defined as the usage being a minimum of 20 passengers over the period of a day in urban areas and 10 passengers over the period of a day in rural areas. ~~This information MUST be confirmed by Translink.~~

This information must be confirmed by Translink or other recognized service provider such as the relevant Education Board (e.g. SELB).

7. Policy Owner

TBC

8. Contact details in regard of this policy are:

TBC

9. Policy Authorisation

MT Authorised on _____

Development Committee Authorised on _____

Council Authorised on _____

10. Policy Effective Date _____

11. Policy Review Date

The policy will be revised together with any wider strategic review of assets but not more 4 years from adoption.

12. Procedures

Procedures for must be adhered to in the delivery of this Policy.

13. Equality Impact Assessment

While the Council will equality screen the Bus Shelter Policy, at this stage of development it is not envisaged it will be required to be subject to an equality

impact assessment.

Bus Shelter Installation and Removal Procedures January 2015 Page 1



**Newry, Mourne and Down District Council
Procedures for Erection/Removal of Bus Shelters
MUST be read in conjunction with Policy for Bus Shelters**



1.0 Background

Bus shelters are provided particularly for those who have to use public services and may have to stand out in inclement weather.

Council will provide a bus shelter where there is shown to be a need, providing the location does not present a safety or nuisance problem and adequate funding is available.

Relocation of bus shelter should only take place as a result of either road realignment or the bus companies relocating their bus stops. ~~All other cases of relocation will not be considered unless there is no longer an identified need for the shelter.~~

It is recognised that from time to time individual requests may arise for relocation of bus shelters and these will be considered by Council on a case by case basis.

2.0 Procedures for approval/rejection of application to install a bus shelter

Council will not actively seek to install Bus Shelters.

Consideration will be given to the provision of Bus Shelters on the basis of local representations.

All requests for Bus Shelters will be recorded and dated on receipt and provision will be on a first come basis (subject to budget availability).

~~Need will be established through liaison with Translink and written confirmation of usage numbers. Usage must be a minimum of 20 passengers over the period of a day in urban locations and 10 passengers over the period of a day in rural locations.~~

Need will be established through liaison with Translink or other recognized service provider, such as the relevant Education Board (e.g. SELB), and written confirmation of usage numbers. Usage must be a minimum of 20 passengers over the period of a day in urban locations and 10 passengers over the period of a day in rural locations.

DRD Roads Service and PSNI traffic branch will be consulted on traffic matters associated with the proposed location. There **MUST** be no objections from DRD Roads Service or PSNI traffic branch.

Owners of property within a 50metre radius to the bus stop will be consulted on the installation of the shelter, including the type of shelter. (This will be determined via mapping on the Council Geographic Information System.)

~~For a bus shelter to be installed two thirds of home owners/tenants in the vicinity (50 metres radius) **MUST indicate in writing** that they have no objections to the shelter. Once refused a request may not be reconsidered for a further 12 month period from the Original decision.~~

A bus shelter will not be erected if one third of home owners/tenants in the vicinity (50 meters radius) confirm in writing that they object to the shelter being located as proposed . Once refused a request may not be reconsidered for a further 12 month period from the Original decision.

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3.0 Installation and purchase of bus shelters

The Council will endeavour to provide good quality, comfortable bus shelters, purchased in accordance with Public Sector procurement guidance.

Where appropriate, they will endeavour to have bus shelters erected free of charge, other than services by Adshel.

Council will consider, in Conservation Areas, the erection of shelters in keeping with the area but the cost of such shelters excluding erection and servicing costs shall not exceed £5,000.

4.0 Demolition or relocation

~~Where a bus shelter has ceased to be used as indicated by returns from Translink this will give rise to the possibility of removing the shelter. This will be referred to the relevant Committee for a decision.~~

Where a bus shelter has ceased to be used as indicated by returns from Translink or other service provider such as the relevant Education Board (e.g.SELB), this will give rise to the possibility of removing the shelter.

Where a shelter is removed the Council will leave the site in a tidy and safe manner.

“The Council reserves the right to remove any bus shelter and in reaching such a decision will take into account all relevant information and may consult with such bodies/groups/individuals, as it considers necessary”.

Report- Bus Shelter Options

Proposed Bus Shelter options & costs

10/08/2015

Option 1- 'Shelter Store'- Halton Anti-Vandal Bus Shelter



£ 1,660.00 EX VAT + approx £500.00 delivery

Bus Shelter Specification

- 2500mm L x 1300mm W x 2300mm H
- Other sizes available on request
- 300mm Narrow Side Panels
- 50mm x 50mm Steel Profile Frame
- Galvanised & Powder Coated
- Roof: 3mm polycarbonate curved
- Glazing: 3mm Steel Mesh Upper Half & 3mm Steel Lower Half
- Seating: Integrated Steel Perch Seating as standard
- Underground fix

Option 2- 'Arba Shelters and Canopies'- Domo Bus Shelter



Tubular steel framework – galvanised & painted.
 Clear Polycarbonate Glazing(UV protected-10 year guarantee) on three walls.
 Domed tinted polycarbonate roof with integral rainwater gutter.

| Dims: | Price: | Bench Seat(perforated steel): |
|--------------|---------------|--------------------------------------|
| 3m x 1.5m | € 4,850.00 | € 250.00 |
| 4m x 1.5m | € 5,470.00 | € 350.00 |
| 5m x 1.5m | € 6,200.00 | € 450.00 |

Option 3- 'Arba Shelters and Canopies'- Elegance Bus Shelter



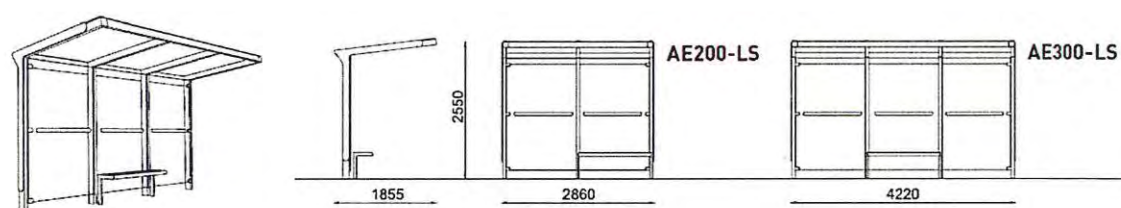
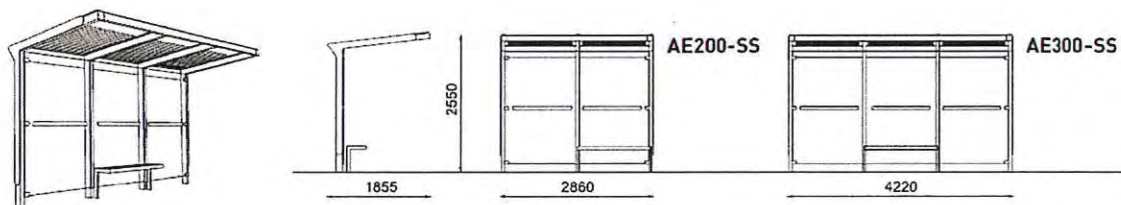
Mild Steel Framework – round uprights. Flat roof.
 Finish: Hot dip zinc galvanised Painted(choice of colour).
 Clear Polycarbonate Glazing(UV protected-10 year guarantee).

- 3.0m x 1.5m: € 5,450.00
- 4.0m x 1.5m: € 6,350.00
- 5.0m x 1.5m: € 7,800.00

Extra for Glazed End Wall: € 680.00

Extra for 3.0m Perforated steel Bench Seat: € 495.00

Option 4- 'Aureo Bus Shelter' from Environmental Street Furniture



| <u>Qty</u> | <u>Description</u> | <u>Price (each)</u> |
|-----------------|--|---------------------|
| 1-10No. | AE200-SS - 2.9 x 1.8 m, glass roof , seat, glass rear wall, no side walls | £2,588.00 |
| 1-10No. | AE200-LS - 2.9 x 1.8 m, polycarbonate roof , seat, glass rear wall, no side walls | £2,437.00 |
| 1-10No. | AE300-SS - 4.2 x 1.8 m, glass roof , seat, glass rear wall, no side walls | £3,440.00 |
| 1-10No. | AE300-LS - 4.2 x 1.8 m, polycarbonate roof , seat, glass rear wall, no side walls | £3,220.00 |
| Carriage | | £995.00 |

Option 5- Insignia Bus Shelter from Clear Channel



| Shelter Type | Size | Cost (Supply & Installation) |
|----------------|-------------|------------------------------|
| 2 Bay Insignia | 3.2m X 1.4m | £5,000 |
| 3 Bay Insignia | 4.6m X 1.4m | £6,500 |

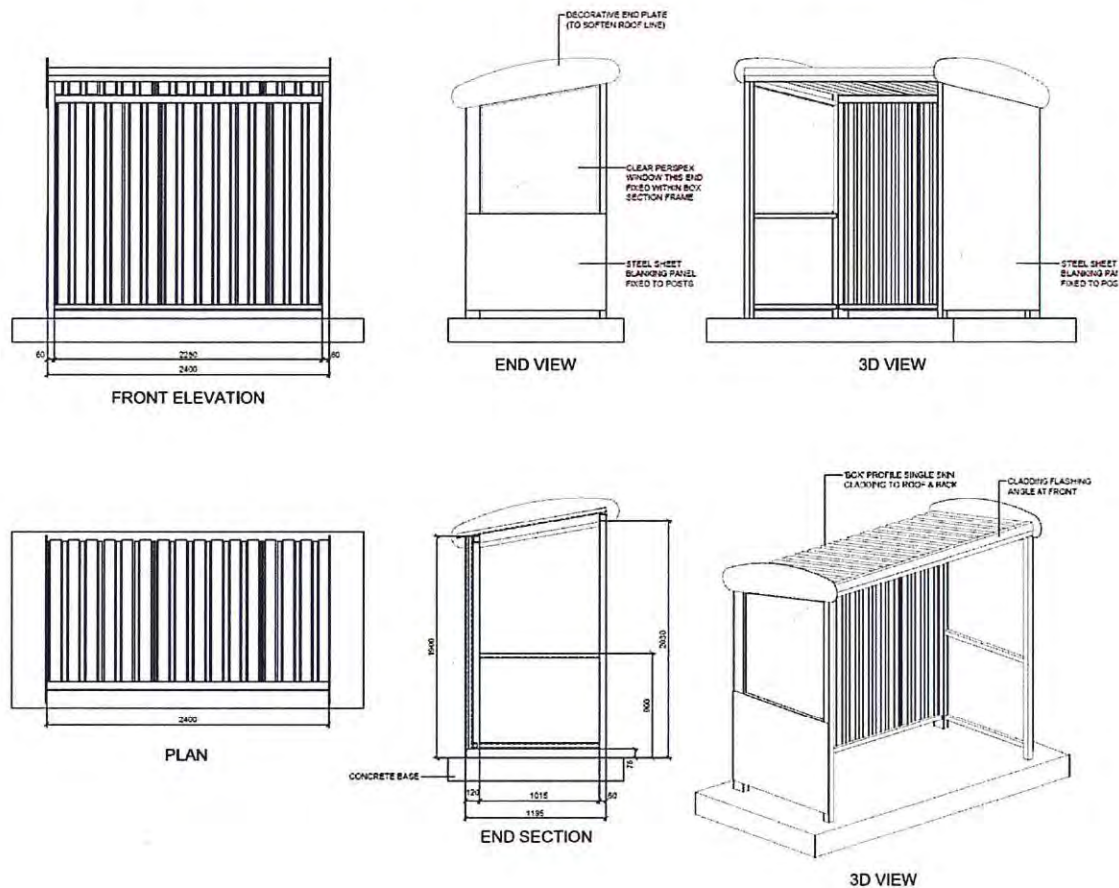
Notes:

- Includes 1 set of standard seating per shelter
- Includes timetable & flag
- Includes full or half ends
- Includes full shelter conversion to perspex
- All costs exc VAT

Optional:

- Maintenace includes all damages exc major structural damage
- Maintenance response of 48 hours on all reported damges
- Maintenance includes standard clean once every 4 weeks
- CCNI responsible for lighting connection exc NIE connection fees

Option 6- Bus Shelter by M&M Steel Fabrications



- Supply of one galvanised bus shelter complete with all cladding and support frames, Perspex section etc £2475.00+vat
- Install new concrete base to the following sizes 3000mm x 1500mm x 150mm deep £460.00+vat (Please note this price is based on three bases being installed at any one time) This includes digging and preparing for new surface. Setting out timbers, concreting and removing shuddering.
- Install new galvanised bus shelter on site. Lift bus shelter into position with hiab and bolt into position. Total cost per unit 480.00+vat Please note this price is based on installing three bus shelters at any one time

Option 7- Existing Council Bus Shelter



Approximate cost of manufacture:

£1800.00 - £2000.00

Report of Slieve Croob DEA Briefing Meeting to discuss Bus Shelter Requests held on Thursday 30th July 2015.

In the Chair: Councillor G Criag

In Attendance: Councillor Pol O’Gribin
Councillor Patrick Clarke
Councillor Mark Murnin

Council Officials in Attendance: Mr K Scullion, Assistant Director: Facilities Management and Maintenance
Mr Stephen Ruddy, Estates Officer

Also in Attendance: Mr C Hazard MLA
Mr S Milligan, Transport NI

Apologies: None

The meeting took place at four separate locations as listed below:

1. Turleys Crossroads, Moneyslane, Banbridge
2. Mill Hill Castlewellan
3. Clanvaraghan Road, Castlewellan
4. Drumaroad, Castlewellan

Turleys Crossroads, Moneyslane, Banbridge

This bus shelter is requested to accommodate local children travelling to school.

Following detailed discussion no suitable site was identified for a bus shelter at Turleys Crossroads. Officials were requested to examine the potential to site a bus shelter at Prospect Road, Moneyslane.

Mill Hill, Castelwellan

This bus shelter is requested to accommodate local residents using the bus stop to travel in the Downpatrick direction and also local school children who are collected for this location to be transported to school.

Transport NI has no objection to the provision of a bus shelter at this location. The preferred type of bus shelter is one which has no side panels as panels may impede pedestrians using the footpath.

Clanvaraghan Road, Castlewellan

This bus shelter is requested to accommodate local children travelling to school.

At the site a potential location was identified which was deemed to be suitable by Transport NI. Further investigation required to identify ownership of land and seek their agreement to location of bus shelter.

Drumaroad, Castlewellan

This bus shelter is requested to accommodate local residents using the bus stop to travel in the Ballynahinch direction and also local school children who are collected from this location to be transported to school.

Two possible locations were identified. Transport NI had no objection to either location. The first location was at Drumhill Court which has a Bus Stop and close by there is a concrete base upon which it is understood a previous bus shelter was located. The second location is beside to the local primary school. Councillors present at the meeting agreed to consult with interested parties and advise Officials which location is to be investigated further as the preferred location.

RECOMMENDATIONS

1. Council Officials and Transport NI investigate the potential to site a bus shelter at Prospect Road, Moneyslane and report back to committee.
2. Cantilever type bus shelter to be provided at Mill Hill, Caslewellan, across from Annesborough Park, for passengers going in the Downpatrick direction, subject to provision of budget and compliance with requirements of Council Bus Shelter Policy.
3. Council Officials and Transport NI investigate the potential to site a bus shelter at Clanvaraghan Road, Castlewellan and report back to committee.
4. Slieve Croob Councillor to confirm preferred location for bus shelter at Drumaroad for Council Officials to investigate further.

FOR CONSIDERATION AT THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING OF THE COUNCIL TO BE HELD ON WEDNESDAY 19th AUGUST.

