

March 21st, 2017

**Notice Of Meeting**

You are invited to attend the Regulatory and Technical Services Committee Meeting to be held on **Wednesday, 22nd March 2017 at 5:00 pm** in **the Boardroom Monaghan Row Newry.**

**The Committee Members are:**

**Chair: Councillor R Mulgrew**

**Vice: Councillor T Andrews**

**Members: Councillor S Burns**

**Councillor C Casey**

**Councillor G Craig**

**Councillor D Curran**

**Councillor G Fitzpatrick**

**Councillor V Harte**

**Councillor D Hyland**

**Councillor J Macauley**

**Councillor P O'Gribin**

**Councillor G Stokes**

**Councillor D Taylor**

**Councillor J Tinnelly**

**Councillor J Trainor**

# Agenda

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 22 February 2017. (Attached).

📎 *Action Sheet - 22-03-2017.pdf*

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## *For Discussion/Decision*

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- 3a. Request for funding from the William Keown Trust. (Attached).

📎 *William Keown Trust - Funding Request.pdf*

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## *For Consideration and/or Decision - Planning*

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4. Planning Committee Performance Report. (Attached).

📎 *Planning Committee Performance Report.pdf*

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5. Record of meetings between Planning Officers and Public Representatives. (Attached).

📎 *Record of meetings between Planning Officers and Public Representatives.pdf*

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## *For Consideration and/or Decision - Facilities Management and Maintenance*

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6. Report re: proposed electrical mini pillar installation at Hillside Drive, Kilkeel. (Attached).

📎 *Report - Proposed Electrical Mini Pillar Installation.pdf*

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## *For Noting*

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7. Report re: Building Regulations. (Attached).

📎 *Report - Building Regulations.pdf*

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8. Report re: Licensing. (Attached).

**9. Historic Actions Tracking Update. (Attached).**

Historic Action Sheet.pdf

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***For Consideration and/or Decision - Building Control***

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**10. Report re: transfer of car park at Corry Square from Newry City Centre Management Partnership to the Council. (Attached).**

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

Report - Transfer of Car Park at Corry Square.pdf

***Not included***

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**ACTION SHEET ARISING FROM RTS MEETING HELD ON 22 February 2017**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/25/2017	Bus shelter requests	<p>It was agreed to approve the implementation of the bus shelter requests previously approved with the exception of Cloughreagh Park, Bessbrook where it was agreed that Officials investigate if they can identify an alternative location for the bus shelter as a matter of urgency, which would be in line with Council policy, and report back to the R&amp;TS Committee when all options would be considered.</p> <p>It was further agreed Mr K Scullion contact the lady who had lodged her objections to update her on what the Council had agreed. It was also agreed:-</p> <ul style="list-style-type: none"> <li>• When a request is received for the erection of a bus shelter, it be referred in the first instance to Translink to see if they could provide the shelter.</li> <li>• The Council is not in a position</li> </ul>	K Scullion	<b>Update at meeting.</b>	



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>to part fund the construction of a smoking shelter as requested at Turley's Crossroads, Moneyslane. However Council Officials to continue to pursue either of the two possible locations identified as a bus shelter at this location.</p> <ul style="list-style-type: none"> <li>The proposal that a request for a bus shelter at Clanvaragh Road, Castlewellan, be removed from the list, should not be progressed until after the Slieve Croob DEA has had an opportunity to consider it at their April DEA Meeting.</li> </ul>	M Lipsett/G Hillen		
RTS/26/2017	Standardisation in the use of caddy liners	<ul style="list-style-type: none"> <li>A clear message to householders, that compostable kitchen liners can be used right across the District.</li> <li>The Council will still give out free liners, one per household, at Monaghan Row and Greenbank, but also Downshire CC to help promote</li> </ul>	J.Parkes	<p><b>Information going out to householders in April via Council Connect Magazine.</b></p> <p><b>Liners now available at all three sites</b></p>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>liners in the Down area.</p> <ul style="list-style-type: none"> <li>• Householders can purchase food caddy liners, which have the seeding logo, from local outlets.</li> <li>• Householders can still use their kitchen caddy, without liners, if they want.</li> <li>• As part of promotions, such as compost week, free liners may be given out to the public.</li> <li>• Ensure this proposal is well publicised, particularly in the former Down area as this service was not one they had previously.</li> </ul>		<p><b>Now agreed</b></p> <p><b>Now agreed</b></p> <p><b>Will be given out as part of compost week in May</b>  <b>In Council Connect Magazine, which is going out to all households. All new rural brown bin households to receive leaflet, which informs them of the liner.</b></p>	
RTS/27/2017	Roads (Miscellaneous Provisions) Act – Road Closures for Special Events	Note the contents of this Report.	F Quinn	<b>An update report shall be taken to the April meeting to agree policies, procedures and fees.</b>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/30/2017	Drumnakelly Wind Turbine	Note the contents of this report.	J Parkes		Y

**Items restricted in accordance with part 1 of schedule 6 of the Local Government Act (NI) 2014**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/32/2017	Cemetery/Burial Charges 2017/2018	<p>Agreed to adopt the Cemetery/Burial Scale of Charges 2017/2018 as set out in Appendix 1 circulated at the meeting.</p> <p>It was also agreed Mr Scullion investigate the additional charge for burials after 3.00 pm week days and report back to the next R&amp;TS Committee Meeting.</p>	K Scullion	<p><b>New prices implemented from 1 April.</b></p> <p><b>Extra charges pay for Staff Overtime.</b></p>	N

<b>Report to:</b>	Regulatory & Technical Services Committee
<b>Date of Meeting:</b>	23 <sup>rd</sup> March 2017
<b>Subject:</b>	Request for Funding from the William Keown Trust
<b>Reporting Officer (Including Job Title):</b>	Canice O'Rourke, Director of Regulatory & Technical Services
<b>Contact Officer (Including Job Title):</b>	Canice O'Rourke, Director of Regulatory & Technical Services

### Decisions required: Approve request for £1,500 funding for the William Keown Trust

<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The William Keown Trust, has worked closely with councils, since its establishment in 1980, by advocating the recognition of people with disabilities, and lobbying for improved access to services and for changes in regulations to recognise the characteristics of those with disabilities.</p> <p>As an integral part of this work, the Trust has set up the WKT Personal Achievement Awards and the WKT Access awards, both of which have been operational since 2000, with 110 Personal Achievement Awards and 50 Access awards being issued in the Newry, Mourne and Down area.</p> <p>Since the death of the founder, William Keown, in March 2015, the Trust has struggled to 'make ends meet', and is now reaching out to the 11 councils in Northern Ireland to seek funding to enable them to continue their great work on behalf of the disabled community, and in particular, continue to well establish and very successful WKT Personal Achievement Awards and the WKT Access awards.</p> <p>Having provided details of their running costs (see attached), they are seeking each council to provide £1,500.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	To enable them to continue their excellent work with the disabled community, the William Keown Trust are seeking funding of £1,500 from council.
<b>3.0</b>	<b>Recommendations:</b>
3.1	It is recommended that Committee agree to the request to provide £1,500 to the William Keown Trust
<b>4.0</b>	<b>Resource implications</b>
4.1	A revenue cost of £1,500
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	N/A
<b>6.0</b>	<b>Appendices</b>
	Appendix I: A 6 page proposal from the William Keown Trust