Signed

Mr K Scullion

Assistant Director: Facilities Management and Maintenance

| | |
|---------------------------|---|
| Agenda Item: | Facilities Management and Maintenance |
| Report to: | Regulatory & Technical Services Committee |
| Subject: | Request to relocate Council bus shelter at Roxborough Road Dorsey |
| Date: | 19 th August 2015 |
| Reporting Officer: | Canice O'Rourke |
| Contact Officer: | Kevin Scullion |

Decisions Required

Members are asked to note the contents of the report, and consider and agree to:

Relocation of existing bus shelter at Roxborough Road, Dorsey as per report subject to agreement of SELB/Translink and local residents for new bus shelter location. Landowner to undertake works at their own costs and works to be carried out in accordance with Council requirements.

1.0 **Purpose & Background**

- 1.1 To seek agreement to allow a Council bus shelter to be relocated from its current position on Roxborough Road, Dorsey, to a new location 75 meters further along the road. A new house is being built beside the existing site and the owner is seeking that the shelter be relocated. Agreement has been reached with a local landowner to relocate the bus shelter to a site they own 75 meters further along the road.

The landowner has offered to undertake all required work to relocate the bus shelter themselves at no cost to Council.

2.0 **Key Issues**

- 2.1 As noted above.

3.0 **Resource Implications**

- 3.1 Landowner has offered to bear all costs in relocation of bus shelter so no resource allocation from Council.

4.0 **Appendices**

- **Appendix I – Estates Officers Report**

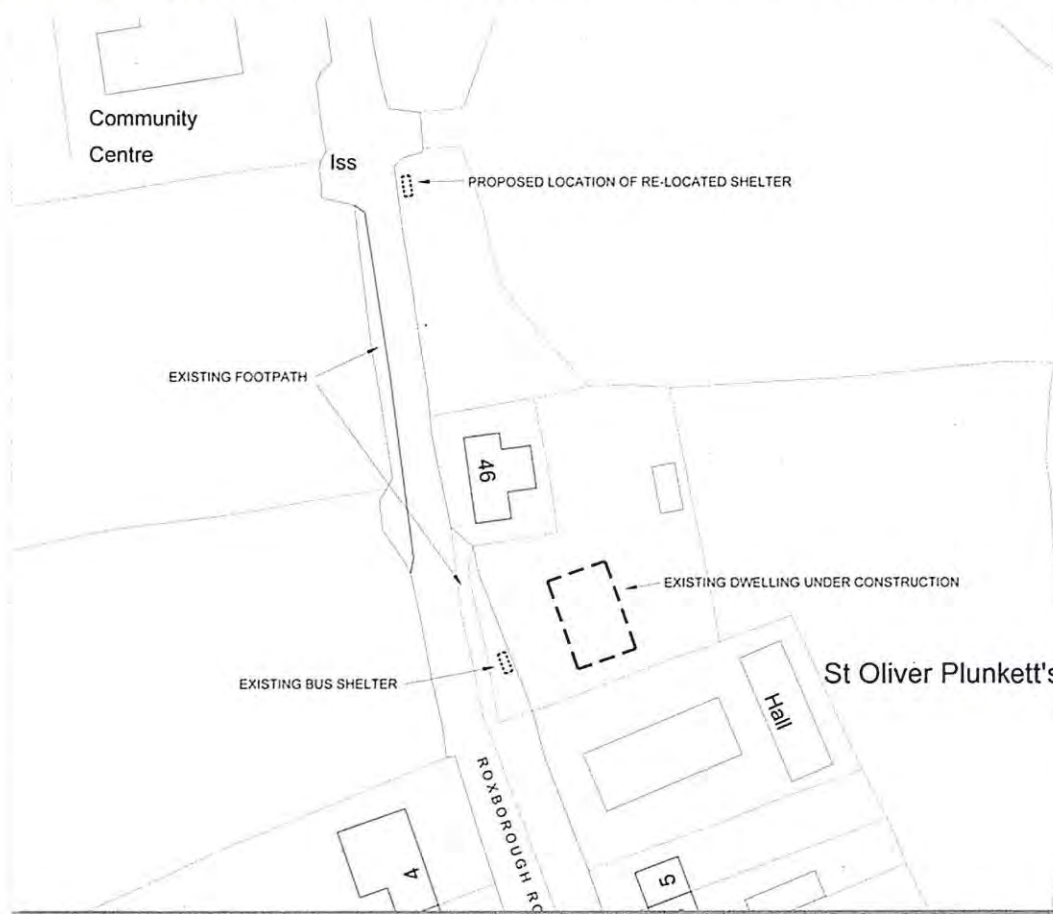
Appendix 1: Report: Request to relocate existing bus shelter at Roxborough Rd, Dorsey

Estates section received a request (July '15) from Cllr G Donnelly on behalf of Mr Stephen Casey to relocate an existing bus shelter at Roxborough Rd Dorsey. Mr Casey's son is currently building a dwelling and the existing shelter is located immediately in front of the dwelling.

During school term mornings this shelter is used by 4/5 children who get the bus to school.

Mr Casey is willing to provide a portion of his ground approx. 75m further up Roxborough Rd to house the existing bus shelter. A footpath exists up to the proposed location, however this will require crossing the public road to get to bus shelter. Developmental Control (Transport NI) have indicated they have no objections to this proposal.

Other approvals are being sought from SELB/Translink and local residents for new bus shelter location.



Site Plan



Existing bus shelter fronting dwelling



Proposed bus shelter location

| | |
|---------------------------|--|
| Agenda Item: | Facilities Management and Maintenance |
| Report to: | Regulatory & Technical Services Committee |
| Subject: | Repair/Replacement work to external windows and doors at Former Retort House, Kilmorey Street, Newry |
| Date: | 19 th August 2015 |
| Reporting Officer: | Canice O'Roruke |
| Contact Officer: | Kevin Scullion |

Decisions Required

Members are asked to note the contents of the report, and consider and agree to:

Retrospective approval to award tender for Repair/Replacement work to external windows and doors at Former Retort House, Kilmorey Street, Newry.

1.0 **Purpose & Background**

1.1

Within the past year the Council has renegotiated its lease of the Former Retort House from Clanrye Abbey Developments to extend the lease period from 99 years to 500 years. For the past number of years the Council has been leasing the building to Bunscoil an Iuir which uses the building for an Irish speaking primary school. The Council is currently renegotiating its lease with Bunscoil an Iuir who wish to continue operating a school from the premises.

A condition survey of the building undertaken last year recommended a programme of maintenance and upgrade works to the building to be carried out over a five year period. It was considered that priority be given to upgrade of external windows and doors.

In June 2015 this Committee granted approval for tender to be issued for Repair/Replacement work to external windows and doors at the building. Within this year's Capital Budget £18,000.00 had been allocated for this work.

A tender was issued and three submissions were received. These submissions were assessed in accordance with the agreed adjudication criteria and a recommendation was made to appoint the lowest cost tender which was for £24,579.90 which is £6579.90 above the budget agreed for this work.

Normally under such circumstances where the tender price exceeds the budget a report would be made to Council seeking approval to proceed with the tender. However, there

was an urgency to begin this work as it is desirable that the works be complete before the school recommences in September.

Council approval for this proposed overspend of £6759.90 is requested.

2.0 **Key Issues**

- 2.1 Failure to act at this time could result in condition of external windows and doors worsening leading to full failure. Urgency in proceeding prior to Council approval due to desire to complete works prior to school term commencing in September thereby minimising disturbance to school.

3.0 **Resource Implications**

- 3.1 A capital budget of £18,000.00 had been agreed for this work but this will now be overspent by £6759.90.

4.0 **Appendices**

- **Appendix I – None**

| | |
|---------------------------|--|
| Agenda Item: | Dechomet Graveyard, Ballyward Capital Scheme for Pathway Access |
| Report to: | Regulatory & Technical Committee |
| Subject: | Approval for estimated overspend of approximately £25,000 Capital Project not included in financial rates 2015/16 |
| Date: | 15th June 2015 |
| Reporting Officer: | Mr Canice O'Rourke |
| Contact Officer: | Mr Conor Haughey |

Decisions Required

Members are asked to note the contents of the report, and consider and agree to:

- Carry out non budgeted works (estimated at £25k) in order to meet Council's Disability Duties under Section 49 of the Disability Discrimination Act 1995 and provide a pathway for public access to the Council owned graveyard, transferred from Banbridge Council to Newry, Mourne and Down District Council.

1.0 Purpose & Background

- 1.1** Dechomet Graveyard has transferred from Banbridge District Council to Newry, Mourne and Down District Council; however this Graveyard is land locked within a private agricultural field and access from the main road passes through this private lands.

The Graveyard itself has a list of 6 families whom potentially can still be buried within the site. Local residents have at present family members buried within the graveyard and these plots are clearly identifiable. At present one gentleman in particular whose father is buried within the site is registered disabled and he cannot gain access from the higher level road to the field and the Graveyard via his wheelchair.

2.0 Key Issues

- 2.1** Approve an approximate spend of up to £25,000 which is not within the rates budget of this financial year in order to have Lead Officers from Estates to design an appropriate pathway from the road to the graveyard, that meets DDE Legislation and design.

3.0 Resource Implications

- 3.1**
- Approximately £25,000 spend on the Scheme (no budget within 2015/16 financial year for this Council).
 - Officers from Estates to take the lead on the design and management of the Project.
 - Council's Legal Department to draw up a Right of Way Agreement with the current landowner.

- Newry, Mourne and Down District Council to apply for their own scheduled monument consent under the Historic Monuments and Archaeological Objects NIE Order 1995 to deliver the project and carry out remedial repairs to a listed historical monument (Chimney Stack within the privately owned field).
- Newry, Mourne and Down District Council to tender for an Archaeological Dig of the site as part of the NIEA Regulations, costing to be included in the overall budget (Estimated cost is £850.00, however if remains are discovered it can cost an additional £3,000.00).

4.0 Summary

- 4.1 Dechomet Graveyard, Ballyward is a Council owned Graveyard that has transferred from Banbridge Council. The graveyard is located within a privately owned agricultural field, access to the graveyard is from the Main Moneyslane Road (approximately 60 meters away), dropping down into the field and passing a listed monument (Large Chimney Stack). Council have been approached by local residents and in particular one resident who is wheelchair bound asking the Council to provide a safe passage and access to the graveyard as the residents have family members buried within the confines of the graveyard.

Council have a statutory duty to have due regard to promote quality of opportunity to persons with a disability and persons without under Sections 49 and 75 of the Disability Discrimination Act 1995.

Council will be required to sign up to a legal agreement with the agricultural landowner in order to carry out any works in order to gain access to the graveyard. Any proposals on the design of the pathway, including fencing will require approval from the landowner. This landowner may seek sale of ground to gain access or recompense for the loss of this area of ground, approximately 60 meters by 3 meters. Cost for the purchase of land is not included in this estimate and may have to be evaluated.

Council will have to apply for a scheduled monument consent application to NIEA for works on both the pathway and chimney stack safety repairs. Any excavation works will require an archaeological test dig costing initially £850.00 but, could be in the region of £3000.00 if human remains are discovered.

Council will need to draft detailed plans for the agreed style of path and fencing between the land owner and NIEA. However, the preferred option would be a hard surface pathway with concrete posts, chainlink fence and double gates, estimated costs for these works will be in the region of £25,000.00.

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

File note of Crotlieve DEA Briefing Meeting held on Wednesday 22 July 2015 at 9.00am at Rossmara Park, Warrenpoint to discuss Japanese knotweed and giant hogweed.

In attendance:

(Councillors)

Cllr G Fitzpatrick
Cllr M Ruane
Cllr M Carr
Cllr D McAteer
Cllr J Tinnelly

(Officials)

Mr John Farrell
Mr Eddie Newell
Mrs Joanne Donnan (minutes)

The purpose of the meeting was to discuss the following:

- Japanese knotweed and giant hogweed that is affecting an area of land that is located beside a row of houses in Rossmara Park, Warrenpoint
- a dangerous wall to the rear of the houses which needs replaced and in order to do this, the hogweed needs to be eradicated.

To date the following actions have been taken:

- Building Control served a notice on Housing Executive which resulted in them restricting access to the dangerous wall at the rear of the houses. The Housing Executive have now informed the Council that this wall and the land in question does not belong to them.
- Council have agreed to spray hogweed twice a year for next 4-5 years to eradicate hogweed.

Mr Farrell advised that there is no registered owner for the land that the hogweed is on and although this is not council land, the council have been previously involved with this issue.

Mr Newell advised that in order for the wall to be built, the hogweed would need to be removed.


Mr Farrell advised that approximately £30k-£40k had been accrued from legacy Newry and Mourne Council budget which could potentially be used to build a new wall.

Discussion took place around this proposal and it was unanimously agreed to adopt this proposal.

Arising from the meeting the following actions were agreed:

1. Council to appoint external contractors to carry out works to rebuild the wall in line with Building Control and engineer reports.
2. To seek clarification from Council's solicitor with regards to expenditure of accrued money from legacy Newry and Mourne Council for maintenance of wall.
3. Convene a meeting with Housing Executive at highest level to ascertain maintenance of this area after Japanese knotweed and giant hogweed has been eradicated and works to wall complete.

Signed: _____



Date: _____

29/7/15.

Forward copy to central files by emailing a copy to room post (newry and mourne address book)



JOINT COMMITTEE
2 July 2015

MEMBERS' MONTHLY BULLETIN

The purpose of this Bulletin is to provide Members with an executive summary of the various agenda items which will be considered by the Joint Committee at its forthcoming meeting. The titles highlighted in blue relate to the various agenda items.

Item 2 - Minutes of Joint Committee meeting 002 held on 2 June 2015

For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 2 June 2015.

'IN COMMITTEE' ITEMS - COMMERCIALY CONFIDENTIAL

Item 4.1 - Minutes of Joint Committee meeting 002 held 'in committee' on 2 June 2015

For approval

The Joint Committee's approval is sought for the minutes of the meeting held 'in committee' on 2 June 2015.

Item 4.2 - Residual Waste Treatment Project

For noting

The Procurement Process

Work is ongoing in respect of the re-validation of Pre-Qualification Questionnaire (PQQ) credentials and consortium structure.

Review and evaluation of updated financial models are on pause until there is an indication of the direction of the determination of the Planning Application.

Financial Transactions Capital Funding

A paper is being prepared for submission to DETI as part of a pre-notification and clearance process to verify that no state aid would be present.

(cont'd overleaf)



JOINT COMMITTEE
2 July 2015

Planning Application Progress

Planning Services Officials deliberations are anticipated to be completed by the end of July and a report and recommendation submitted to the Minister's private office for his decision around the same time.

Pollution Prevention Control (PPC) Permit

It is expected that a draft permit will be sent to the applicant (EEW Energy from Waste Limited) before the end of July.

The Joint Committee is asked to note the report.

Item 4.3 - WEEE and Batteries Service Contracts

Recommendations for approval

The Joint Committee is presented with recommendations following a recent tender process for the provision of services in connection with the collection and processing of WEEE and Batteries.

It is recommended that the tenders be awarded as follows:

| <u>Contract</u> | <u>Contractor</u> |
|-------------------|-----------------------------|
| 1. WEEE (5 lots) | European Recycling Platform |
| 2. Batteries | European Recycling Platform |

The Joint Committee is asked to consider and approve the recommendations.

RETURN TO MAIN AGENDA

Item 5 - Contracts and Performance Update

For noting

No major operational difficulties were experienced with any of the contracts with all non compliance issues suitably addressed and no need for further action.

The level of contamination at the MRF increased for the first time in three months.

(cont'd overleaf)



JOINT COMMITTEE
2 July 2015

Overall, the monthly amount of material delivered for recycling and composting is significantly down, when compared with previous May figures. The weather during May was a significant factor in relation to the reduced amount of garden type waste collected.

The position with respect to meeting this year's NILAS target remains encouraging.

The Joint Committee is asked to note the report.

Item 6 - NILAS 14/15

Recommendation for approval

The position concerning the 2014/15 NILAS targets currently indicates that 1 Council has exceeded their annual allowance. Accordingly the agreed arc21 protocol will require to be initiated and the report outlines the outworkings in respect of the transfers of allowances.

It should be noted the actual amounts are still indicative and may change.

The Joint Committee is asked to endorse the application and initiation of the protocol to the Constituent Councils.

Item 7 - 2014/15 Waste Statistics

For noting

The Joint Committee is asked to note the statistical information relative to key waste statistics covering the year 2014/5.

Item 8.1 - Consultation on Proposed Changes to the Quarterly 'NI Local Authority Collected Municipal Waste Management Statistics' Publication

Recommendation for approval

The purpose of the consultation is to seek views on proposals to change the format of the regular quarterly report on council waste statistics produced by the DOE.

A copy of the proposed arc21 response is attached for the Joint Committees' consideration and approval.



JOINT COMMITTEE
2 July 2015

Item 8.2 - Pension Scheme Consultations**Recommendations for approval**

As a consultee, arc21 has been consulted by the Department and NILGOSC in respect of the Local Government Pension Scheme.

The consultations relate to:

The Draft Local Government Pension Scheme (Amendment No. 3) Regulations (Northern Ireland) 2015 - published by the Department, with a deadline of 24 July.

The Draft Equality Action Plan 2015-18 - published by NILGOSC with a deadline of 31 July.

The Revision, Mission, Values, Strategic Aims and Objectives - published by NILGOSC, with a deadline of 31 August.

Copies of the proposed responses are provided for Members' consideration and approval.

Item 9 - Education Vehicle**For noting**

Information to provide a synopsis on the utilisation of the education vehicle during the period April 2014 to March 2015.

Types and locations of visits were as follow:

Schools - 68%; Shopping Centres - 4%; Community Shows and Events - 9%; HRC - 2%; Evening Groups - 7%; Summer Schemes - 8%; and Door Knocking - 2%.

Survey results show that 95% of visitors to the vehicle rated their visit as very useful with a high proportion of education respondents rating the programme as excellent.

The Joint Committee is asked to note the report.



JOINT COMMITTEE
2 July 2015

Item 10 - Audit Committee Approved Minutes**For noting**

In accordance with the governance arrangements for the Joint Committee, copies of the minutes approved by the Audit Committee are presented.

The last meeting of the Audit Committee was held on 19 June 2015 and at that meeting the minutes of the meeting held on 29 January 2015 were formally approved.

The Joint Committee is asked to note the report and the copy of the approved minutes.

Item 11 - Waste Acronyms**For noting**

The report contains a list of waste acronyms with full titles which are likely to be the ones most commonly referred to during Joint Committee meetings.

The Joint Committee is asked to note the report.

The next scheduled meeting of the Joint Committee will be hosted by Belfast City Council at Malone House, Belfast, on Thursday 3 September 2015 at 10.30am.

ITEM 2
ARC21 JOINT COMMITTEE
Meeting No 002
Hosted by Antrim & Newtownabbey Borough Council
MINUTES
Tuesday 2 June 2015

Members Present:

| | |
|----------------------|---|
| Councillor J Bingham | Antrim and Newtownabbey Borough Council |
| Alderman M Cosgrove | Antrim and Newtownabbey Borough Council |
| Councillor N Kells | Antrim and Newtownabbey Borough Council |
| Alderman A Carson | Ards and North Down Borough Council |
| Councillor R Brown | Belfast City Council |
| Councillor J Bunting | Belfast City Council |
| Councillor G Carroll | Belfast City Council |
| Councillor O Gawith | Lisburn & Castlereagh 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 D O'Loan | Mid and East Antrim Borough Council |
| Councillor R Wilson | Mid and East Antrim Borough Council |
| Councillor D Curran | Newry, Mourne and Down District Council |
| Councillor G Craig | Newry, Mourne and Down District Council |

Members' Apologies:

| | |
|--------------------|---|
| Alderman R Gibson | Ards and North Down Borough Council |
| Alderman A Graham | Ards and North Down Borough Council |
| Councillor S Burns | Newry, Mourne and Down District Council |

Officers Present:

| | |
|------------|---|
| J Quinn | arc21 |
| G Craig | arc21 |
| H Campbell | arc21 |
| R Burnett | arc21 |
| B McKeown | arc21 |
| G Girvan | Antrim and Newtownabbey Borough Council |
| D Lindsay | Ards and North Down Borough Council |
| T Walker | Belfast City Council |
| S Toland | Belfast City Council |
| H Moore | Lisburn & Castlereagh City Council |
| J Parkes | Newry, Mourne and Down District Council |

Officers' Apologies:

| | |
|-------------|---|
| J Green | arc21 |
| K Boal | arc21 |
| J Dixon | Antrim and Newtownabbey Borough Council |
| S Reid | Ards and North Down Borough Council |
| S Wylie | Belfast City Council |
| T Donaldson | Lisburn & Castlereagh City Council |

A Donaghy
P Thompson
L Hannaway
C O'Rourke

Mid and East Antrim Borough Council
Mid and East Antrim Borough Council
Newry, Mourne and Down District Council
Newry, Mourne and Down District Council

Apologies

Apologies were noted.

Action: Noted

Draft Conflicts of Interest Statement

Mr Craig provided the Joint Committee with a proposed Conflicts of Interest Statement to be read out by the Chair at the beginning of each Joint Committee meeting.

The proposed statement is as follows:

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.

Following discussion the Joint Committee agreed to endorse this statement. **Action: Agreed**

The Chair then proceeded to read out the Statement.

No Conflicts of Interest were noted.

Minutes

The minutes of meeting 001 held on 30 April 2015 were agreed.

Action: Agreed

Matters Arising from the Minutes

There were no matters arising.

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 two matters discussed as follows:

1. In Committee Minutes of Joint Committee Meeting No. 001 held on 30 April 2015.
Action: Agreed

2. Residual Waste Treatment Project report. **Action: Noted**

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

Contracts and Performance Update

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

Mr Burnett advised that no major operational difficulties were experienced with any of the contracts with non compliance issues suitably addressed and no need for further action.

He reported that the level of contamination at the MRF had decreased again since January. However it is important to remain vigilant particularly to prevent items which pose a high risk to the facility and their personnel e.g. petrol and gas canisters being delivered.

In relation to the Supplies Contracts, Mr Burnett proposed that the contracts be extended for a further 6 months, and following discussion the Joint Committee agreed to endorse this recommendation. **Action: Agreed**

Mr Burnett reported that the resultant position with respect to meeting this year's NILAS target is encouraging although it is too early to draw any meaningful conclusions. **Action: Noted**

Members suggested that it would be useful to obtain a list of waste acronyms for their reference and it was agreed to bring this to the next meeting. **Action: Mr Burnett**

Recycling Trends

Mr Burnett presented a report to advise the Joint Committee on the latest position in respect of recycling trends.

He reported that the Department has indicated that, following an analysis of the third quarter returns, it is likely that the Programme for Government target for 2014/15 (45%) will not be met. Accordingly officers are starting a review process of policies with the aim of identifying and exploring appropriate measures aimed at improving the capture rate of material destined for recycling.

Following discussion the Joint Committee noted the report. **Action: Noted**

Waste Management Plan

Mr Burnett presented a report to advise the Joint Committee on the requirement to amend the Waste Management Plan.

He reported that the Department of the Environment had advised in a letter that, due to Local Government Reform, the Waste Management Plan requires to be amended to reflect the change in the geographic boundary of arc21.

As suggested in the letter, he also advised that the nature of the intended amendments should not require a full comprehensive review and that the amended copy will be submitted to the Department as requested.

Mr Burnett reported that it was not practicable to submit a suitably amended Waste Management Plan within the timescale indicated in the letter from the Department. However, work had commenced to ensure a submission is made as soon as practicably possible.

Mr Burnett was asked if a copy of the Waste Management Plan could be made available. Mr Burnett advised that it is available on the arc21 website.

Following discussion the Joint Committee noted the report. **Action: Noted**

Elected Member Handbook

Mr Craig provided the Joint Committee with an outline of a handbook which would be provided, online, by way of ongoing practical support to Members.

He reported that this was being produced to provide backup information that Members may require in support of their role within the Joint Committee.

A copy of the contents page was presented for information.

Following discussion the Joint Committee agreed to approve the provision of the Handbook.

Mr Craig is to make the necessary arrangements for the documents to be made available.

Action: Mr Craig

Financial Report 2014-15

Mr Craig presented the Joint Committee with the Financial Report for the year to March 2015 and talked to the key financial and governance issues. He took the opportunity to record his personal thanks to Mr Brian McKeown, Principal Financial Accountant at arc21, who was in attendance, for his help and support with the preparation of the accounts in a timely manner.

He reported that the Joint Committee is required to produce annually a statement of its financial position for the year and present a report to the Department of the Environment to enable the Local Government Auditor to undertake the Statutory Audit of the accounts.

The Joint Committee was asked to consider the Statement of Accounts for the year to March 2015 and allow the Chair to sign them in advance of their submission to the Department by the statutory deadline of 30 June 2015.

Following discussion the Joint Committee agreed to endorse the Accounts to enable them to be presented to the Department by the deadline of 30 June 2015.

Action: Mr Craig

Key Performance Indicators 2014-15

Mr Craig presented a report to provide the Joint Committee with the Key Performance Indicators for the organisation for the year to March 2015 under four main headings:

Customer;
Finance;
Process Contracts; and
People.

Following discussion the Joint Committee noted the report.

Action: Noted

AOB

Food Waste Regulations - Mr Burnett reported on the recent meeting that had taken place between the Department and the Environment Committee. He advised that he was continuing to liaise with the NIEA and was encouraged by the pragmatic approach they appeared to be adopting.

Waste Programme Board - Mr. Craig advised that the next meeting of the WPB was scheduled to be held on Wednesday 24 June and the Chair and Deputy Chair would be invited to attend.

Next Meeting

The Chair advised that the next meeting of the Joint Committee would be held on Thursday 2 July 2015 hosted by Ards and North Down Borough Council.

Action: Noted

Chairman

ITEM 10**Audit Committee Approved Minutes****Purpose of Report**

To present the Joint Committee with a copy of the minutes approved by the Audit Committee.

Executive Summary

In accordance with the governance arrangements for the Joint Committee, copies of the minutes approved by the Audit Committee are presented.

The last meeting of the Audit Committee was held on 19 June 2015 and at that meeting the minutes of the meeting held on 29 January 2015 were formally approved.

The Joint Committee is asked to note the report and the copy of the approved minutes.

Report

At the last meeting of the Audit Committee held on 19 June 2015, the minutes of the meeting held on 29 January 2015, were formally approved.

A copy of the minutes is attached at Appendix I.

The main issues arising from the minutes relate to the formal completion of the Annual Accounts of the Joint Committee for the year to 31 March 2014, the audit strategy for 2015 and the internal audit service progress report.

Action to be Taken

The Joint Committee is asked to note this report and the copy of the approved minutes of the Audit Committee meeting held on 29 January 2015.

Officer to Contact

George Craig
Corporate Services Director
Tel: 028 9072 6333 Ext: 6672
Email: george.craig@arc21.org.uk

APPENDIX I

arc21 AUDIT COMMITTEE
29 January 2015
MINUTES OF MEETING NUMBER 27

In attendance:

| | |
|-------------------------------|---|
| Audit Committee | Councillor Alan Graham – Chairman Councillor Angus Carson Councillor Garth Craig Alderman Mervyn Rea |
| arc21 | John Quinn George Craig Brian McKeown |
| Internal Audit | Nicola Coles |
| Northern Ireland Audit Office | Stephen Knox |

Item 1 - Meeting of Audit Committee, Internal Auditor, External Auditor

There were no issues arising at this pre-meeting which were required to be directly raised in the main Audit Committee meeting.

Item 2 - Apologies

| | |
|------------------|-------------------------|
| Audit Committee: | John Balmer, Hugh Kelly |
| Internal Audit: | Andy Harrison |

Item 3 - Minutes of Meeting 26

The minutes of the meeting held on the 24 October 2014 were approved.

Item 4 - Matters Arising

There were no matters arising from the minutes of the meeting held on 24 October 2014.

Item 6 - NIAO Audit 2013/14 – Report to those Charged With Governance

At the last Audit Committee Mr Knox presented the draft Report to those Charged With Governance (RttCWG). Following the finalisation of the audit process, he was now able to present the final report and it was without any changes from the draft report.

Mr Knox talked through the main elements of the RttCWG. There were 4 recommendations to management, all Priority 2 or 3. There were no Priority 1 recommendations, i.e. there were no significant issues which may have the potential to result in material weakness in internal control.

Mr Knox confirmed that the “*Local Government Auditor certified the 2013-14 financial statements with an unqualified audit opinion, without modification.*”

Action: Noted

Item 7 - NIAO Audit 2013/14 – Annual Audit Letter

The Annual Audit Letter (AAL) has now been issued following the completion of the 2013/14 audit. Mr Knox presented the AAL and confirmed that there were no issues of concern to be raised and that the accounts were published with an unqualified audit opinion.

Action: Noted

Item 8 - NIAO Audit 2014/15 – Draft Audit Strategy

Mr Knox presented the draft audit strategy for the NIAO audit of the Statement of Accounts 2014/15. The NIAO audit is a risk-based approach. Mr Knox stated the NIAO “*have not identified any significant risks of material misstatements*” but will continue to review and monitor all risks during the audit process.

The audit fieldwork is due to commence 17 August 2015 and targeted to be fully completed and signed-off by 22 October 2015.

Action: Noted

Item 9 - NIAO Change of Financial Audit Director

It was noted that Colette Kane was now the new lead NIAO director for local government audits, replacing Rodney Allen.

Action: Noted

Item 10 - Internal Audit Progress Report

Ms Cole provided the regular update of the Internal Audit activities. Ms Cole stated that there were 2 audits completed since the last Audit Committee, with both reports receiving an Amber level of assurance. The Audit Committee discussed the 4 recommendations from the MRF Mass Balance audit plus the 12 recommendations from the Contracts audit. All the recommendations had been accepted by management and were either already implemented or due to be implemented at an appropriate date in the future.

Ms Cole presented and discussed the Risk Register.

Action: Noted

Item 11 - Internal Audit – Strategy & Plan 2015-16

Ms Cole presented the draft Internal Audit Strategy for 2015-16.

This 2015/16 plan has been developed around a number of factors but primarily is based on the 3-year Corporate Plan 2012-15 and the Corporate Risk Register. Ms Cole presented a timetable of work for the year and which was proposed at 75 days (same level as prior year). The Audit Committee agreed the draft Internal Audit Strategy for 2015-16 and also agreed that the final plan is to be tabled at the next Audit Committee meeting, which will be first meeting of a new Audit Committee following Local Government Reform changes in April 2015.

Action: Agreed

Item 12 - Consultation Response – Local Government (Accounts and Audit) Regulations

Mr Craig presented a report in respect of the recent Local Government (Accounts and Audit) Regulations and also presented the proposed response to the consultation documentation for information purposes.

Action: Noted

Item 13 - Governance Excellence Accreditation

Mr Craig informed the Audit Committee of the outcome of the application for governance excellence accreditation and confirmed that arc21 achieved the standard required for the accreditation and was notified of this on 25/11/14 by the awarding body.

Action: Noted

Item 14 - Supplier Payments Summary April to December 2014

Mr McKeown presented the Supplier Payments Summary report for the 9-month period April 2014 to December 2014.

Action: Noted

Item 15 - Local Government Reform – Impact on Audit Committee

The Audit Committee discussed the impact of Local Government Reform (LGR) on arc21, primarily related to the situation that the decision to re-constitute arc21 had not yet been made. There were some positive signs in this area but it was still going through the democratic process in the Participant Councils.

Action: Noted

Item 16 - Any Other Business

There was no other business discussed.

Action: Noted

Item 17 - Date of Next Meeting

The next meeting of the Audit Committee is to be arranged following the outcome of Local Government Reform on arc21 and the possible formation of a new Joint Committee / Audit Committee. Mr Craig is to make the necessary arrangements in due course.