## PROPOSAL PRESENTED BY WILLIAM KEOWN TRUST TO REQUEST COUNCILS TO ASSIST IN FUNDING THE PERSONAL ACHIEVEMENT AND ACCESS TO BUILT ENVIRONMENT AWARDS

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*“Don’t see the disability – see the person”.* Bill Keown, Founder of the William Keown Trust

### Background

Northern Ireland has a high number of people with disabilities. According to the 2011 Census 20.6% of the population state their day-to-day activities were limited because of a long-standing health problem or disability. Other research suggests that 11% population describe themselves as carers. In total this represents over 30% of population, excluding the extended impact of disability on family members and friends. The William Keown Trust (WKT) has been an independent voice advocating the recognition of people with disabilities, and lobbying for improved access to services and for changes in regulations to recognise the characteristics of those with disabilities.

In our democracy, Local Government is closest to the citizen; so too is the WKT in its longstanding interaction with the people of Northern Ireland. From its establishment in 1980 the WKT has enjoyed a very close relationship with Councils, at both Councillor and Officer level, having previously hosted Public Access Committee Meetings in Council Offices (**Appendix A**).

### Review of progress to date

The WKT has represented those with disabilities by consistently *highlighting the achievements and promoting the dignity of people with disabilities*, which is the stated purpose, or mission, of the WKT. This has been delivered through:

- The WKT Personal Achievement Awards
  - Adult Achievements Awards and Children of Courage Awards & (encouraging adults and children with disabilities, in line with the WKT mission).
  - Carer Awards (recognising the lengthy, sacrificial devotion, which many carers give to the child or adult with a disability, often in very difficult circumstances and going unnoticed).
  - Special Awards (recognising an outstanding accomplishment).
- The WKT Access awards (encouraging architects and developers to go ‘the extra mile’).
- The WKT acting as an independent and authentic voice for the community at ‘grass roots’ level enabling an unwavering stand to be taken to challenge policymakers in Government.
- The consistent lobbying by the WKT, and others, having ultimately resulted in the Disability Discrimination Act being introduced; and the integration of disabled access into the Building and Planning Regulations

### Why the WKT is important to the Community

As the Councils seek to represent the citizen and promote well-being, there is an overlap in relation to a shared value of ensuring **all** people in society are treated equally and are valued, irrespective of politics, religion or physical or mental ability. The WKT, through its Children of Courage Awards & Adult Achievements Awards advance that purpose. Together, with Councils, issues that affect those with disabilities can be so identified and thereby included in forward community planning, ensuring that no section of society feels marginalised.

### What the WKT plans to do in going forward

The feedback from the public to the WKT in reference to the Awards coupled with the actual statistics of recipient numbers and their widespread geographical locations demonstrates that such genuine recognition is something that is highly valued. Comments from Award winners and their family members, speaking about the WKT Awards, re-inforce this:

*“Each day is a challenge to him but, throughout it all he keeps smiling. Thank you for all the Trust has done for us and continues to do for others.”* **Parent, Comber.**

*“Five years ago I got one of your awards and its hanging in my bedroom. When I see that every night, it’s something to encourage me for the next day”.* **Award winner from Derry and Strabane Council Area.**

*“Everyone that was there was full of positive spirits...It gives all those children recognition that they are special. Every one of those kids...[are] working against the odds...they are inspirational because they get all of this and they don’t complain and moan about it.”* **Parent, Newtownards.**

The WKT believe that the Personal Achievement Awards (Children of Courage, Adult Achievement and the Carers awards) closely correlate to Councils’ aims of serving the citizen. Moreover, the key role of Councils in Planning and Building Regulation matters suggests that the WKT Access Awards promote equality by ensuring that everyone, irrespective of a disability, can enjoy equality of access to the built environment.

The WKT wishes to continue to organise and deliver the annual Personal Achievement Awards with nominations sought from across Northern Ireland. Records show (**Appendix B**) that the award winners come from all over Northern Ireland making this an **all-encompassing province-wide initiative** and therefore one that impacts on all 11 Council areas. The WKT is currently seeking nominations for the 2017 Awards.

The request for funding to is to enable these awards to continue. The WKT plans to continue the Personal Achievement Awards and the Access Awards. However, for both to be maintained, a new source of funding is required.

### Why are the Trustees seeking support and financial assistance at this time?

The Trust’s Founder and CEO, the late Bill Keown MBE, passed away in March 2015 – a passing which would invariably create a major void within the organisation. Throughout the intervening period since Mr Keown’s death, the Trust has nonetheless maintained all of its objectives – albeit with great difficulty. Although in advanced years Mrs Beth Keown, Mr Keown’s Widow, has been the key driver to such delivery but understandably is now finding it extremely difficult to maintain that status quo.

The Directors are very concerned as to the future of the Trust and have been considering what options might be open to them. Importantly, they do not wish to see an end to the invaluable benefits delivered by the Trust – indeed, they are unanimous in their wish that the continuation of the Trust’s work be maintained as a valued ‘Legacy to its Founder’.



### **The level of financial support requested**

Typically, there are 50 Personal Achievement Awards made annually, although that could be significantly increased through the increased potential of working in partnership with the 11 Councils. The WKT assesses the applications with much of that work carried out on a voluntary basis supported by a Part-time Administrator employed by the Trust. Costings for the delivery of the Personal Achievement Awards, and also the Access Awards, are presented on **Appendix C**. There is a view that, with Council's financial support, these events could be enhanced and made even more special for those who are Award Winners, their carers, family and friends.

These figures suggest that support of £1,500 from each Council would ensure the continuity of the various WKT Awards across Northern Ireland whilst demonstrating at local level tangible recognition of the important contribution people with disabilities make to their respective local community.

### **Monitoring and Review**

The WKT would agree performance indicators with the Councils so that progress may be measured. It would also provide such regular updates to Councils as would be deemed both practical and acceptable, with an open welcome for input from the Councils with regard to the organisation and promotion of the various Awards.

The WKT is managed by Trustees who are drawn for all over Northern Ireland and it would be possible to have Trustees from within a Council area present a report as required.

### **Summary**

The WKT has been continually active in representing the cause of people with disabilities since 1980.

Recognising the value of such individuals, an Awards system was set up that encourages people with disabilities, recognises their achievements and contribution to civic life, and helps to motivate them by way of the reassurance that 'disability does not mean inability'.