Action: Mr Craig



Northern Ireland
Environment
Agency

COPY

Klondyke Building
Cromac Avenue
Gasworks Business Park
Malone Lower
Belfast BT7 2JA

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Mr Thomas McCall OBE
Chief Executive, Newry & Mourne District Council
District Council Offices
Monaghan Row
Newry
Co. Down
BT35 8DJ



Our Ref: ASSI416

25 March 2015

Dear Mr McCall OBE

AUGHNAGON QUARRY AREA OF SPECIAL SCIENTIFIC INTEREST

The Department understands that you have an interest in land which lies within the above named Area of Special Scientific Interest (ASSI). This area is of particular importance in terms of nature conservation and the Department of the Environment has, today, declared it to be an ASSI.

I have enclosed the following documents which will explain the declaration in greater detail.

DOCUMENT A

This document is the formal notification of the ASSI declaration. It sets out the deadline for submitting any objections you may have about the inclusion of your land within the ASSI. You should note that land may only be removed if evidence is made available that the land contains insufficient scientific interest to merit inclusion in the ASSI.

DOCUMENT B

This document details the scientific interest of the ASSI, the Department's views about how the land should be managed and a schedule of operations and activities (known as 'Notifiable Operations') which, if carried out, may damage the scientific interest of the land. (If you wish to undertake any of these Notifiable Operations you should refer to page two of Document A which outlines the consent process). Also attached to Document B is a map showing the boundary of the ASSI.

DOCUMENT C

This is the form you should use to give the Department notice of your proposal to carry out a Notifiable Operation. An ownership map which shows the land within the ASSI in which we believe you have an interest is enclosed with this form.

CD_S090L



An Agency within the Department of the
Environment
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INVESTORS
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COLOUR BROCHURE

A colour brochure which explains the ASSI declaration in less formal terms.

DOCUMENT D

If you are a landowner, this document will be a map showing your land within the ASSI which contains an Acknowledgement of Receipt section. Alternatively, if you are an occupier (ie have peat extraction rights etc) you will find a receipt of Notification Form. If the information contained on Document D is incorrect, please amend it clearly and return it immediately in the freepost envelope provided for your convenience.

FREEDOM OF INFORMATION ACT 2000

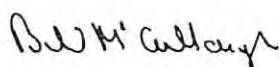
A leaflet outlining the Department's confidentiality policy is enclosed. **Any queries regarding this should be directed to the Freedom of Information Section on (028) 9056 9271.**

You will also wish to be aware that the Department has a duty to carry out regular checks of ASSIs to ensure that the scientific interest remains intact. In practice, this will involve a visit by Department staff or official representative who will walk over your land and record what they see. I can assure you that your land will be treated with full consideration and respect and staff will have due regard to animal health matters. Those making such checks will carry identification at all times.

If you would like any additional information or require assistance in completing the forms, please contact one of the persons listed below. Any correspondence sent to the office should be marked for the attention of one of the persons named below.

| | |
|---------------------|---------------|
| Mr Leonard Adair | 028 9056 9522 |
| Mrs Christine Small | 028 9056 9538 |

Yours sincerely



B W McCULLOUGH
Authorised Officer

Enc



Northern Ireland
Environment
Agency

COPY

Klondyke Building
Cromac Avenue
Gasworks Business Park
Malone Lower
Belfast BT7 2JA

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DOCUMENT A PUBLIC BODIES

Mr Thomas McCall OBE
Chief Executive, Newry & Mourne District Council
District Council Offices
Monaghan Row
Newry
Co. Down
BT35 8DJ

ASSI416

25 March 2015

Dear Mr McCall OBE

**AUGHNAGON QUARRY AREA OF SPECIAL SCIENTIFIC INTEREST
NOTIFICATION UNDER ARTICLE 28 OF THE ENVIRONMENT (NORTHERN
IRELAND) ORDER 2002**

The objectives of nature conservation in Northern Ireland are the safeguarding and enhancement of the characteristic plants, animals and physical features which go to make up our own particular heritage.

The important task of conservation can best be achieved by appropriate management and willing co-operation between owners and occupiers and the Department of the Environment (The Department). Other Departments (notably the Department of Agriculture and Rural Development) may of course be concerned from time to time with matters which affect the environment.

A vital part of the overall conservation process is the declaration of Areas of Special Scientific Interest (ASSIs). Such a declaration means that the importance of a particular area has been identified. Declaration as an ASSI does not give the public any additional right of access to the area, but it obliges the landowner to consult the Department regarding proposals to undertake certain operations or activities. These are called Notifiable Operations and they are set out in the Schedule to Document B.

Having given careful consideration to the quality and importance of the area, the Department hereby notifies you that it has made a declaration that the land shown and described on the map attached to Document B is now an Area of Special Scientific Interest.

Doc A Public Bodies



An Agency within the Department of the
Environment
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IN PEOPLE**

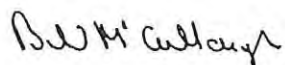
The terms of the Declaration including the Schedule contained in it and views about management are set out in Document B, which has a map attached to it showing the area. If you feel that the area should not be declared as an Area of Special Scientific Interest or if you have any objections to the declaration, you now have an opportunity to make your views known to the Department. Any representations or objections concerning the Declaration, including the Schedule and views about management, should be made in writing to the Department at the above address by 27 July 2015.

All representations and objections received by that date will be considered before the Department decides either to confirm the Declaration, with or without modifications, or to rescind it. The Department must confirm or rescind the Declaration on or before 26 October 2015.

A Public Body which is the owner or occupier of any of the land included in the Declaration, should note that Articles 39 and 40 of the above Order stipulate that while the Declaration remains in force the body must give notice of any proposed operations to the Department before they are carried out.

On confirmation, the Declaration will be registered in the Statutory Charges Register as a charge on the land.

Yours sincerely



B W McCULLOUGH
Authorised Officer



Environment Committee Office
Room 247
Parliament Buildings
Ballymiscaw
Belfast
BT4 3XX
Tel: 90 521783
Fax: 90 521795
E-mail: ciara.mckay@niassembly.gov.uk
ENV 14/15

Mr Liam Hannaway
Chief Executive
Newry, Mourne and Down District Council
District Council Offices
Monaghan Row
Newry
BT35 8DJ

26th June 2015

Dear Mr Hannaway,

At its meeting on 25th June 2015, the Committee for the Environment received a briefing from Departmental officials regarding the Minister's response to the Committee's recommendations to its Inquiry into Wind Energy.

The Committee agreed that a copy of the Inquiry Report's Executive Summary and Recommendations be forwarded to all councils, following the recent transfer of planning powers.

A copy of the full report can be found on the Committee's webpage, at the following link:

<http://www.niassembly.gov.uk/assembly-business/committees/environment/reports/report-on-the-committees-inquiry-into-wind-energy/>

Yours sincerely

Ciara McKay

Committee Clerk

Committee for the Environment

Executive Summary

1. This report sets out the key conclusions and recommendations of the Committee for the Environment on its inquiry into wind energy, and the evidence considered by the Committee which led to those conclusions.
2. The terms of reference for the inquiry were:
 - a. To assess the adequacy of PPS18 and related supplementary guidance in regulating proposals for wind turbines on a consistent and strategic basis, with due regard for emerging technologies and independent environmental impact assessment;
 - b. To compare the perceived impact of wind turbine noise and separation distances with other jurisdictions and other forms of renewable energy development; and
 - c. To review the extent of engagement by wind energy providers with local communities and to ascertain how this engagement may best be promoted.
3. The Committee is fully mindful and supportive of the requirement to promote renewable energy, and to meet the Executive's Programme for Government target for 2011- 2015 which includes a commitment to achieve 20% of electricity consumption from renewable sources by 2015. This inquiry, however, arose in response to the concerns of local residents who have questioned the way in which this target is being achieved through what they believe to be an over-reliance on wind energy.
4. The Committee put out a formal call for evidence on its agreed terms of reference and received a large volume of submissions from a wide range of stakeholders; the issues raised in submissions were followed up with oral evidence sessions on specific aspects of the inquiry. In addition, the Committee appointed a specialist acoustician to provide clarification on technical issues and carried out a fact-finding visit to a wind farm site.
5. The Committee has considered this evidence and has agreed its conclusions and recommendations which are set out in detail in the following section of this report. The Committee has made a number of recommendations to the Department of the Environment, primarily relating to the need for a more strategic approach in the Department's consideration of planning applications for wind developments, and, in particular, the development of closer liaison between planners at local council level and Strategic Planning Division.
6. The Committee also calls for the 'economic considerations' criterion for assessing applications to be clearly defined in relation to renewable energy in the Strategic Planning Policy Statement (SPPS), and for the

- effectiveness of PPS 18 to be reviewed by the Department to guide future policy and guidance to planners.
7. The Committee found that there were areas where planning procedures could be refined and improved, so that more detailed applications for turbines are submitted; and that planning conditions attached to successful applications should put the onus on developers to demonstrate compliance with noise limits, rather than the burden of investigation of complaints being the responsibility of local councils.
 8. The Committee has concluded that the Department also needs to put procedures in place to clearly define when the concentration of wind farms sited in an area reaches saturation point, and to specify how planners should address such a situation. The Department should also review the guidelines for neighbour notification in the case of planning applications for wind turbines, with a view to extending the distance from the current 90m radius.
 9. While the Committee has not made any specific recommendation for planners to take into account any potential adverse impact of wind turbines on the physical or psychological health of those living nearby, the Committee concluded that any significant evidence of such an impact should be given serious consideration in assessing an application for the siting of a wind turbine.
 10. The issue of wind turbine noise was the most contentious aspect of the inquiry. The wind industry is of the view that the current guidelines (ETSU-97) are adequate for regulating noise limits, but other stakeholders overwhelmingly cited this as their most pressing area of concern. After considering the evidence from its specialist advisor, the Committee agreed that the use of the ETSU-97 guidelines should be reviewed on an urgent basis by the Department and that more appropriate guidance should be put in place.
 11. The Committee has also recommended that the Department should establish procedures for monitoring wind turbine noise on an on-going basis and should work to establish independent research evidence on the long-term impact of this noise.
 12. The issue of the separation distance of wind turbines from dwellings was carefully considered by the Committee. Although it appears that this distance relates more to visual amenity than to restriction of the noise impact, the Committee has recommended that the Department should specify a minimum separation distance, rather than simply advising that 500m will generally apply, as is currently the situation.

13. During the course of its inquiry the Committee has received assurances from developers and the Department that wind turbines are generally a safe form of technology, but the recent collapse of a turbine in Tyrone has led to a recommendation that any lessons learned from the investigation which is currently on-going should be implemented as soon as possible.
14. The Committee has also made a number of very specific recommendations, which are detailed in paragraphs 37 – 39, in relation to the wind industry's need to engage with local communities. The Committee recognises that the industry has already made efforts to progress its engagement with local residents, but it has been evident to this Committee throughout the inquiry that people living near to operational or proposed wind developments do not believe that they have been adequately informed or their views heard.
15. Consequently, the Committee has made recommendations which it hopes will promote a more inclusive approach, and thereby result in a more meaningful and real form of engagement, to address the concerns of the communities whose approach to the Committee gave rise to this inquiry.

Key conclusions and recommendations

16. The Committee came to the following conclusions and recommendations after due consideration of the evidence before it.

Strategic Approach

17. The first term of reference relates primarily to the adequacy, or otherwise, of Planning Policy Statement 18 (PPS 18). The current policy is set out in PPS 18, with a slightly different approach proposed in the draft Single Strategic Planning Policy (i) to remove the significant weighting of wider environmental, economic and social benefits considerations, and (ii) to urge a cautious approach to the siting of turbines in Areas of Outstanding Natural Beauty (AONBs) or other designated landscapes.
18. The Committee considered whether a strategic approach that advocated zoning, or the identification of most appropriate locations for wind turbines, would be effective. However, it was agreed that it was now too late for introducing zoning in Northern Ireland as some areas, notably West Tyrone, had already reached saturation point in terms of the number of wind developments either operational or planned for the region.
19. **The Committee identified a clear need for closer liaison between Strategic Planning Division and local councils to ensure a joined-up approach and more cohesive planning for both wind farms and individual turbines.** This should be a natural outcome from the development over the next two years of Local Development Plans for each of the council areas; it should also involve all the relevant central government departments – DETI, DARD and DRD, as well as DOE - and should reflect the aims of the Regional Development Strategy and the Strategic Energy Framework.
20. **The Committee expressed some concern that the term 'economic considerations', which is used in PPS 18 and has been retained in the draft SPPS, has not been clearly defined and it would urge the Department to do so.** The Committee acknowledges that some economic impacts may be intangible, but believes that planning applications submitted by developers need to be very specific about what the measurable economic outcomes of the project will be, so that it is clear whether or not these have been delivered.
21. **The Committee also agreed that there should be an audit carried out by the Department of the effectiveness of PPS 18 in determining both**

the environmental and economic outputs of wind energy. The Committee believes that this exercise would be useful not only in establishing the effectiveness of PPS 18 but also in determining future policy and practice.

Planning processes

22. The Committee found that many submissions to the inquiry focused on perceived inadequacies of current planning procedures. Members expressed concerns that there may not be adequate consideration of the cumulative impact of turbines, but they recognised that balancing individual applications against cumulative effect is a wider issue across planning. **The Committee recommends that procedures should be put in place so that a saturation point is clearly defined, rather than being a judgement call of individual planning officials.**
23. The Committee considered the present situation in Northern Ireland where local councils have to devote finite resources to the investigation of noise complaints made against wind turbines. This contrasts with other areas of the UK where the developer is required to undertake investigation of any complaints and to demonstrate compliance with noise limits. **The Committee therefore recommends that the standard conditions which were developed by the Institute of Acoustics, and which have been endorsed in Scotland, England and Wales, should be routinely attached to planning consents in Northern Ireland.**
24. The Committee has considered the desirability of a planning application for connection to the grid being assessed at the same time as the wind turbine application, instead of subsequently, as is currently the case. This would provide the Department with a more accurate record of viable applications as a significant number of single developments do not proceed when the cost and practical difficulty of connection to the grid is investigated by the applicant. **The Committee therefore recommends that planning applications for connection to the grid should be assessed at the same time as the turbine application.**
25. The information provided on generic planning application forms often lacks specific detail, so that members of the public are not clear what exactly is being proposed. **The Committee recommends that a separate application form, designed specifically for wind turbines, should be used by planning service; since there may be evidence that older machines are noisier, the make, model and age of the proposed turbine should also be recorded on the planning application form.**

26. Until the introduction of the Planning Act 2011, the notification of neighbours of relevant planning applications has been at the discretion of planners. The requirement to notify neighbours is now mandatory, but only applies to those who occupy buildings on neighbouring land within 90 m of the boundary of the application site. The Committee believes that this level of notification is inadequate for the latest wind turbines, which may exceed 110m in height and have a much greater impact in open countryside than in an urban environment. **The Committee recommends that the Department should review the distance for neighbour notification in the case of wind turbine planning applications with a view to extending it beyond the current 90m radius.**
27. The Committee understands that, although planning applications for wind turbines are generally accompanied by Environmental Impact Assessments, these focus mainly on the ecological features of the site, and although they should include an assessment of the impact on the population in terms of noise, public safety, employment/economic benefit, residential amenity, appropriate separation distances and shadow flicker, there is no specific reference to the physical or psychological health of those living nearby. While the Committee accepts that it would be very difficult to quantify this, any evidence indicative of serious possible detriment to either of these two aspects should be carefully considered by planners.