The charismatic founder, Mr William Keown, was a truly great believer in people and passionately maintained that the WKT Awards provided beneficiaries with genuine hope and confidence. These values overlap those of Councils seeking to promote equality for all and committed to improving the quality of life for everyone.

Council support for the WKT Annual Awards would impact positively on a significant proportion of the population and advance the shared value of equality for all.

**Appendix A**

**PUBLIC ACCESS COMMITTEE**

The Public Access Committee (PAC) typically met bi-annually at various locations throughout Northern Ireland. Its purpose was to bring a range of people together from Central Government, Local Government, NGO’s and private sector with the common aim of improving access for people with disabilities. There was an emphasis on local issues in relation to the area where the meeting was being located.

Typically, the meeting was hosted in Council offices, kindly granted. The PAC meeting were held in the following Council areas:

<b>COUNCIL</b>	<b>PAC MEETING LOCATION</b>
Antrim and Newtownabbey	Antrim
Ards and North Down	Newtownards
Armagh City, Banbridge and Criagavon	Armagh & Craigavon
Belfast City	
Causeway Coast and Glens	Ballymoney & Coleraine
Derry and Strabane	Derry & Strabane
Fermanagh and Omagh	Enniskillen
Lisburn and Castlereagh	
Mid and East Antrim	Ballymena & Larne
Mid Ulster	Cookstown
Newry, Mourne & Down	Newry & Downpatrick



## Appendix B

**WKT PERSONAL ACHIEVEMENT AWARDS AND PRESTIGE ACCESS AWARDS 2000 - 2016**

The Founder of the WKT – Mr Bill Keown – was recorded in an interview with the Belfast Newsletter (22 Aug 2011) as making the following observation.

*“We don’t use the word disabled, we only say ‘people with a disability’. We put people first. If you went out into the street and said ‘I met Bill Keown, you know that disabled man from Dundrum’, they will remember my disability rather than my potential.”*

It was that distinguishing attitude, and an adherence to those core values, that prompted Bill Keown to set up the **Personal Achievement Awards** in 1980 in order to give recognition to people who are achievers despite their disabilities. These Awards are made up of:

- Adult Achievers
- Children of Courage
- Carers
- Special Awards

To encourage access to buildings that were suitable for people with disabilities, but also for expectant mothers, the aged, infirm, temporarily disabled and injured, William Keown established the **Prestige Access Awards**. These were awarded to buildings where the developers ensured that access provision and facilities took account of the special needs of people with disabilities.

The geographical spread of these Awards, in the period 2000 – 2016, is presented below:

<b>COUNCIL</b>	<b>ACHIEVEMENT</b>	<b>ACCESS</b>
Antrim and Newtownabbey	95	7
Ards and North Down	66	9
Armagh City, Banbridge and Criagavon	66	35
Belfast City	95	37
Causeway Coast and Glens	41	19
Derry and Strabane	48	13
Fermanagh and Omagh	154	18
Lisburn and Castlereagh	26	12
Mid and East Antrim	43	22
Mid Ulster	37	38
Newry, Mourne & Down	<u>110</u>	<u>50</u>
<b>TOTAL</b>	<b>771</b>	<b>260</b>

## Appendix C

**Personal Achievement Awards Costs / Expenses.**

Hotel Venue for Interview of Nominees	£150
Food & Beverages for Interview Panel	£50
Certificates Framing	£500
Trophies & Cups Engraving	£250
Invitations Printing & Postage	£100
Office Admin Expenses – Printing Nomination Forms & Certificates; Telephone; Programme Folder Compilation; Latest Newsletter Proof & Production	£1,000
Mileage to collect Trophies & Cups + Delivery to Engravers & Certificates to Glazers / Framer	£150
Hotel Venue for Awards Ceremony + Food & Beverages	£1,400
Event Photography & Additional Photo Production	£300
Corporate Gifts – Sweets & Chocolates	£135
Gift to Invited Guest Speaker	£150
Gift to WKT President / Vice-President	£50
Ulster Tatler Publication of the Event	£300
Office Wages - Pre & Post Event (100 Hours) x 2	£2,800
<b><u>Total Expenses</u></b>	<b><u>£7,335</u></b>

**Access Awards Costs / Expenses.**

Individual Buildings Access Visits & Writing of Reports / Citations	£450
Food & Beverages for Surveyor & Driver	£50
Mileage Incurred on the various visits throughout the 6 Counties.	£295
Certificates Framing	£585
Invitations Printing & Postage	£75
Office Admin Expenses – Printing Nomination Forms & Certificates; Telephone; Programme Folder Compilation; Latest Newsletter Proof & Production	£1,000
Mileage for Delivery of Certificates to Glazers / Framer	£25
Venue for Awards Ceremony + Food & Beverages	£1,200
Event Photography & Additional Photo Production	£380
Corporate Gifts – Sweets & Chocolates	£135
Gift to Invited Guest Speaker	£150
Gift to WKT President / Vice-President	£50
Ulster Tatler Publication of the Event	£300
Office Wages - Pre & Post Event (100 Hours) x 2	£2,800
<b><u>Total Expenses</u></b>	<b><u>£7,495</u></b>

## Newry, Mourne & Down District Council – February 2017

### 1. Live Applications

<b>MONTH 2016/17</b>	<b>NEW APPLICATIONS</b>	<b>LIVE APPLICATIONS</b>	<b>LIVE APPLICATIONS OVER 12 MONTHS</b>
<b>April</b>	<b>138</b>	<b>1,389</b>	<b>436</b>
<b>May</b>	<b>121</b>	<b>1,335</b>	<b>455</b>
<b>June</b>	<b>162</b>	<b>1,178</b>	<b>418</b>
<b>July</b>	<b>106</b>	<b>1,147</b>	<b>425</b>
<b>August</b>	<b>131</b>	<b>1,089</b>	<b>405</b>
<b>September</b>	<b>133</b>	<b>1,048</b>	<b>394</b>
<b>October</b>	<b>132</b>	<b>1,026</b>	<b>392</b>
<b>November</b>	<b>132</b>	<b>1,007</b>	<b>355</b>
<b>December</b>	<b>124</b>	<b>1,016</b>	<b>333</b>
<b>January 2017</b>	<b>118</b>	<b>1,029</b>	<b>326</b>
<b>February</b>	<b>160</b>	<b>1,060</b>	<b>304</b>

## Newry, Mourne & Down District Council – February 2017

### 2. Live Applications by length of time in system

Month 2016/17	Under 6 months	Between 6 and 12 months	Between 12 and 18 months	Between 18 and 24 months	Over 24 months	Total
April	583	370	222	66	148	<b>1,389</b>
May	549	331	222	86	147	<b>1,335</b>
June	511	249	195	77	146	<b>1,178</b>
July	501	221	196	78	151	<b>1,147</b>
August	480	204	162	99	144	<b>1,089</b>
September	472	182	150	97	147	<b>1,048</b>
October	462	172	135	103	154	<b>1,026</b>
November	483	169	115	100	140	<b>1,007</b>
December	496	187	99	97	137	<b>1,016</b>
January 2017	523	180	90	97	139	<b>1,029</b>
February	577	179	86	82	136	<b>1,060</b>