Wind turbine noise and separation distance

28. The second term of reference of the inquiry focuses on wind turbine noise and separation distances from dwellings. This has been the most emotive aspect of the inquiry as many submissions detail the adverse impact perceived noise from wind turbines is having on the respondents' day to day lives. From the evidence put before the Committee, it seems apparent that current guidelines in respect of permissible levels of noise are no longer adequate and that the research evidence available has increased significantly since 1997. **The Committee therefore recommends that the Department should review the use of the ETSU-97 guidelines on an urgent basis, with a view to adopting more modern and robust guidance for measurement of wind turbine noise, with particular reference to current guidelines from the World Health Organisation.**
29. The Committee was also concerned that there does not appear to be continuous long-term monitoring of noise from wind farms, either by developers or by the relevant public sector organisations. If such information were available it would introduce an objective measure of the

noise output of turbines, as opposed to the projected noise impact produced by a desk-top exercise as part of the application process. This would provide both developers and planners with factual evidence and a useful assessment measure for future applications. **The Committee recommends that the Department should bear responsibility for ensuring that arrangements be put in place for on-going long-term monitoring of wind turbine noise.**

30. Following on from this, the Committee has heard evidence from local residents who are concerned about potentially harmful low-frequency noise emitting from wind turbines. The Committee is not in a position to determine the scientific basis for such information, but members believe that it warrants further investigation. **The Committee therefore recommends that the Department, working with local universities, should commission independent research to measure and determine the impact of low-frequency noise on those residents living in close proximity to individual turbines and wind farms in Northern Ireland.**
31. The Committee is aware that PPS 18 advises that a separation (or setback) distance of 500m, or 10 times rotor diameter, will generally apply to the siting of wind developments, but there is no indication given in the policy whether this is in relation to noise or to visual amenity. The Committee's specialist advisor has indicated that, due to local topography, linear distance is less important than the robust actual measurement of noise, but it is obviously very relevant to the aspect of visual amenity. There are no generally agreed separation distances in other jurisdictions and the lack of prescription has given rise to a great deal of criticism from respondents.
32. The Committee has considered whether the current degree of flexibility should continue to be available to planners in assessing applications, but agreed instead that a minimum setback distance should now be determined by the Department. **The Committee recommends that the Department, taking into account constraints on the availability and suitability of land for the generation of wind energy, should specify a minimum separation distance between wind turbines and dwellings.**
33. The Committee has not taken evidence specifically on the development of other forms of renewable energy, but it believes that it may be beneficial in the longer term to develop a greater mix of renewables to meet carbon emission targets, rather than to place such heavy reliance solely on energy generated from wind turbines.
34. During the course of the inquiry the Committee has been assured by the wind industry that turbines are a safe form of technology, with instances of physical damage caused by turbines occurring only rarely. Committee

members saw at first hand the level of computer-controlled monitoring relating to a wind farm which allows for remote monitoring of the operation of the machinery. However, a recent incident in West Tyrone when a wind turbine collapsed, scattering debris across the surrounding area, has given the Committee cause for concern. **The Committee therefore recommends that the investigation of the incident should be concluded as swiftly as possible, both by the owners of the wind development and the Health and Safety Executive for Northern Ireland, and that any lessons learned should be implemented as soon as possible.**

Community engagement

35. The final term of reference for the inquiry relates to the extent of engagement by wind energy providers with local communities and the promotion of such engagement. The Committee found that, although the wind industry is aware of the vital importance of engagement and is moving towards a more robust standardised approach (as exemplified by the recent publication of the NIRIG Community Best Practice Guidance 2014), many residents still feel marginalised in the whole process of siting wind developments near their homes.
36. The Committee believes that the views of the community must be given consideration by both planners and developers. Community concerns regarding visual amenity, noise and health, and the impact on house prices, are often not given due regard; and community groups trying to investigate or object to applications find the process resource-intensive and not transparent. This should not be seen as a mere box-ticking exercise - the views of residents need to be listened to, considered and, if possible, changes made to take account of these views. It is not just about preparing reports: there is a need to act on the findings.
37. The Committee believes that there should be timely and early engagement with communities. **It recommends that the use of a community engagement toolkit should be made mandatory, as a useful measure of independence, and the list of statutory consultees should be widened to reflect all users of the countryside.**
38. **The Committee also recommends that, as part of the pre-application consultation process, independent community engagement reports should be prepared; and that written acknowledgement from residents that they had been adequately informed about the proposed**

development should be prepared and retained as a record of consultation.

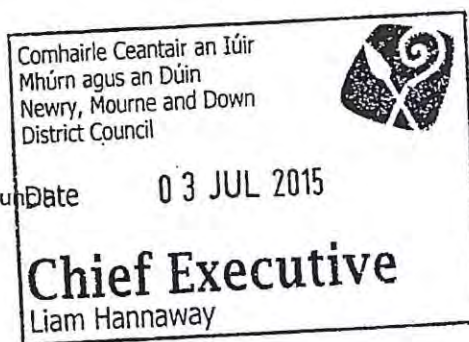
39. In order to promote dissemination of information more appropriately, **the Committee recommends that information events should be properly organised discussion sessions, not just exhibitions, with opportunities for residents to have their questions answered.** The Committee found that the role of community liaison officers who are appointed by developers could be vital in assuring this exchange of information and views.
40. The Committee also considered how the issue of financial incentives – known as community benefits – may be used to promote community engagement. There was broad support from all stakeholders for these schemes, and, while the Committee acknowledges that payments are currently made by the wind industry on a voluntary basis, **the Committee recommends that the level of community benefits payable should be set at government level and that these should be made a condition of planning permission.**
41. **The Committee also recommends that a Community Benefits register, similar to the one in Scotland, should be set up as a public record of all types of benefit arising from wind developments.** The Committee believes that this would enhance transparency and accountability, as well as providing a means of monitoring and assessing the effectiveness of the schemes.
42. The Committee found that it was reasonable and appropriate that community benefits should be allocated proportionately to those most closely impacted by the siting of wind developments, particularly where these take the form of reduced electricity tariffs for those living close by. The Committee understands that this has already been happening in some areas and calls for the standardisation of this approach on a wider basis.
43. The possible devaluation of homes, where wind developments have been sited in close proximity to existing dwellings, has been a contentious issue. While the Committee has been presented with emerging and contradictory research evidence on this, it believes that a scattered rural population – both those who have lived in the area for generations and those who have chosen to live in quiet scenic locations – has some cause for grievance. **The Committee therefore recommends that the developer gives consideration to providing compensation where there is clear and compelling evidence of a significant drop in house value directly relating to the siting of a wind development.**

44. The Committee also considered the relevance of wind farm co-operatives in promoting community engagement, particularly where such co-operatives are supported by government either in a financial or advisory role. **The Committee agreed that this may be a useful approach and recommends that it should be explored as a further means of strengthening community ownership of renewable energy.**



Mr Liam Hannaway
Chief Executive
Newry & Mourne Borough Council
Monaghan Row
NEWRY
County Down, BT35 8DJ

2 July 2015



The Woodland Trust

101

1 Dufferin Court
Dufferin Avenue
Bangor
County Down
BT20 3BX

Telephone
028 9127 5787
Facsimile
028 9127 5942
Website
woodlandtrust.org.uk

Dear Mr Hannaway

Re: **Very Important Trees**

Over the last 5 years the Woodland Trust has been cataloguing with the help of volunteers veteran and ancient trees that grace our urban and rural landscapes across the province.

To date we have identified 5,000 such trees, of which we believe a percentage might be regarded as very important due to their cultural or historical significance.

Trees such as the Wesley beeches at Ballyskeagh – two trees intertwined by John Wesley on a visit to Ireland in the 1770s to signify his hope for unity between the Methodist and Anglican churches – and the Dark Hedges at Stranocum, are but two examples.

Accordingly we are keen that a statutory register for such trees is compiled and have asked the Minister for the Environment to champion such an initiative.

His reaction to the concept has been favourable. We recently presented our proposal to the Environment Committee and I believe that you will have been contacted by the Clerk of that committee.

The Trust has agreed to assist in the compilation of a register using information that we already have.

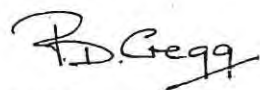
The intention would be that a register for each local authority would rest in the Council offices. As the natural equivalents of our listed buildings, these trees have the potential to attract visitors to an area. The Dark Hedges is a good example – attracting visitors from around the world each year.

I would stress that being keepers of the register should not impose great burdens on the Council. We are not seeking to have a Tree Preservation Order placed on these trees. They have survived for centuries, mainly due to the fact that a significant number of them are in public ownership.

However, the creation of a register can be used as a planning tool when planning staff are considering applications for development permission. They currently consult the Ancient Woodland Inventory, which was compiled by the Trust. This enables them to consider the impact of any proposed development on significant woodland in the province. The statutory list of significant trees would be but another tool to assist sensible decision making.

I do hope that your Council can lend support to the proposal. I am available to meet with your relevant Committee if you feel it might help.

Yours sincerely

A handwritten signature in black ink that reads "P.D. Gregg". The signature is written in a cursive style with a large initial "P" and a long horizontal stroke at the end.

Patrick Gregg
Director, Woodland Trust Northern Ireland

CONTACT FROM PUBLIC REPRESENTATIVES – 21 April – 30 June 2015

| DATE | CALLER | REF | ISSUE | REFERRED TO | MODE | DATE CLEARED |
|---------|------------------------|-----------------|---|----------------------|------------------|---------------------|
| 21/4/15 | Cllr David Taylor | P/2015/0040/LDE | Update requested | Andrew Davidson | Call transferred | 22/4/15 |
| " " | Cllr Laura Devlin | P/2014/0792/F | Update requested | Information provided | | 21/4/15 |
| " " | " " | P/2014/0540 | " " | " | | 21/4/15 |
| " " | " " | P/2014/0477/F | " " | " | | 21/4/15 |
| " " | " " | R/2014/0476 | " " | " | | 21/4/15 |
| 22/4/15 | William Irwin MLA | P/2014/0412/F | Where is the Approval Notice for Chicken Houses? | Andrew Davidson | E Mail | 22/4/15 |
| " " | Cllr Roisin Mulgrew | ----- | Enforcement Orders on properties in South Armagh | Davy Watson | E Mail | 23/4/15 |
| " " | Cllr Liz Kimmins | ----- | ----- | Andrew Davidson | Call transferred | 22/4/15 |
| " " | Cllr Laura Devlin | P/2014/0787/F | ----- | Andrew Davidson | Call transferred | 22/4/14 |
| 23/4/15 | William Irwin MLA | P/2014/0412/F | ----- | Andrew Davidson | Call transferred | 23/4/15 |
| " " | Cllr Sean Doran | ----- | To arrange a Pre-App meeting | Jacqui McParland | Call transferred | 23/4/15 |
| " " | Cllr Sean Doran | ----- | Where is Duty Planner based in Newry? | Information provided | | 23/4/15 |
| " " | William Irvine MLA | P/2014/0876 | ----- | Shauneen Fegan | Call transferred | 23/4/15 |
| " " | Cllr Brian Quinn | P/2014/0545/F | Application potentially for referral to Briefing panel | Anthony McKay | Call transferred | 23/4/14 |
| 24/4/15 | Cllr Declan McAteer | P/2014/0489/O | ----- | Jacqui McParland | Call transferred | 24/4/15 |
| " " | Cllr Laura Devlin | P/2015/0117 | On previous weeks Delegated list? When will decision be issued? | Call Answered | | 24/4/15 |
| " " | Cllr Laura Devlin | P/2014/1010 | ----- | Jacqui McParland | Call transferred | 24/4/15 |
| " " | Cllr Michael Carr | P/2013/0938/F | ----- | Jacqui McParland | E mail | 29/4/15 |
| 27/4/15 | Cllr Patrick Brown | R/2014/0079 | Update on Wind Turbine application | Pat Rooney | E Mail | 5/5/15 by e mail |

CONTACT FROM PUBLIC REPRESENTATIVES – 21 April – 30 June 2015

| DATE | CALLER | REF | ISSUE | REFERRED TO | MODE | DATE CLEARED |
|---------|--------------------------------|----------------------------------|-----------------------------------|------------------|------------------|--------------|
| " " | Cllr David Taylor | P/2013/0351/F | Timescale for application | Andrew Davidson | Direct E mail | 27/4/15 |
| " " | Cllr William Walker | Pentecostal Church, Ballynahinch | Update on application | Pat Rooney | E Mail | 28/4/15 |
| 28/4/15 | Cllr Laura Devlin | P/2014/0787 | Update on application | Andrew Davidson | Call transferred | 28/4/15 |
| 28/4/15 | Cllr Declan McAteer | Various planning applications | ----- | Jacqui McParland | E mail | 28/4/15 |
| " " | Cllr William Walker | Ballynahinch Pentecostal Church | ----- | Pat Rooney | E mail | 28/4/15 |
| " " | Cllr David Taylor | P/2011/0845 | Timescales for application | Andrew Davidson | Direct e mail | 5/5/15 |
| " " | " " | P/2014/1009/F | " " | Jacqui McParland | Direct e mail | 5/5/15 |
| 29/4/15 | Cllr Gary Stokes | ----- | Renewing a planning application | Anthony McKay | E mail | 30/4/15 |
| " " | Cllr Michael Carr | P/2013/0938/F | P/2013/0938/F | Jacqui McParland | Call transferred | 29/4/15 |
| " " | Cllr Jarlath Tinnelly | Various planning applications | ----- | Pat Rooney | E mail | 29/4/15 |
| " " | Cllr Henry Riley | Greencastle Ferry | Is application on Deferred List? | Jacqui McParland | Call transferred | 29/4/15 |
| " " | Cathal Boylan MLA | P/2009/1111/F | ----- | Jacqui McParland | E mail | 29/4/15 |
| 30/4/15 | Annette – John McCallister MLA | P/2014/0471 | ----- | Anthony McKay | E mail | 5/5/15 |
| " " | William Irwin MLA | P/2014/0876 | Update on original call 23/4/15 | Jacqui McParland | By phone | 5/5/15 |
| 1/5/15 | Cllr Laura Devlin | P/2014/1010 | Remind for Jacqui on return leave | Jacqui McParland | E mail | 5/5/15 |
| " " | Annette – John McCallister MLA | P/2014/0471 | Reminder on call yesterday | Anthony McKay | E mail | 5/5/15 |
| " " | Cllr Sinead Ennis | P/2015/0039 & P/2014/1066 | Update on applications | Anthony McKay | E mail | 5/5/15 |
| " " | Cllr Harold McKee | P/2014/0827/F | No Case Officer (Minerals) | Anthony McKay | E mail | 5/5/15 |
| " " | Cllr Declan | R/2014 | Donal McMullan, Burrenbridge Rd, | Pat Rooney | E mail | 5/5/15 |

CONTACT FROM PUBLIC REPRESENTATIVES – 21 April – 30 June 2015

| DATE | CALLER | REF | ISSUE | REFERRED TO | MODE | DATE CLEARED |
|---------|---|-------------------------------|--|------------------|------------------|--------------|
| | McAteer | | Castlewellan | | | |
| 5/5/15 | William Irwin MLA | P/2014/0876/F | ----- | Jacqui McParland | Call transferred | 5/5/15 |
| " | Annette - John McCallisterMLA | P/2014/0471 | Rang 3 times but no response | Anthony McKay | E Mail | 5/5/15 |
| 5/5/15 | Cllr Harold McKee | P/2014/0827/F | ----- | Anthony McKay | E mail | 5/5/15 |
| " | Cllr Paul Gribben | Ballyward App. Q/2004..... | ----- | Anthony McKay | E mail | 6/5/15 |
| 6/5/15 | Cllr Garth Craig | R/2014/0365/F | ----- | Pat Rooney | E Mail | 6/5/15 |
| " | Cllr Paul Gribben | Q/2014/1027 | ----- | Pat Rooney | Call transferred | 6/5/15 |
| " | Cllr Sean Doran | ----- | Can public attend Committee meeting 13/5/15? | Colette McAteer | By telephone | 6/5/15 |
| " | Cllr Laura Devlin | ----- | Liam Murphy, Glasgven Contracts | Jacqui McParland | E mail | 7/5/15 |
| 7/5/15 | William Irwin MLA | ----- | ----- | Andrew Davidson | Call transferred | 7/5/15 |
| 10/5/15 | Cllr McGrath | R/2014/0127/CA | Update on case | Anthony McKay | Direct e mail | 11/5/15 |
| 11/5/15 | Cllr Laura Devlin | P/2014/0787 | Also, requested App. Number for Murlough Car Wash, Dundrum Rd, Newcastle – Rita McCrickard advised | Andrew Davidson | Call transferred | 11/5/15 |
| " | Cllr Colin McGrath | ----- | Returned Anthony's call | Anthony McKay | Call transferred | 11/5/15 |
| " | Cllr Declan McAteer | ----- | Newry CTC | Andrew Davidson | Call transferred | 11/5/15 |
| " | Catherine McMahon for MLA Megan Fearon | P/2012/0583 | ----- | Anthony McKay | E mail | 12/5/16 |
| " | Laura for Sean | R/2014/0477/F; | Update on applications | Pat Rooney | Direct e mail | 12/5/15 |

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| DATE | CALLER | REF | ISSUE | REFERRED TO | MODE | DATE CLEARED |
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| | Rogers MLA | R/2014/0476/F; R/2014/0392/F | | | | |
| 12/5/15 | Cllr Liz Kimmons | P/2015/0331 | ----- | Andrew Davidson | Call transferred | 12/5/15 |
| " | Chris Hazzard MLA | R/2014/0178 | Site meeting requested | Pat Rooney | Direct e mail | 12/5/15 |
| 14/5/15 | Annette - John McCallister MLA | Ballagh Road, Newcastle | ----- | Anthony McKay | E mail | 18/5/15 |
| " | Cllr Harold McKee | P/2014/0827/F P/2013/0412/F | ----- | Jacqui McParland | Call transferred | 14/5/15 |
| 14/5/15 | Cllr Gary Stokes | LA07/2015/0231/F | Request an update | Andrew Davidson Jacqui McParland | E mail | 14/5/15 |
| " | Elizabeth Kelly - Karen McKeivitt MLA | LA07/2015/0050/F | Requests an update | Andrew Davidson Jacqui McParland | E mail | 15/5/15 |
| " | Cllr Harold McKee | P/2014/0827/F P/2013/0412/F | As per call earlier today | Jacqui McParland | Call transferred | 14/5/15 |
| " | Laura for Cllr Sean Rogers | R/2014/0501/F | Update on application | Pat Rooney | Direct e mail | 19/5/15 |
| 15/5/15 | Cllr Laura Devlin | P/2014/0792 P/2014/1010 | ----- | Andrew Davidson | Call transferred | 15/5/15 |
| " | Cllr Declan McAteer | P/2014/1016 | Returning call to Gareth Murtagh | Gareth Mutagh | Call transferred | 15/5/15 |
| 18/5/15 | Annette for John McCallister MLA | Ballagh Road, Newcastle | Reminder on t/c 14/5/15 | Anthony McKay | E mail | 18/5/15 |
| " | Cllr Patrick Clarke | LA07/2015/077/F | ----- | Pat Rooney | E mail | 18/5/15 |
| " | Cllr Geraldine Donnelly | P/2015/0035/F R/2014/0616/F P/2014/0921 P/2014/0598 | Also re Vivienne Devlin – e mail from Clyde Shanks refers. | Andrew Davidson & Pat Rooney | E Mail | |

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| DATE | CALLER | REF | ISSUE | REFERRED TO | MODE | DATE CLEARED |
|---------|--|-------------------------------------|--|---------------------------------|-------------------------------------|--------------|
| " | Clr Sean Doran | P/2013/0536/O LA07/2015/0121/LDE | _____ | Andrew Davidson | E mail | 18/5/15 |
| 19/5/15 | Clr David Taylor | P/2009/0081 | Update requested | Andrew Davidson | Direct e mail | 26/5/15 |
| " | Clr David Taylor | Beverley Park | ----- | Andrew Davidson | Call transferred | 19/5/15 |
| " | Clr Declan McAteer | ----- | Asked to speak to Gareth Murtagh | Gareth Murtagh | Call transferred | 19/5/15 |
| " | Clr Geraldine Donnelly | _____ | Call yesterday re: a number of applications | Pat Rooney & Andrew Davidson | Call transferred to Pat & Andrew | 19/5/15 |
| " | Clr Sean Doran | ----- | Call yesterday re 2 applications | Andrew Davidson | E mail | 20/5/15 |
| " | Clr Geraldine Donnelly | ----- | Call yesterday and today – no call back | Andrew Davidson & Pat Rooney | E mail | 19/5/15 |
| " | Clr Cadogan Enwright | Bishops court | Logged LAGAN call | Pat Rooney | E mail from M | 19/5/15 |
| 20/5/15 | Clr Roisin Mulgrew | ----- | ----- | Pat Rooney | In person | 20/5/15 |
| " | Clr Harold McKeel | Q/2014/0041 | ----- | Pat Rooney | Call transferred | 20/5/15 |
| " | Clr Henry Reilly | P/2014/0591/F | Update requested | Jacqui McParland | Direct e mail | 20/5/15 |
| 21/5/15 | John Montgomery for Simon Hamilton MLA | R/2015/0053/F | Outstanding Consultation response from District Council | Pat Rooney | E mail | 22/5/15 |
| 22/5/15 | Clr Harold McKeel | Briefing panel 21.5.15 | ----- | Anthony McKay | Call transferred | 22/5/15 |
| " | Clr M Ruane | P/2014/0790/F | Requested an update | Jacqueline McParland | Rang Direct to Greenbank | 22/5/15 |
| " | Clr Harold McKeel | P/2015/0002/F | ----- | Jacqui McParland | Call transferred | 22/5/15 |
| " | Clr Geraldine | ----- | Urgent call | Anthony McKay | Call transferred | 22/5/15 |

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| DATE | CALLER | REF | ISSUE | REFERRED TO | MODE | DATE CLEARED |
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| | Donnelly | | | | | |
| 25/5/15 | Clr terry Andrews | R/2014/2225/F | Update requested | Anthony McKay | Direct e mail | 28/5/15 |
| 26/5/15 | Laura for Clr Sean Rogers | R/2014/0477 R/2014/0476 R/2014/0392 | Any further developments? | Pat Rooney | Direct e mail | 27/5/15 |
| " | Clr Colin McGrath | LA/07/2015/0296/F Patrician Youth Centre Application | Update requested | Anthony McKay | Direct e mail | 28/5/15 |
| " | Clr Colin McGrath | R/2014/0551/F | Update requested | Anthony McKay | Direct e mail | 28/5/15 |
| 27/5/15 | Clr David Taylor | Beverley Johnston | ----- | Andrew Davidson | Call transferred | 27/5/15 |
| " | Clr Cadogan Enright | Test e mail to A McKay | Enquired if Test e mail sent 22/5/15 had worked successfully | Anthony McKay | In person | 27/5/15 |
| " | Clr David Taylor | Freddie Hanna | E mail sent to Jacqui McParland | Jacqui McParland | Call transferred | 27/5/15 |
| " | Clr David Taylor | Freddie Hanna | Spoke to Jacqui McParland | Anthony McKay | Call transferred | 27/5/15 |
| " | Clr Mark Murnin | ----- | 2 e mails sent | Anthony McKay | Call transferred | 27/5/15 |
| 29/5/15 | William Irwin MLA | ----- | Urgent call - rang through to Eileen McParland | Jacqui McParland | Telephone call | 4/6/15 |
| " | Kieran Dempsey for Clr Dermot Curran | Site 127, The Demesne, Downpatrick | ----- | Pat Rooney | E mail | 29/5/15 |
| " | Theresa for Margaret Ritchie MP | R/2014/0271/F | Update requested | Pat Rooney – Claire Cooney | Telephone call | 28/5/15 |
| 29/5/15 | Clr Harold McKee | Couple of applications | ----- | Andrew Davidson | Call transferred | 29/5/15 |

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| 1/6/15 | Cllr Sean Doran | Mast 2015/1820 | ----- | Andrew Davidson | Call transferred | 1/6/15 |
| " | Vincent McDonald, Downpatrick Sinn Fein Office | ----- | | Rita McCrickard | Call transferred | 1/6/15 |
| " | Vincent McDonald, Sinn Fein | ----- | Dwelling on Yellow Road, Hilltown beside telephone mast | Andrew Davidson | E mail | 1/6/15 |
| 2/6/15 | Cllr Terry Andrews | R/2014/0687/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| " | Cllr Billy Walker | R/2015/0047/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| " | William Irwin MLA | P/2014/0412 | Chicken Houses, Newtownhamilton | Andrew Davidson | Call transferred | 2/6/15 |
| " | Cllr William Walker | ----- | 10 The Nursery, Killyleagh | Davy Watson | E mail | 5/6/15 |
| " | Cllr Colin McGrath | R/2014/0058 | Enforcement query | Clare Miskelly | Call transferred | 2/6/15 |
| 14/5/15 | Cllr Mark Murnin | R/2015/105/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| " | " | R/2015/0075/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| 5/5/15 | Cllr Mark Murnin | R/2014/0659/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| " | " | R/2014/0536/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| " | " | R/2014/0440/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| 6/5/15 | Cllr Mark Murnin | R/2015/0077/F | ----- | Anthony Mckay | Direct e mail | 3/6/15 |
| " | " | R/2015/0082/F | ----- | | | |
| " | " | R/2014/0440/F | ----- | | | |
| " | " | R/2014/0536/F | ----- | | | |
| 3/6/15 | Cllr Harold McKee | ----- | 5 Planning applications | Anthony Mckay | Direct e mail | 3/6/15 |
| | | | | Andrew Davidson | Call transferred | 3/6/15 |

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| " | Cllr David Taylor | ----- | Requested to speak to Andrew. Message left with G Kerr | ----- | ----- | 4/6/15 |
| 3/6/15 | Cllr Roisin Mulgrew | ----- | Number of planning applications | Anthony McKay | E mail | 4/6/15 |
| " | Cllr Robert Burgess | Q/2014/0041 | ----- | Andrew Davidson | E mail | 4/6/15 |
| " | Cllr Jarlath Tinnelly | LA07/2015/0361/F | Update requested | Andrew Davidson | Direct e mail | 4/6/15 |
| 4/6/15 | Cllr Glynn Hanna | ----- | Rang to Greenbank Reception | Andrew Davidson | Call transferred | 4/6/15 |
| " | Cllr David Taylor | P/2013/0164/O | Case office report not on Public Access (call to Colette McAteer) | Andrew Davidson | Telephone call | 4/6/15 |
| " | Cllr Charlie Casey | ----- | ----- | Andrew Davidson | Direct telephone call | 4/6/15 |
| " | Thomas for Dominic Bradley MLA | ----- | Re: Meeting tomorrow 5/6/15 | Andrew Davidson | Telephone call | 4/6/15 |
| " | Declan McAteer | P/2014/1016/F | When will Decision Notice be issued? | Marian McIlhorne | Telephone | 4/6/15 |
| " | Cllr Pol O Gribin | ----- | Number of calls re: Various Applications over 2 days | Andrew Davidson | Direct telephone call | 4/6/15 |
| " | Cllr Geraldine Donnelly | P/2004/2610 | ----- | Anthony McKay & Andrew Davidson | Direct e mail | 4/6/15 |
| 5/6/15 | Cllr Laura Devlin | LA07/2015/0024F | Variation of condition 2 R/2001/0953F | Mark Keane/Fionnuala Murray | E mail | 5/6/15 |
| " | " | R/2013/0208 R/2013/0107 | Update requested | Claire Cooney & Mark Keane | E mail | 5/6/15 |
| " | Cllr David Taylor | P/2013/0351/F | ----- | Andrew Davidson | E mail | 5/6/15 |
| " | Teresa for Margaret Ritchie | R/2014/0487 | Kane Alternative Heat | Marian McIlhorne | Telephone | 5/6/15 |

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| " | MP | " | " | Anthony McKay | E mail | 5/6/15 |
| " | William Irwin MLA | P/2014/0412/F | ----- | Andrew Davidson | Call transferred | 5/6/15 |
| 8/6/15 | Cllr Valerie Hart | P/1997/0734 | ----- | Jacqui McParland | E mail | 8/6/15 |
| " | Cllr David Taylor | P/2014/1034 | ----- | Jacqui McParland | Call transferred | 8/6/15 |
| 2/6/15 | Cllr G Fitzpatrick | P/2014/0854/O | Update requested | Jacqui McParland | Direct e mail | 8/6/15 |
| 1/6/15 | John McCallister MLA | P/2013/0938 | Supports application and wishes to attend Deferral meeting | Jacqui McParland | Direct e mail | 8/6/15 |
| 2/6/15 | Cllr Laura Devlin | R/2014/0100 | ----- | Pat Rooney | Direct e mail | 19/6/15 |
| 8/6/15 | Cllr David Taylor | P/2014/1034 | ----- | Jacqui McParland | Call transferred | 8/6/15 |
| " | Cllr Sean Rogers | R/2014/0471 | ----- | Pat Rooney | Direct e mail | 19/6/15 |
| 9/6/15 | Annette for John McCallister MLA | R/2014/0611 | Update requested | Pat Rooney | Call transferred | 9/6/15 |
| " | Cllr Declan McAteer | P/2014/0478 | ----- | Jacqui McParland | Call transferred | 9/6/15 |
| 10/6/15 | Vincent McDonald for Chris Hazzard | Yellow Road, Hilltown | ----- | Andrew Davidson | Call transferred | 10/6/15 |
| " | Annette Holden for John McCallister | R/2014/0532 R/2013/0055 | ----- | Pat Rooney | E mail from Mark Keane | 10/6/15 |
| " | Cllr Terry Hearty | P/2014/0295/F | Information on "calling in" an application | Andrew Davidson | E mail to Colette McAteer | 11/6/15 |
| 11/6/15 | Cllr Laura Devlin | P/2014/1010 | Decision Notice | Jacqui McParland | Call transferred | 11/6/15 |
| " | " | " | Hold Decision Notice for collection | Marian McIlhorne | Rita McCrickard in person | 11/6/15 |
| " | " | R/2014/0611 | Update requested | Pat Rooney | E mail | 19/6/15 |
| " | William Irwin | P/2014/0958 | ----- | Jacqui McParland | E mail | 12/6/15 |

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| | MLA | | | | | |
| " | Cllr Jarlath Tinnelly | LA07/2015/0099/RM | Update requested | Jacqui McParland | Direct e mail | 12/6/15 |
| " | Margaret Ritchie MP | R/2014/0471 | ----- | Pat Rooney | Direct e mail A Davidson | 19/6/15 |
| 12/6/15 | Cllr Brian Quinn | Numerous applications | ----- | Jacqui McParland | Direct telephone call | 12/6/15 |
| " | Cllr Laura Devlin | ----- | Status of application | Josie Clarke | Telephone call | 12/6/15 |
| " | Cllr Sean Rogers | Q/2011/0169/F | ----- | Pat Rooney | Direct email | 19/6/16 |
| 14/6/15 | Cllr Gareth Craig | R/2015/0047/F | Decision notice | Anthony McKay | Direct e mail | 15/6/15 |
| 15/6/15 | Cllr Glyn Hanna | P/2013/0752/F | Update requested | Jacqui McParland | Call transferred | 15/6/15 |
| " | Cllr Laura Devlin | P/2014/1010 | Collecting Decision Notice | Rita McCrickard | Telephone call | 16/5/15 |
| " | Cllr Harold McKeel | ----- | Council Road, Kilkeel | Jacqui McParland | Call transferred | 15/6/15 |
| " | Cllr Charlie Casey | P/2015/0219/O | ----- | Andrew Davidson | Call transferred | 15/6/15 |
| " | Cllr Naomi Bailie | LA07/2015/0025CA | ----- | Anthony McKay | Call transferred | 15/6/15 |
| " | William Irwin MLA | ----- | Chicken Houses | Andrew Davidson | Call transferred | 15/6/15 |
| " | " | ----- | " | Andrew Davidson | Call transferred | 15/6/15 |
| 16/6/15 | Sean Rogers MLA x 2 | ----- | Liam Murphy's application | Jacqui McParland | E mail | 16/6/15 |
| " | William Irwin MLA x 3 | ----- | ----- | Jacqui McParland | E mail | 16/6/15 |
| " | Cllr Laura Devlin | P/2014/1010 | Decision Notice to be collected | Marian McIlhorne | Telephone call | 16/6/15 |
| " | Cllr Pol O'Gribin | ----- | Outline planning permission | Jacqui McParland | E mail | 17/6/15 |
| 17/6/15 | Cllr Micky Ruane | ----- | Yellow Road Mast | Jacqui McParland | Direct e mail | 17/6/15 |
| " | Cllr Naomi Bailie | R/2012/0322/F | Camping Pods, Ringhaddy | Pat Rooney | Colette McAteer | 17/6/15 |
| " | Cllr Sean Doran | P/2012/0390/F | Dermot Fitzpatrick | Jacqui McParland | Call transferred | 17/6/15 |
| " | Cllr Harold | P/2011/0393 | ----- | J McParland/A | E mail | 17/6/15 |