### 3. Live applications per Case Officer

Month 2016/17	Average number of Applications per Case Officer
April	58
May	56
June	47
July	46
August	44
September	40
October	41
November	46
December	51
January 2017	54
February	56

## Newry, Mourne & Down District Council – February 2017

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### 4. Decisions issued per month

Month 2016/17	Number of Decisions Issued	Number of Decisions Issued under delegated authority
April	168	163
May	174	169
June	298	273
July	141	114
August	180	162
September	160	140
October	145	122
November	141	102
December	106	85
January 2017	102	79
February	123	87

## Newry, Mourne & Down District Council – February 2017

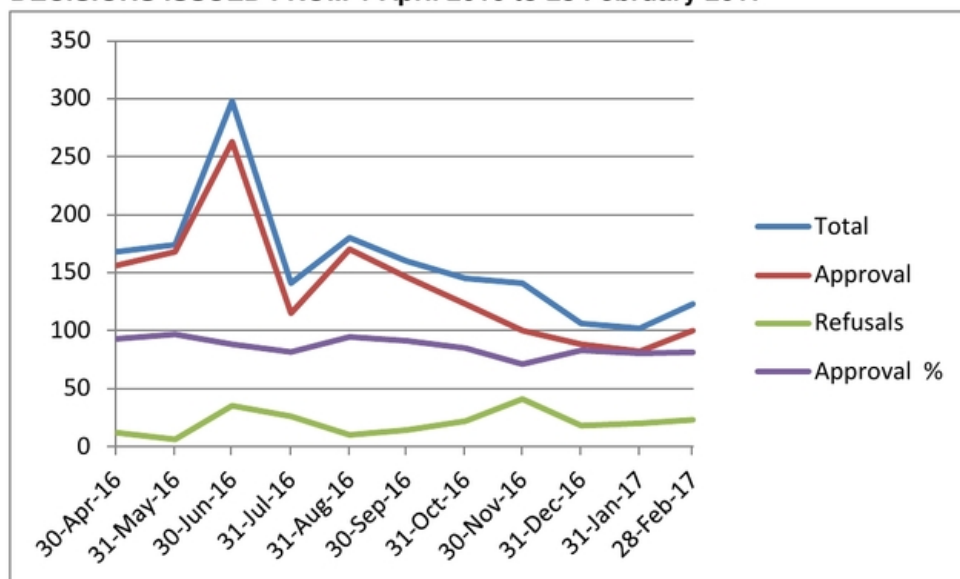
### 5. Decisions Issued YTD

Month 2016/17	Number of Decisions Issued	Breakdown of Decisions	
April	168	Approvals (156)	93%
		Refusals (12)	7%
May	342	Approvals (324)	95%
		Refusals (18)	5%
June	640	Approvals (587)	92%
		Refusals (53)	8%
July	781	Approvals (702)	90%
		Refusals (79)	10%
August	961	Approvals (872)	91%
		Refusals (89)	9%
September	1,121	Approvals (1,018)	91%
		Refusals (103)	9%
October	1,266	Approvals (1,141)	90%
		Refusals (125)	10%
November	1,407	Approvals (1,241)	88%
		Refusals (166)	12%
December	1,513	Approvals (1,329)	88%
		Refusals (184)	12%
January 2017	1,615	Approvals (1,411)	87%
		Refusals (204)	13%
February	1,738	Approvals (1,511)	87%
		Refusals (227)	13%

## Newry, Mourne & Down District Council – February 2017

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### DECISIONS ISSUED FROM 1 April 2016 to 28 February 2017



### 6. Enforcement Live cases

Month 2016/17	<=1yr	1-2 yrs	2-3 yrs	3-4 yrs	4-5 yrs	5+yrs	Total
April	185	119	97	56	23	78	558
May	190	113	101	58	24	77	563
June	217	119	104	56	27	79	602
July	220	117	94	64	28	77	600
August	231	125	87	72	32	75	622
September	240	129	86	83	35	77	650
October	248	129	90	84	34	80	665
November	285	126	90	83	35	77	696
December	283	133	82	85	37	83	703
January 2017	296	129	90	87	41	84	727
February	301	135	91	90	46	83	746

## Newry, Mourne & Down District Council – February 2017

### 7. Planning Committee

Month	Number of Applications presented to Committee	Number of Applications Determined by Committee	Number of Applications Withdrawn/ Deferred for future meeting
13 April 2016	14	11	3
27 April 2016	10	5	5
11 May 2016	15	13	2
26 May 2016	17	12	5
8 June 2016	13	9	4
29 June 2016	35	25	10
6 July 2016	22	9	13*
3 August 2016	27	14	13
10 August 2016	4	2	2
31 August 2016	12	10	2
28 Sept & 5 Oct 2016	59	31	28
26 October 2016	30	21	9
10 November 2016	30	23	7
23 November 2016	31	22	9
7 December 2016	30	14	16
21 December 2016	22	14	8
18 January 2017	34	19	15
2 February 2017	36	22	14
15 February 2017	29	17	12
<b>Totals</b>	<b>470</b>	<b>293</b>	<b>177</b>

\*2 Applications called in by DfI

### 8. Appeals

#### Planning Appeal Commission Decisions issued during February 2017

Area	Number of current appeals	Number of decisions issued	Number of decisions Allowed	Number of decisions Dismissed	Other decisions
Newry & Mourne	27	5	0	5	0
Down	6	3	1	2	0
<b>TOTAL</b>	<b>33</b>	<b>8</b>	<b>1</b>	<b>7</b>	<b>0</b>



## Newry, Mourne & Down District Council – February 2017

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### 9. Statutory Targets Performance Data

Statutory targets monthly update to April to January 2017  
(unvalidated management information)  
Newry, Mourne and  
Down

	Major applications (target of 30 weeks)			Local applications (target of 15 weeks)			Cases concluded (target of 39 weeks)		
	Number decided / withdrawn <sup>1</sup>	Average processing time <sup>2</sup>	% of cases processed within 30 weeks	Number decided / withdrawn <sup>1</sup>	Average processing time <sup>2</sup>	% of cases processed within 15 weeks	Number brought to conclusion <sup>3</sup>	"70%" conclusion time <sup>3</sup>	% of cases concluded within 39 weeks
April	3	42.6	33.3%	164	31.0	18.9%	13	37.2	69.2%
May	2	149.3	0.0%	168	25.5	23.8%	31	92.5	45.2%
June	4	68.9	0.0%	285	27.0	22.5%	2	0.0	0.0%
July	1	159.2	0.0%	133	22.4	36.8%	25	83.4	44.0%
August	3	90.0	0.0%	173	19.4	42.8%	-	0.0	0.0%
Sept	6	163.4	0.0%	158	19.5	42.4%	7	42.0	71.4%
Oct	1	75.2	0.0%	129	16.4	47.3%	4	19.8	100.0%
Nov	2	121.6	0.0%	145	28.0	33.1%	23	58.4	39.1%
Dec	1	30.0	100.0%	108	22.8	39.8%	22	29.6	81.8%
Jan	1	80.2	0.0%	101	23.4	35.6%	7	30.8	85.7%
Feb	-	0.0	0.0%	-	0.0	0.0%	-	0.0	0.0%
Mar	-	0.0	0.0%	-	0.0	0.0%	-	0.0	0.0%
<b>Year to date</b>	<b>24</b>	<b>87.5</b>	<b>8.3%</b>	<b>1,572</b>	<b>23.4</b>	<b>34.2%</b>	<b>134</b>	<b>54.0</b>	<b>58.2%</b>

Source: NI  
Planning Portal

#### Note

1. CLUDS, TPOS, NMCS and PADS/PANs have been excluded from all applications figures
2. The time taken to process a decision/withdrawal is calculated from the date on which an application is deemed valid to the date on which the decision is issued or the application is withdrawn. The median is used for the average processing time as any extreme values have the potential to inflate the mean, leading to a result that may not be considered as "typical".
3. The time taken to conclude an enforcement case is calculated from the date on which the complaint is received to the earliest date of the following: a notice is issued; proceedings commence; a planning application is received; or a case is closed. The value at 70% is determined by sorting data from its lowest to highest values and then taking the data point at the 70th percentile of the sequence.

## Record of meetings between Planning Officers and Public Representatives

DATE OF MEETING	PLANNING OFFICER'S NAME/S	PUBLIC REPRESENTATIVE'S NAME
8/01/2016	A McKay, P Rooney, D Watson	Seán Rogers MLA, Cllr Willie Clarke, Cllr Mark Murnin
12/01/2016	P Rooney, M Keane	Cllr Stephen Burns
14/01/16	A McKay	Margaret Ritchie MLA
20/01/2016	P Rooney	Cllr Cadogan Enright
25/01/2016	D Watson	Margaret Ritchie MLA
27/01/16	M Keane	Seán Rogers MLA
17/02/16	Jacqui McParland	Declan McAteer
19/02/16	Jacqui McParland	Jarlath Tinnelly
22/02/16	Jacqui McParland	Michael Ruane
22/02/16	Jacqui McParland	Gillian Fitzpatrick
24/02/16	David Watson	Seán Rogers MLA
25/02/16	Andrew Hay, James King	Seán Rogers MLA
25/02/2016	Annette McAlarney	Seán Rogers MLA
25/02/16	Anthony McKay	Margaret Ritchie MLA
26/02/16	M Keane	Cllr McGrath
15/03/16	J McParland	Cllr M Ruane
16/03/2016	J McParland	Sean Rogers
25/03/16	A Davidson	Cllr Taylor
30/03/16	J McParland	Seán Rogers MLA
5/4/16	A McKay	Seán Rogers MLA
8/4/16	A McKay	Margaret Ritchie MLA
12/04/2016	Annette McAlarney	Cllr Curran
14/04/2016	J McParland	Cllr Declan McAteer
25/04/2016	J McParland	Cllr Tinnelly
27/04/2016	J McParland	Cllr Tinnelly
28/04/2016	Annette McAlarney	Cllr Burgess
29/04/2016	Annette McAlarney	Cllr McGrath
18/05/2016	Annette McAlarney	Cllr Curran
23/05/2016	A McKay	Cllr Ó Gribín
10/6/16	P Rooney & J McParland	Carla Lockhart MLA
14/06/2016	J McParland	Cllr Quinn
14/06/2016	J McParland A McKay P Rooney	Cllr Tinnelly
15/6/16	P Rooney	Cllr G Fitzpatrick
15/06/2016	P Rooney A McKay	Harold McKee MLA, J Tinnelly & G Fitzpatrick
16/06/2016	J McParland	Cllr Quinn
20/06/2016	Clare Miskelly	Cllr Dermot Curran
21/06/2016	J McParland	Cllr Taylor
21/06/2016	J McParland	Cllr Hanna
27/06/2016	J McParland	Cllr Tinnelly

## Record of meetings between Planning Officers and Public Representatives

30/06/2016	A McKay	Margaret Ritchie MP
4/07/2016	Andrew Hay	Jim Shannon MP
08/07/2016	J McParland	Cllr Quinn Cllr Doran
14/07/2016	P Rooney	Cllr W Clarke
21/07/2016	Anthony McKay	Margaret Ritchie MP
26/7/2016	J McParland	Sean Doran
27/07/2016	J McParland	J Tinnelly
08/08/2016	J McParland	J Tinnelly
8/08/16	A Hay M Keane	Colin McGrath MLA
11/08/16	Andrew Hay	Cllr Walker Cllr Curran
25/08/16	Anthony McKay	Cllr O'Gribin
30/08/16	Pat Rooney	Cllr Ruane
1 /9/16	Anthony McKay	M Ritchie MP
02/09/2016	A McAlarney Mark Keane	Cllr Willie Clarke
02/09/2016	A McAlarney	Cllr Willie Clarke
06/09/2016	Pat Rooney/Andrew Davidson	Cllr Terry Hearty
08/09/2016	Annette McAlarney Catherine Moane	Colin McGrath MLA
08/09/2016	Pat Rooney	Cllr David Taylor MLA and Danny Kennedy MLA
14/9/16	Pat Rooney	Cllr Terry Hearty
14/9/16	Anthony McKay	Wm Erwin MLA
15/09/2016	Pat Rooney	Cllr Terry Hearty
23/09/2016	Pat Rooney/Andrew Davidson	Harold McKee MLA, David Taylor MLA
29/09/2016	Pat Rooney	Cllr Terry Hearty
11/10/16	Andrew Davidson	Cllr Tinnelly
13/10/16	Andrew Hay	Margaret Ritchie MP
14/10/16	Pat Rooney & Andrew Davidson	Justin McNulty MLA
14/10/2016	Jacqui McParland	Cllr B Quinn
17/10/2016	Annette McAlarney	Cllr Curran
18/10/2016	Jacqui McParland	Cllr Doran
01/11/2016	Annette McAlarney	Cllr Harvey & Cllr Walker
3/11/16	Anthony McKay	Margaret Ritchie MP
07/11/2016	Jacqui McParland Anthony McKay	Cllr Reilly
	Anthony McKay	Cllr Naomi Bailie
11/11/2016	Annette McAlarney	Cllr Walker
14/11/2016	Annette McAlarney	Cllr Andrews
18/11/2016	Annette McAlarney	Cllr Walker
18/11/2016	Annette McAlarney	Colin McGrath MLA
24/11/2016	David Watson	Colin McGrath MLA
24/11/2016	Anthony McKay	M Ritchie MP