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| | McKee | | | Davidson | | |
| " | Cllr Pol O'Gribin | ----- | ----- | Jacqui McParland | Call transferred | 17/6/15 |
| " | " | ----- | General Planning enquiry | Pat Rooney | Call transferred | 17/6/15 |
| " | Conor Murphy MLA | LA07/2015/0422/F | ----- | Jacqui McParland | Call transferred | 17/6/15 |
| " | Cllr David Taylor | ----- | Watson Road, Newry | Jacqui McParland | Call transferred | 17/6/15 |
| " | Thomas for Dominic Bradley MLA | P/2014/0154/F | ----- | Jacqui McParland | Call transferred | 17/6/15 |
| 17/6/15 | Cllr Colin McGrath | R/LA07/2015/0302/S R/LA07/2015/0197/O | Update requested in e mail to Canice O'Rourke | Anthony McKay/Pat Rooney | E mail | 19/6/15 |
| 18/6/15 | Vincent McDonald for Cllr Chris Hazzard x 2 | R/2015/0061/F + 2 and a Minor Amendment | Robert Adams, The Demesne, Downpatrick | Pat Rooney | E mail | 18/6/15 |
| " | Cllr Laura Devlin | R/2014/0471 | Update requested | Pat Rooney | E mail | 19/6/15 |
| " | Cllr Gillian Fitzpatrick | P/2014/0138 | Update | Jacqui McParland | Direct e mail | 18/6/15 |
| " | Teresa for Margaret Ritchie MP | R/2014/0558/O | Add application to today's meeting. | Anthony McKay | In person | 18/6/15 |
| 19/6/15 | William Irwin MLA | ----- | ----- | Gareth Kerr | Call transferred | 19/6/15 |
| " | Cllr Billy Walker | ----- | Unauthorised Chicken Sheds Seaforde | Clare Miskelly | Call transferred | 19/6/15 |
| " | " | ----- | " | Pat Rooney | Call transferred | 19/6/15 |
| " | Cllr Brian Quinn | ----- | Wants to meet on number of applications | Jacqui McParland | E mail | 26/6/15 |
| 22/6/15 | Cllr Glyn Hanna | ----- | E mail addresses for Anthony McKay & Jacqui McParland | Marian McIlhone | Call answered | 22/6/15 |
| " | Cllr | P/2014/0545/f & | Updates requested | Jacqui McParland | Direct e mail | 22/6/15 |

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| | Jarlath Tinnelly | P/2013/0189/F | | | | |
| " | William Irwin MLA | ----- | Application he has been discussing | Jacqui McParland | Will call back | 23/6/15 |
| " | Thomas for Dominic Bradley MLA | ----- | To set up a meeting | Andrew Davidson | Will call back | 24/6/15 |
| 23/6/15 | Thomas for Dominic Bradley MLA | ----- | To set up a meeting | Andrew Davidson | E mail | 24/6/15 |
| " | Cllr Laura Devlin | R/2014/0477 & P/2010/1041 | Outcome from Briefing Panel this morning | Anthony Mckay | E mail | 23/6/15 |
| " | Cllr Sean Doran | ----- | Collection of 2 Horse passports | Gareth Kerr | Telephone call | 23/6/15 |
| " | William Irwin MLA | ----- | Application he has been discussing | Anthony Mckay | Call transferred | 23/6/15 |
| 24/6/15 | Cllr Sean Doran | LA07/2015/0222/PAD | ----- | Joanne McVeigh | Call transferred | 24/6/15 |
| " | Cllr Roisin Mulgrew | P/2013/0938/F | Update requested | Jacqui McParland | E mail | 24/6/15 |
| " | Annette Holden for John McCallister MLA | P/2015/0066 | ----- | Andrew Davidson | Call transferred | 24/6/15 |
| " | Cllr Roisin Mulgrew | P/2013/0938/F | ----- | Andrew Davidson | Call transferred | 24/6/15 |
| " | Cllr Sinead Ennis | P/2009/0164 | Copy of stamped approved drawings to be issued by e mail and hard copy | Ryan Kelly | In person | |
| 24/6/15 | Thomas O'Hanlon for Dominic Bradley MLA | ----- | To set up meeting with Andrew Davidson | Andrew Davidson | Will call back | 24/6/15 |
| " | " | ----- | To set up meeting with Andrew | Andrew Davidson | Will call back | 24/6/15 |

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| " | William Irwin MLA | ----- | Davidson | Andrew Davidson | Call transferred | 24/6/15 |
| " | Cllr Naomi Bailie | ----- | ----- | Pat Rooney | Will call tomorrow | 25/6/15/ |
| " | Cllr Harold McKee | ----- | Couple of applications from yesterday's Briefing Panel meeting | Andrew Davidson | E mail | 25/5/15 |
| " | Thomas for Dominic Bradley MLA | ----- | To set up meeting with Andrew Davidson | Andrew Davidson | Call transferred | 24/6/15 |
| " | Jim Allister MLA | P/2013/0752/F | ----- | Andrew Davidson | Call transferred | 24/6/15 |
| " | Cllr Harold McKee | ----- | ----- | Andrew Davidson | Cllr to ring back | 25/6/15 |
| " | Cllr Roisin Mulgrew | P/2013/0938 | ----- | Jacqui McParland | Call transferred | 25/6/15 |
| " | Cllr Laura Devlin | P/2014/0787 | ----- | Jacqui McParland | Call transferred | 25/6/15 |
| " | Cllr David Taylor | ----- | Applicant – Beverley Powell | Jacqui McParland | Call transferred | 25/6/15 |
| " | Teresa for Margaret Ritchie | ----- | ----- | Pat Rooney | E mail | 26/6/15 |
| " | Cllr Declan McAteer | ----- | ----- | Jacqui McParland | Call transferred | 25/6/15 |
| 26/6/15 | Cllr Ruane | P/14/0075 & P/14/0471 | Wished to speak to Jacqui McParland | Jacqui McParland | E-mail | 26/6/15 |
| " | Cllr Doran | LA07/2015/0222/PAD P/14/0789/LDP P/15/0150/F | Not happy his call from 23/6 not replied to. | Jacqui McParland Andrew Davidson Rita McCrickard | E-Mail | 26/6/15 |
| " | Catherine McMahon from | Re Killeen Primary School | School Enhancement Programme | Pat Rooney | Transferred Call | 26/6/2015 |

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|---------|--|---------------|--|------------------|------------------|--------------|
| | Megan Fearon MLA | | | | | |
| " " | Cllr Harold McKee | | Was speaking to Anthony about applications | Anthony McKay | E mail | 29/6/15 |
| 29/6/15 | Cllr Harold McKee | | In Monaghan Row 10am – 12 noon for Antony to speak | Anthony McKay | By phone | 29/6/15 |
| " " | William Irwin MLA | P/2014/0876/F | ----- | Jacqui McParland | E mail | 29/6/15 |
| " " | Cllr Mickey Ruane | | Call straight through to Admin. Newry | Jacqui McParland | In person | 30/6/15 |
| " " | Cllr Laura Devlin | | Oaklee Housing, Newry application | Jacqui McParland | E mail | 30/6/15 |
| 30/6/15 | Cllr Harold McKee | P/2015/0040 | ----- | Jacqui McParland | Call transferred | 30/6/15 |
| " " | Cllr Laura Devlin | | ----- | Andrew Davidson | Call transferred | 30/6/15 |
| " " | Cllr Henry Reilly | P/2013/0412/F | Update requested | Jacqui McParland | Direct e mail | 30/6/15 |
| " " | Cllr Declan McAteer | P/2009/0081/F | ----- | Andrew Davidson | Call transferred | 30/6/15 |
| " " | Annette from John McAllister MLA | | Re Phone Mast Yellow Road Hilltown | Jacqui McParland | Call transferred | 30/06/15 |

2.0 Building Regulations Report – Matters for Noting

2.1 Number of Building Regulation Applications Received

April 2014 – June 2014
963

April 2015 – June 2015
914

Comments

These figures show the comparison of applications received from 1 April 2015 to 30 June 2015 compared to the same period in 2014.

2.2 Fees Received

| | Apr-June 2014 | Apr-June 2015 |
|----------------|----------------------|----------------------|
| Plan Fee | £100,399.93 | £99,030.38 |
| Inspection Fee | <u>£53,748.94</u> | <u>£56,798.75</u> |
| Total | £154,148.87 | £155,829.13 |

These figures indicate an increase of £1680.24 over the same period last year.

2.3 Inspections carried out compared to same period last year

April 2014 – June 2014
4193

April 2015 – June 2015
3251

These figures indicate a reduction of inspection requests of 942 over the same period last year.

2.4 Performance

All of the DOE Performance Indicators and Service Level Agreement targets continue to be met.

3.0 Enforcement

Number of premises visited to assess extent of unauthorised works = 10

4.0 Dangerous Structures

Number of premises visited to assess dangerous structure = 10

5.0 Property Certificates

Property certificates responded to date compared to same period last year.

April 2014 – June 2014
653

April 2015 – June 2015
676

These figures indicate an increase of 23 property certificate requests over the same period last year.

**Recommendation:
For Noting**

Colum Jackson
Assistant Director of Regulatory & Technical Services

Planning Awards 2015

Entry Form

To merit an award, entries must demonstrate outstanding achievement judged to have advanced significantly the science and art of town and country planning for the benefit of the community, or provide an outstanding example of the beneficial impact of positive planning.

Please remember when putting together your submission that this is an award to celebrate *planning*.

In evaluating such achievements the following aspects, as appropriate, will be taken into account and should be specifically addressed in entry submissions:

1. Enhancement of the physical environment leading to recognisable social and economic benefit in terms of human happiness, greater safety and greater efficiency;
2. How the submission adapts to, or mitigates against the threats posed by climate change as raised in the RTPI's seven commitments to climate change;
3. How the submission has addressed all aspects of sustainable development;
4. Originality of the achievement or approach;
5. The key issues and problems that needed to be overcome;
6. Quality of the professional work involved in project design, the development of planning concepts and the application of planning techniques;
7. The extent and quality of public involvement in the process;
8. Extent to which the achievement may serve as a model for work elsewhere or as a basis for the development of further related schemes; and
9. The role played by the planner working in partnership with other agencies

Projects should be at a sufficiently developed stage for the judging panel to be able to effectively judge them – physical projects should have all permissions in place and ideally be completed and strategies / plans should be adopted (as appropriate) and have been implemented to demonstrate their impact in practice.

Please be clear in your submission how your project demonstrates outstanding achievement in town and country planning

Please complete the entry form, which should not exceed 4 A4 pages, along with the fee of £45.00 (per entry) and 1 or 2 high resolution images (which can be used for future publicity about the scheme, including in PlanIt – RTPI Northern Ireland's newsletter). These should not be embedded in the document – please send them separately.

The closing date for all completed entries is **5pm Friday 31st July 2015**. No entries, or additional information (except for images), will be accepted after this date.

Your entry should be sent to: Julie.sullivan@rtpi.org.uk

| |
|--|
| Project Title: |
| Organisation entering the scheme: |
| Please provide a short description of your project / scheme |
| What were the key issues or need which the project sought to address? |
| Please give details of all the organisations involved in the scheme, including their role in the project. |
| Please explain how the project addresses the three pillars of sustainability and specifically how it tackles / adapts to climate change. |
| What are the key outcomes of the project / scheme? |
| What are the specific elements of good planning practice demonstrated by this project, or how the work of planners positively contributed to the project? |
| What happens next? Are there further phases of this project, or is there further work to roll out the scheme? |
| What are the specific elements which demonstrate the excellent planning practice of the project (over and above everyday delivery)? |
| Do you want to add anything else that you have been unable to say under a previous question? |
| Finally, in not more than 150 words, provide a summary of why the Award should be given: |
| Name of Person Submitting Form: Contact e-mail: Contact tel No.: |



NILAS Monitoring Team
 Waste Management
 Northern Ireland Environment
 Agency
 Klondyke Building
 Cromac Avenue
 Gasworks Business Park
 Lower Ormeau Road
 Malone Lower
 Belfast
 BT7 2JA

Email: NILAS@doeni.gov.uk

23rd July 2015

Mr Canice O'Rourke
 Director Regulatory & Technical Services
 Newry Mourne & Down District Council
 Downshire Civic Centre
 Downshire Estate
 Ardglass Road
 Downpatrick
 Co Down
 BT30 6RA

Our Ref: **Down District Council/ Draft Reconciliation 2014/15**

Dear Mr O'Rourke,

**The Landfill Allowance Scheme (NI) Regulations 2004 (As amended)
 10th Scheme Year 2014/15 – Draft Reconciliation**

Under Regulation 13 of the above Regulations, the Monitoring Authority (NIEA) is required to prepare a draft reconciliation in relation to each District Council no later than 5 months after the end of the scheme year.

Regulation 14 requires the Monitoring Authority as soon as reasonably practicable after the end of the reconciliation period to reconcile the allowances available with the amount of Biodegradable Local Authority Collected Municipal Waste (BLACMW) sent to landfill as calculated under Regulation 13.

Through WasteDataFlow **Down District Council** has submitted quarterly returns for



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 www.doeni.gov.uk



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Environment
 Agency

the scheme year 2014/15. From these returns NIEA has calculated¹ the amount of Biodegradable Local Authority collected Municipal Waste (BLACMW) sent to landfill by each District Council for the scheme year 2014/15.

The total amount of BLACMW sent to landfill by Down District Council, for the scheme year 2014/15, was 11,021 tonnes* equating to 94.98% utilisation of the 11,604 allocated allowances available for the scheme year.

To date, the Monitoring Authority has not received any requests for the transfer or borrowing of allowances for the scheme year 2014/15.

* As part of the monitoring of the Regulations NIEA will be continuing with its audit schedule relating to the scheme year 2014/15, and therefore the draft reconciliation figures may be subject to change.

Please do not hesitate to contact us with any queries.

Yours sincerely,



Adrian Gregory (Dr)

Waste Management Unit

Cc: Regional Waste Management Group

¹The mass balance is detailed at:

[http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/LandfillAllowanceScheme/KPI \(q\) DC Mass Balance Schematic v4.pdf](http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/LandfillAllowanceScheme/KPI (q) DC Mass Balance Schematic v4.pdf)





NILAS Monitoring Team
 Waste Management
 Northern Ireland Environment
 Agency
 Klondyke Building
 Cromac Avenue
 Gasworks Business Park
 Lower Ormeau Road
 Malone Lower
 Belfast
 BT7 2JA

Email: NILAS@doeni.gov.uk

23rd July 2015

Mr Canice O'Rourke
 Director Regulatory & Technical Services
 Newry Mourne & Down District Council
 Monaghan Row
 Newry
 Co Down
 BT35 8DL

Our Ref: **Newry & Mourne District Council/ Draft Reconciliation 2014/15**

Dear Mr O'Rourke,

**The Landfill Allowance Scheme (NI) Regulations 2004 (As amended)
 10th Scheme Year 2014/15 – Draft Reconciliation**

Under Regulation 13 of the above Regulations, the Monitoring Authority (NIEA) is required to prepare a draft reconciliation in relation to each District Council no later than 5 months after the end of the scheme year.