## Record of meetings between Planning Officers and Public Representatives

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25/11/2016	Jacqui McParland	Cllr Taylor
02/12/2016	Annette McAlarney	Cllr Andrews and Walker
15/12/16	Anthony McKay	Margaret Ritchie MP
5/1/17	Anthony McKay	Margaret Ritchie MP
20/02/2017	Annette McAlarney	Jim Shannon MP
22/02/2017	Annette McAlarney	Cllr Curran
24/02/2017	Annette McAlarney	Cllr Sean Doran
06/02/2017	Annette McAlarney	Cllr William Walker

<b>Report to:</b>	Regulatory & Technical Services Committee
<b>Date of Meeting:</b>	22 <sup>nd</sup> March 2017
<b>Subject:</b>	Proposed Electrical Mini Pillar Installation at Hillside Drive, Kilkeel
<b>Reporting Officer</b>	Canice O'Rourke
<b>Contact Officer</b>	Kevin Scullion

**Decisions required:** Members are asked to note the contents of the report, and consider and agree to the recommendations contained within Appendix 1.

<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>In 2014 Newry and Mourne District Council gave consideration to a request from Newry Street Unite, a local community group based in the Hillside Drive area of Kilkeel, to install an electric mini pillar on Council property which could be used by the group to provide electricity for outdoor events which the local group organises. Currently the local group hires in portable electric generators to supply electricity for their community events.</p> <p>Two applications for NIE connection to this site have been made by the Council to ascertain the connection charge and a scheme of works has been drawn up for completion of the project. An application was made seeking 69 kVA which is a large supply that would be able to accommodate all activities proposed for the site, all running at the same time. However NIE advised their existing infrastructure / equipment would require upgrading to provide this level of supply and quoted a cost of £19,292.26 plus vat. A second application was made to utilise the maximum amount of spare capacity available from the existing NIE infrastructure, 10 kVA approximately. NIE quote £742.49 plus Vat for this. A quote of £4,630 has been obtained from an electrical contractor to supply and install the works. Approx. grand total = £5,372.49.</p> <p>10 kVA equates to 43 amps single phase. For comparison, an average house uses 80 – 100 amps. The proposed supply therefore would be limited and would not be able to run all the activities and equipment being used by the community group (bouncy castles, funfair wheel, catering, PA system etc.), all at the same time. It is therefore likely that a number of the proposed hired entertainments, such as bouncy castles, would still need to be run from a generator if the 10 kVA option is installed.</p> <p>The community group has secured funding of £349,000 from Big Lottery Fund to build a community building on this land. It is a condition of the funding that the building is completed by April 2018.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<p>No current budget to undertake the proposed project.</p> <p>The external power supply facility would be better provided as part of the new community building as the NIE infrastructure will need to be upgraded to service the new</p>

	<p>community building, which would enable a larger external supply (69 kVA) to also be provided. The current NIE infrastructure will only allow a limited external supply (10 kVA).</p> <p>No agreement as to who will be responsible for electricity costs arising from local community group usage of any facility provided.</p> <p>There is no current Council policy with regard to management of such facilities – including health &amp; safety implications.</p> <p>There will be on going responsibility on Council to maintain the facility which will include an annual electrical safety inspection.</p>
<b>3.0</b>	<b>Recommendations:</b>
3.1	Given that a new community building is to be constructed at this location it is recommended that a new 10 kVA external power supply is not provided at this stage but that a new, large external power supply is provided with the construction of the new community building
<b>4.0</b>	<b>Resource implications</b>
4.1	None
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	None
<b>6.0</b>	<b>Appendices</b>
	None



## 1.0 Building Regulations Report – Matters for Noting

### 1.1 Number of Building Regulation Applications Received

**1 Sept 2016 – 28 Feb 2017**  
1412

**1 Sept 2015 - 29 Feb 2016**  
1400

### 1.2 Fees Received

**1 Sept 2016 – 28 Feb 2017**  
Plan Fee £126,589.13  
Inspection Fee £254,720.49  
Total £381,309.62

**1 Sept 2015 - 29 Feb 2016**  
Plan Fee £80,480.48  
Inspection Fee £287,601.51  
Total £368,081.99

### 1.3 Site Inspections carried out

**1 Sept 2016 – 28 Feb 2017**  
6,133

**1 Sept 2015 - 29 Feb 2016**  
6,596

### 1.4 Performance

Due to some staff being off on long term sick leave, not all of the Performance Indicators within our Service Level Agreement are being met.

## 2.0 Enforcement

Number of premises visited to assess extent of unauthorised works between September 2016 and February 2017 = 20

115 Dublin Road, Newry	First floor development	Resolved
13 Sugar Island, Newry	Internal fit out	Witness statement being prepared
45 Dromara Road, Dundrum	Two storey detached garage	With legal services
50a & 50g Belfast Road, Newry	Fit out / alterations	Resolved
2 Clonmore Road, Newry	New garage	Resolved
Sugar Island, Newry	Internal fitting out	Reminder letter sent
51 Monaghan Street, Newry	Alterations and extension	Resolved

Units 9 & 10 Shepherds Way, Carnbane Industrial Estate	Alterations and fitting out	Resolved
29 Rath Road, Warrenpoint	Change of use to childrens indoor play area	Resolved
26 Damolly Village, Newry	Stove installation	Witness statement being prepared
20 Carnbane Way, Newry	Storage / retail occupied	Resolved
18 Violet Hill Avenue, Newry	Kitchen opening to hall	Reminder letter sent
61 Annacloy Road, Downpatrick	Industrial unit	Reminder letter sent
213 Derryboy Road, Crossgar	Industrial unit	Reminder letter sent
72 Kinghill Avenue, Newcastle	Attached garage	28 day timeframe not expired
15 Carrickasticken Road, Forkhill	Change of use from barn to dwelling	28 day timeframe not expired
9 Altnaveigh Road, Newry	Workshop	28 day timeframe not expired
9 Altnaveigh Road, Newry	Detached dwelling	28 day timeframe not expired
9 Altnaveigh Road, Newry	Detached garage	28 day timeframe not expired
9 Altnaveigh Road, Newry	Offices	28 day timeframe not expired

### 3.0 Dangerous Structures

Number of premises identified as dangerous structures between March 2016 and August 2016 = 8



119-121 Main Street, Dundrum	Loose roof slates	Resolved
35a Old Belfast Road, Downpatrick	Rubble embankment	Resolved
54 Bryansford Village, Bryansford	Loose masonry	Resolved
3 Kildare Street, Newry	Sign fallen onto footpath	Resolved
The Harbour, Annalong	Derelict building	Resolved
21 The Orchard, St Leonards, Warrenpoint	Car driven into ground floor apartment	Resolved
78 Main Street, Killough	Loose slates	Resolved
2 Shore Road, Annalong	Loose slates	Resolved

#### 4.0 Property Certificates

Property certificates responded to date.