Regulation 14 requires the Monitoring Authority as soon as reasonably practicable after the end of the reconciliation period to reconcile the allowances available with the amount of Biodegradable Local Authority Collected Municipal Waste (BLACMW) sent to landfill as calculated under Regulation 13.

Through WasteDataFlow **Newry & Mourne District Council** has submitted quarterly returns for the scheme year 2014/15. From these returns NIEA has calculated¹ the amount of Biodegradable Local Authority collected Municipal Waste (BLACMW) sent



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to landfill by each District Council for the scheme year 2014/15.

The total amount of BLACMW sent to landfill by Newry & Mourne District Council, for the scheme year 2014/15, was 15,924 tonnes* equating to 99.45% utilisation of the 16,012 allocated allowances available for the scheme year.

To date, the Monitoring Authority has not received any requests for the transfer or borrowing of allowances for the scheme year 2014/15.

* As part of the monitoring of the Regulations NIEA will be continuing with its audit schedule relating to the scheme year 2014/15, and therefore the draft reconciliation figures may be subject to change.

Please do not hesitate to contact us with any queries.

Yours sincerely,



Adrian Gregory (Dr)

Waste Management Unit

Cc: Regional Waste Management Group

¹The mass balance is detailed at:

[http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/LandfillAllowanceScheme/KPI \(g\) DC Mass Balance Schematic v4.pdf](http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/LandfillAllowanceScheme/KPI (g) DC Mass Balance Schematic v4.pdf)



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Environment
Agency**

----- Forwarded by Colette McAteer/Newry&Mourne/NI on 03/08/2015 14:44 -----

From: "Martin, Jim" <Jim.Martin@dardni.gov.uk>
To: "brian.quinn@newryandmourne.gov.uk" <brian.quinn@newryandmourne.gov.uk>, "william.clarke@downdc.gov.uk" <william.clarke@downdc.gov.uk>, "laura.devlin@downdc.gov.uk" <laura.devlin@downdc.gov.uk>, "sean.doran@newryandmourne.gov.uk" <sean.doran@newryandmourne.gov.uk>, "glyn.hanna@nmandd.org" <glyn.hanna@nmandd.org>, "Harold.mckee@newryandmourne.gov.uk" <Harold.mckee@newryandmourne.gov.uk>, "henry.reilly@newryandmourne.gov.uk" <henry.reilly@newryandmourne.gov.uk>, "brian.quinn@newryandmourne.gov.uk" <brian.quinn@newryandmourne.gov.uk>, "Morhall, Walter" <Walter.Morhall@dardni.gov.uk>, "colette.mcateer@newryandmourne.gov.uk" <colette.mcateer@newryandmourne.gov.uk>, "Russell, Neil" <Neil.Russell@dardni.gov.uk>, "Reddick, Alan" <Alan.Reddick@dardni.gov.uk>, "Anderson, Graeme" <Graeme.Anderson@dardni.gov.uk>
Cc: "Morhall, Walter" <Walter.Morhall@dardni.gov.uk>, "colette.mcateer@newryandmourne.gov.uk" <colette.mcateer@newryandmourne.gov.uk>, "Russell, Neil" <Neil.Russell@dardni.gov.uk>, "Reddick, Alan" <Alan.Reddick@dardni.gov.uk>, "Anderson, Graeme" <Graeme.Anderson@dardni.gov.uk>
Date: 20/07/2015 12:14
Subject: Newry , Mourne and Down Council - Rivers Agency Presentation to the Regulatory and Technical Services Committee on 17th June 2015.

125

Dear Mournes Councillors.

I write in response to the query raised by Councillor Reilly in relation to the Whitewater River during the above presentation.

Following flooding in the Cranfield Area during 2008 Rivers Agency commissioned a study by consultants AECOM to assess if works to alleviate flood risk were viable. The study indicated that while there were 3 properties predicted to flood internally the benefits of reducing flood risk to these properties are much lower than the costs of the works required. Government is required to ensure that for any investment in flood alleviation there must be a positive return for that investment. In this case, because the benefits do not exceed the costs Rivers Agency do not propose to carry out a flood alleviation scheme.

Rivers Agency will continue to carry out maintenance works on the river channel to ensure free flow conditions.

The dispersed locations of properties at this location make flood alleviation scheme options extensive and expensive, however individual property protection may reduce the risk to affected residents. Rivers Agency plans to introduce a Northern Ireland wide "Homeowner Flood Protection Grant Scheme". The details of the scheme are currently being finalized however it is likely to be available in the Autumn of this year. Subject to certain criteria it is proposed that the scheme will offer support to those at risk of flooding to gain professional advice and implement measures to reduce the risk.

I hope you find this information helpful however if you wish to clarify any point then do not hesitate to contact me.

Yours Sincerely

Jim Martin
Rivers Agency
Regional Engineer
Ravarnet House
Altona Road
Lisburn
County Antrim
BT27 5BQ

Tel 028 92606100

Conference on planning reform in Northern Ireland - with the Department of the Environment:
Policy Forum for Northern Ireland, Morning, Tuesday, 1st December 2015

Sean Cudmore

to:

canice.orourke

24/06/2015 09:41

Please respond to seancudmore

Show Details

History: This message has been forwarded.

Policy Forum for Northern Ireland Keynote Seminar

Planning reform in Northern Ireland: progress, priorities and next steps

with

A senior speaker confirmed from the **Department of the Environment**

and

John Armstrong, Construction Employers Federation; **Dr Theresa Donaldson**, Lisburn City and Castlereagh District Council; **Professor Jim Kitchen**, Sustainable NI; **Derek McCallan**, Northern Ireland Local Government Association (NILGA); **Gary McGhee**, Carson McDowell; and **Gavan Rafferty**, Ulster University

This event is CPD certified

*Morning, Tuesday, 1st December 2015
Central Belfast*

[Our Website](#) | [Book Online](#) | [Live Agenda](#) | [Unsubscribe](#)

Dear Mr O'Rourke

I am writing to give you advance notice of the above seminar. Please note there is a charge for most delegates, although concessionary and complimentary places are available (subject to terms and conditions - see below).

This timely conference will discuss the future of the planning system in Northern Ireland, at a time of significant reform.

It follows the transfer of responsibility for planning policy to local councils in April 2015 and will also look ahead to assess the new framework for planning in Northern Ireland - [the Strategic Planning Policy Statement](#) - with the final draft currently being considered by the Executive.

Delegates will share thinking on lessons that can be learnt following the transfer of powers, early indications of the effectiveness of the new planning system, and key priorities moving forward.

Further areas for discussion include:

- **Developing a fair and efficient planning system** - discussion on the private sector experience of the planning system and options for addressing the current backlog in planning

- applications;
- **Funding** - measures that can be taken to support councils in delivering an effective planning service in the face of budgetary constraints;
 - **Transfer of further powers** - implementing the 'Regeneration Bill' in April 2016 and preparing local authorities for the transfer of additional powers;
 - **Balancing priorities** - issues in ensuring that the new planning system can promote economic development while considering community and environmental concerns;
 - **Growth and investment** - how local authorities have used new powers, such as the ability to borrow, to encourage investment in large regeneration and infrastructure projects; and
 - **Promoting urban regeneration** - whether adopting a 'Town Centre First' approach is best way for local planning authorities to encourage the redevelopment of town centres.

This conference will bring Members of the Northern Ireland Assembly and senior officials from the Northern Ireland Executive together with regulators and other agencies, local council representatives, construction businesses and professionals, surveyors, utilities providers, lawyers, consultants, business associations, community groups and academics.

The draft agenda is copied below my signature, and a regularly updated version is available to download [here](#). The seminar organised on the basis of strict impartiality by the Policy Forum for Northern Ireland.

Speakers

We are delighted to be able to include at this seminar a keynote address from: a senior speaker confirmed from the **Department of the Environment**.

Further confirmed speakers include: **John Armstrong**, Managing Director, Construction Employers Federation; **Dr Theresa Donaldson**, Chief Executive, Lisburn City and Castlereagh District Council; **Professor Jim Kitchen**, Director, Sustainable NI; **Derek McCallan**, Chief Executive, Northern Ireland Local Government Association (NILGA); **Gary McGhee**, Head of the Planning & Environmental Law Team, Carson McDowell; and **Gavan Rafferty**, Lecturer in Spatial Planning and Development, Built Environment Research Institute, Ulster University have also agreed to speak at the seminar.

Additional senior participants are being approached, but if you or a colleague would like to be considered as a speaker at this seminar, please contact us at speakeroffers@forumsupport.co.uk specifying the event and session where you would like to speak and we'll get back to you as soon as possible. If you are offering to speak yourself please don't fill in the booking form, as this will be taken as an order and you will be charged for a place subject to our T&Cs.

Networking

Policy Forum for Northern Ireland seminars present an opportunity to engage with key policymakers and other interested parties, and are **CPD certified** ([more details](#)). Typically, attendees at our seminars are a senior and informed group numbering around 120, including Members of the Northern Ireland Assembly and senior officials from the Northern Ireland Executive, regulators and other agencies, local council representatives, construction businesses and professionals, surveyors, utilities providers, lawyers, consultants, business associations, community groups and academics, together with reporters from the national and trade press based in Northern Ireland and

elsewhere.

Output and About Us

A key output of the seminar will be a transcript of the proceedings, sent out around 10 working days after the event to all attendees and a wider group of Ministers and officials in the Department of the Environment, Department of Social Development and the Department of Enterprise, Trade and Investment; as well as MLAs with a special interest in the subject. It will also be made available more widely. This document will include transcripts of all speeches and questions and answers sessions from the day, along with access to PowerPoint presentations, speakers' biographies, an attendee list, an agenda, sponsor information, as well as any subsequent press coverage of the day and any articles or comment pieces submitted by delegates. It is made available subject to strict restrictions on public use, and is intended to provide timely information for interested parties who are unable to attend on the day.

All delegates will receive complimentary PDF copies and are invited to contribute to the content.

The Policy Forum for Northern Ireland is strictly impartial and cross-party. The Forum has no policy agenda of its own.

Booking arrangements

To book places, please use our [online booking form](#).

Once submitted, this will be taken as a confirmed booking and will be subject to our terms and conditions below.

Please pay in advance by credit card on 01344 864796. If advance credit card payment is not possible, please let me know and we may be able to make other arrangements.

Options and charges are as follows:

- Places at *Planning reform in Northern Ireland: progress, priorities and next steps* (including refreshments and PDF copy of the transcripts) are **£210** plus VAT;
- Concessionary rate places for small charities, unfunded individuals and those in similar circumstances are **£80** plus VAT. Please be sure to apply for this at the time of booking.

For those who cannot attend:

- Copies of the [briefing document](#), including full transcripts of all speeches and the questions and comments sessions and further articles from interested parties, will be available approximately **10 days** after the event for **£95** plus VAT;
- Concessionary rate: **£50** plus VAT.

If you find the charge for places a barrier to attending, please let me know as concessionary and complimentary places are made available in certain circumstances (but do be advised that this typically applies to individual service users or carers or the like who are not supported by or part of an organisation, full-time students, people between jobs or who are fully retired with no paid work, and representatives of small charities - not businesses, individuals funded by an organisation, or larger charities/not-for-profit companies). Please note terms and conditions below (including **cancellation charges**).

I do hope that you will be able to join us for what promises to be a most useful morning, and look forward to hearing from you soon.

Yours sincerely

Sean

Sean Cudmore
Deputy Editor, Policy Forum for Northern Ireland

T: 01344 864796

F: 01344 420121

Follow us on Twitter [@PolicyNI](#)

www.policyforumforNI.co.uk

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FINANCIAL TERMS AND CONDITIONS: The delegate fee includes copies of the presentations via PDF and refreshments. Cancellation policy is as follows: (1) cancellations 14 or more days before the event: £70+VAT cancellation fee per delegate; (2) cancellations less than 14 days before the event: no refunds. Cancellations must be notified in writing to the Policy Forum for Northern Ireland. No charge will be made for replacement delegates. Transfer of any confirmed booking between events is not possible. The organisers reserve the right to alter the programme and change the speakers without prior notice. The Policy Forum for Northern Ireland is unable to grant extended credit and therefore must request that full payment be made within 30 days from the date of invoice. Should payment not be received within 30 days from the date of invoice, the Policy Forum for Northern Ireland will apply an administration charge of £40+VAT, likewise for payments made to our account in error.

Policy Forum for Northern Ireland Keynote Seminar: Planning reform in Northern Ireland: progress, priorities and next steps

Timing: Morning, Tuesday, 1st December 2015

Venue: Central Belfast

Draft agenda subject to change

- | | |
|--------------|--|
| 8.30 - 9.00 | Registration and coffee |
| 9.00 - 9.05 | <u>Chair's opening remarks</u> Senior Member of the Legislative Assembly |
| 9.05 - 9.30 | <u>Planning reform in Northern Ireland: the context</u> Gavan Rafferty, Lecturer in Spatial Planning and Development, Built Environment Research Institute, Ulster University Questions and comments from the floor |
| 9.30 - 10.30 | <u>Transition of planning powers to local authorities: progress so far and future challenges</u> <i>Perspectives on the lessons learnt and key remaining challenges following the transfer of planning powers to local authorities and how the 11 new super-councils are managing their increased responsibility. Has well is the new planning system, which aims to 'bring planning closer to the public', succeeding in increasing community access to and participation in the planning process? What has been the private sector experience of the planning system since the transfer of powers? How can a culture of openness and transparency be further encouraged? What measures can be taken to support councils in delivering an effective planning service in the face of budgetary constraints? How can the backlog in planning applications following the transfer of powers be tackled and what further steps should be taken to ensure that decisions on planning applications are made in the most timely and effective manner possible? What can be done to ensure that local authorities are prepared for the transfer of additional powers - in the areas of urban regeneration and community development - ahead of the implementation of the 'Regeneration Bill' in April 2016?</i> |

Derek McCallan, Chief Executive, Northern Ireland Local Government Association (NILGA)
John Armstrong, Managing Director, Construction Employers Federation
Gary McGhee, Head of the Planning & Environmental Law Team, Carson McDowell
 Senior representative, community planning
 Senior representative, industry
 Questions and comments from the floor

- 10.30 - 10.35 **Chair's closing remarks**
 Senior Member of the Legislative Assembly
- 10.35 - 11.05 Coffee
- 11.05 - 11.10 **Chair's opening remarks**
 Senior Member of the Legislative Assembly
- 11.10 - 11.25 **Planning reform: lessons from other jurisdictions**
 Senior speaker to be announced
- 11.25 - 12.25 **Planning reform and local economic development**
How are the new planning authorities approaching the challenges of facilitating investment and encouraging economic development? What is the likely impact of the Strategic Planning Policy Statement (SPPS), which outlines the Department of the Environment's new approach to regional planning following the introduction of a two-tier planning system in this regard? Has the reformed planning system and the granting of increased powers to local authorities, such as the ability to borrow, encouraged increased investment in large regeneration and infrastructure projects; what other options should be considered to increase investment? Is adopting the 'Town Centre First' policy – which priorities town centres as locations for development – the best approach to encourage the regeneration of urban areas? Do local development plans, which set the context for planning applications, adequately balance environmental and community concerns with economic growth?
Dr Theresa Donaldson, Chief Executive, Lisburn City and Castlereagh District Council
Professor Jim Kitchen, Director, Sustainable NI
 Senior representative, investment
 Senior representative, retail
 Questions and comments from the floor with senior speaker to be announced
- 12.25 - 12.55 **Implementing reform and next steps for policy**
 Senior speaker confirmed from the **Department of the Environment**
 Questions and comments from the floor
- 12.55 - 13.00 **Chair's and Policy Forum for Northern Ireland closing remarks**
 Senior Member of the Legislative Assembly
Sean Cudmore, Deputy Editor, Policy Forum for Northern Ireland