**1 Sept 2016 – 28 Feb 2017**

1316

**1 Sept 2015 – 29 Feb 2016**

1204

#### 5.0 Fire Risk Assessments

Due to some staff being off on long term sick leave, no fire risk assessments have been carried out during the past 6 months.

#### 6.0 Vacant Property Inspections

Vacant property inspections were carried out and an additional income from Tranche 1 of £31,413.72 will be forwarded to the Council.

Vacant property inspections were carried out for Tranche 2 and an additional income of £4,712.00 will be forwarded to the Council.

## 7.0 Energy Performance of Buildings (EPB) Checks

### ESTATE AGENTS

- \* Total no of agents checked (on site/ website) - 25
- \* Total number of non-compliance - 107
- \* Number of first warning letters issued - 20
- \* Number of successful first warning letters – 15
- \* Number of second warning letter issued - 5
- \* Number of successful second warning letters - 5

### DISPLAY ENERGY CERTIFICATES (DEC's)

- \* Number of buildings visited - 33
- \* Number of buildings checked on Landmark - 71
- \* Number of buildings compliant on Landmark & on site - 33
- \* Number of 2 month expiry letters issued - 37
- \* Number of first warning letters issued - 93
- \* Number of successful first warning letters - 80
- \* Number of second warning letters issued – 13

### AIR CONDITIONING

- \* Number of air con buildings checked on landmark - 80
- \* Number of air con buildings compliant – 77
- \* Number of first warning letters issued - 3
- \* Number of successful first warning letters - 1
- \* Number of second warning letters issued – 2

### EPCs RECEIVED (ON CONSTRUCTION)

- \* Number of new dwelling EPC's checked on Landmark – 223

## **8.0 Authorisation of Officers**

In accordance with the Council's procedure for the Scheme of Delegation of Officers approved at the Council AGM on 31 March 2015, it was agreed that the Director of Regulatory and Technical Services be given delegated powers for the functions of the Directorate and to authorise Officers to discharge their general duties under relevant legislation with immediate effect.

The list of Legislation noted under the Licensing Section has been updated to reflect the introduction of new Legislation namely The Pavement Café Act and The Road Closures Act; refer to Appendix 1 for the full list of Authorisation of Officers under the Scheme of Delegation.

**Recommendation:  
For Noting**

**Colum Jackson  
Assistant Director of Regulatory & Technical Services**

## AUTHORISATION OF OFFICERS

In accordance with the Council's procedure for the Scheme of Delegation of Officers approved at the Council AGM on 31 March 2015, Council minute reference C4/2015, it was agreed that the Director of Regulatory and Technical Services be given delegated powers for the functions of the Directorate and to authorise the following Officers to discharge their general duties under the relevant legislation with immediate effect.

- The Assistant Director of Building Control and Regulation
- The Head of Service for Building Control and Regulation
- Senior Building Control Surveyors
- Building Control Surveyors
- Energy Performance of Buildings Officer
- The Head of Service for Licensing
- The Senior Licensing Officer
- The Licensing Officers
- Dog Wardens

The above Officers are authorised under the following Legislation:-

### Building Control

- The Building Regulations (Northern Ireland) Order 1979
- The Building Regulations (Northern Ireland) as amended
- The Building Regulations (Prescribed Fees) Regulations (Northern Ireland) 1997 as amended
- The Energy Performance of Buildings (Certificates of Inspections) Regulations (Northern Ireland) 2008 as amended
- The Towns Improvement Clauses Act 1847
- The Towns Improvement (Ireland) Act 1854 – Section 39
- The Public Health Act Amended Act 1907 – Section 30

### Licensing

- The Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985
- The Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995
- Cinemas (Northern Ireland) Order 1991
- Petroleum (Consolidation) Act (Northern Ireland) 1929 and 1937
- Marriage (Northern Ireland) Order 2003
- The Civil Partnership Act 2004
- The Betting, Gaming, Lotteries and Amusement (NI) Order 1985
- Street Trading Act (NI) 2001
- Pavement Cafes Act (Northern Ireland) 2014
- The Roads (Miscellaneous Provisions) (2010 Act) Order (NI) 2017

### Dogs

- Dogs (Northern Ireland) Order 1983, as amended
- Control of Greyhounds, etc. Act (Northern Ireland) 1950
- Dangerous Dogs Compensation and Exemption Schemes Order (Northern Ireland) 1991
- Dangerous Dogs (Northern Ireland) Order 1991

- Dogs (Guard Dog Kennels) Regulations (Northern Ireland) 2013
- Welfare of Animals (Dog Breeding Establishments and Miscellaneous Amendments) Regulations (Northern Ireland) 2013

### Off Street Parking

- The Road Traffic Regulation (NI) Order 1997
- The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010
- The Roads (Northern Ireland) Order 1993
- The Road Traffic Regulation (Northern Ireland) Order 1997

In addition to the above general authorisation, specific levels of authorisation are delegated as follows:-

Function	Delegated Officer
Issuing of Building Regulation Approvals and Certificates	Assistant Director, Head of Service and Senior Building Control Surveyors
Issuing of any Contravention, Enforcement or Legal action on behalf of the Service	Assistant Director and Head of Service for Building Control
Issuing of Dangerous Structures Notices	Assistant Director and Head of Service for Building Control
Issuing of EPB Penalty Charge Notices	Assistant Director and Head of Service for Building Control
Entertainment Licenses, Cinema, Petroleum, Amusement, Places of Marriages, Civil Partnership, Street Trading, Pavement Cafes and Road Closures	Assistant Director and Head of Service for Licensing
Animal Welfare	Assistant Director and Head of Service for Licensing
Building Control Completion Certificate	Assistant Director, Head of Building Control Service, All Senior Building Control Surveyors and All Building Control Surveyors

**Signed:**



**Canice O'Rourke**

**Director of Regulatory and Technical Services Department**

**Date:**

3 / 3 / 2017

Version 4 March 2017

## Licensing Report – Matters for Noting

### 1.0 Application Information

#### 1.1 Application Information

**1 September  
2016 - 28  
February 2017**

Number of Licensing Applications Received and Validated (Entertainment, Cinema, Petroleum, Amusement, Marriage, Street Trading and Dogs)	5902
Number of Licences Granted (Entertainment, Cinema, Petroleum, Amusement, Marriage, Street Trading and Dogs)	5844
Number of Annual Inspections Carried out (including During Performance Inspections)	185

### 2.0 List of Entertainment Licences issued from 1 September 2016 – 28 February 2017

<b>Name of Premises</b>	<b>Address</b>
Catholic Working Mens Club	36 Hill Street, Newry
Pride in Newry Parade and Festival	McClelland Park, Catherine Street, Newry
Clonduff GAC	18 Castlewellan Road, Hilltown
Number 7	7 Duke Street, Warrenpoint
Mr Buzby's	16 The Square, Newtownhamilton
Kilbroney Park Reception Block	Kilbroney Park, Shore Road, Rostrevor
Cloughreagh Community Centre	Millvale Road, Bessbrook
Bessbrook Community Centre	Pond Field, Bessbrook
Kilbroney Bar	31-33 Church Street, Rostrevor
Minnie Doyle's Bar	13-15 Main Street, Hilltown
Hanratty's Bar	7 Newry Street, Crossmaglen
Country Folk Inn	114 Tullyawe Road, Whitecross
Newry Arts Centre	1A Bank Parade, Newry
Newry Town Hall	Bank Parade, Newry
St John Bosco GFC Social Club	10 Water Street, Newry

Continued from Page 1

**Name of Premises****Address**

Warrenpoint Town Hall	Church Street, Warrenpoint
The Phoenix Bar	2 Upper Water Street, Newry
Crossmaglen Community Centre	The Square, Crossmaglen
Doyle's Bar	22 Main Street, Camlough
Newry and Mourne Museum	Bagnels Castle, Castle Street, Newry
St Patricks GFC	Tullynavall Road, Cullyhanna
Kilkeel Sports Centre	Mourne Esplanade, Kilkeel
Dorsey Community Centre	Roxborough Road, Dorsey
Lislea Community Association	7 Mountain Road, Lislea
Lisnamulligan Orange Hall	Lisnamulligan Road, Hilltown
Three Ways Community Centre	Well Lane, Newry
Newry Sports Centre	Patrick Street, Newry
INF Social Club Ballyholland	46 Lower Ballyholland Road, Newry
Silverbridge Resource Centre	Fords Cross, Silverbridge
Newtownhamilton Rural Community Hall	Dundalk Road, Newtownhamilton
Newry Shamrocks GAC Social Club	7 Ballinacraig Way, Newry
Annalong Community Centre	Annalong Marine Park, Annalong
Meadow and Armagh Road Community Centre	Killeavy Road, Newry
Maddens Bar	46A Mill Street, Newry
Boley Inn	19 Main Street, Hilltown
The Rostrevor Inn	33-35 Bridge Street, Rostrevor
Gormans Bar	2 Bavan Road, Mayobridge
Cuchulainn Park Social Club	Cranny Road, Mullaghbawn
The Halfway House	138 Glasdrumman Road, Annalong
Newtownhamilton Community Centre	The Square, Newtownhamilton
Slieve Gullion Courtyard	89 Drumintee Road, Newry
TJ's Pool Hall	9A Margaret Square, Newry
Loanda House Community Centre	Dorans Hill, Newry
The Q Club	2 Basin Quay, Newry
Square 4	4 The Square, Kilkeel
John Moore Wines & Spirits	9A Margaret Square, Newry
INF Glen Club	34 Bridge Street, Rostrevor
Santa's Cottage	Sandbank Road, Hilltown
The Lantern	10 The Square, Crossmaglen
The Mourne Country	52 Belfast Road, Newry
First & Last	24 The Square, Warrenpoint
Grants Bar	4 Tamnaharry Hill, Mayobridge
Irish National Foresters Club	15A William Street, Newry
Carrickcruppen GAA & Social Club	Lowes Lane, Camlough
Cappy Wines and Spirits Ltd	124 Concession Road, Newry

Continued from Page 2

**Name of Premises****Address**

Circus Vegas	Warrenpoint Road, Newry
AOH Hall Glassdrumman	298 Glassdrumman Road, Annalong
Kilmorey Arms Hotel	41-43 Greencastle Street, Kilkeel
Culloville House	61 Concession Road, Culloville
Irish National Foresters	22 Rostrevor Road, Hilltown
Sheepbridge Inn	143 Belfast Road, Newry
Mac's Bar	48 Main Street, Hilltown
Kilmore Rec Football Club	Robert Adam Park, The Square, Crossgar
The Corner Inn	29 Killyleagh Street, Crossgar
The Primose	30 Main Street, Ballynahinch
Burendale Hotel and Country Club	51 Castlewellan, Newcastle
Oasis Retail Services Ltd	Joyland Amusement Centre, 1-7 Central Promenade, Newcastle
Saintfield Parish Church Hall	43-45 Main Street, Saintfield
Magee's Bar	66 Downpatrick Street, Crossgar
St Columba's Hall	3 Drumnaconagher Road, Crossgar
St Mary's Hall	54 Main Street, Newcastle
Kent Amusements	79 Central Promenade, Newcastle
Bryansford GAC	Castlewellan Road, Newcastle
The Lodge Cultural Community and Business Centre	1 Dublin Road, Castlewellan
Ballyward Church Hall	Castlewellan Road, Ballyward
Down Arts Centre	2-6 Irish Street, Downpatrick
Bright Castle Golf Club	14 Coniamstown Road, Downpatrick
Mourne Golf Club	36 Golf Links Road, Newcastle
Saintfield Orange Hall	41 Main Street, Saintfield
Crossgar War Memorial Hall	5 John Street, Crossgar
Downpatrick Cricket Club	2 Strangford Road, Downpatrick
O'Hare's Bar	119-121 Central Promenade, Newcastle
Savages Bar and Banque Night Club	15-19 Main Street, Castlewellan
St Thomas Aquinas Hall	Main Street, Dundrum
Ramery Inn	45 Windmill Street, Ballynahinch
The Avenue Bar	16-18 St Patrick's Avenue, Downpatrick
Anchor Bar	9-11 Bryansford Road, Newcastle
Drumaness Mills Football Club	156A Drumaness Road, Drumaness
Roscós Amusement Centre	15 St Patrick's Drive, Downpatrick
Rafferty Presbyterian Church Hall	Manse Road, Crossgar
Assumption Youth Club	6 Main Street, Saintfield
Curran's Bar and Seafood Steak House	83 Strangford Road, Ardglass
The Green Heights Bar	1 Downpatrick Road, Ardglass
Annesley Hall	3 South Promenade, Newcastle



Continued from Page 3

<b>Name of Premises</b>	<b>Address</b>
Newcastle Centre	10-14 Central Promenade, Newcastle
Ardglass Golf Club	4 Castle Place, Ardglass
Slieve Donard Hotel	Downs Road, Newcastle
Greenans Steakhouse	1D Hilltown Road, Cabra
Avoca Hotel	93-93 Central Promenade, Newcastle
Percy French Restaurant	Downs Road, Newcastle
The Avenue Bar	18 St. Patrick's Avenue, Downpatrick
The Maghera Inn	86 Ballyloughlin Road, Castlewellan
Mooney's Bar	36 Main Street, Castlewellan
The Ramble Inn	122 Vianstown Road, Downpatrick
Finnis Orange Hall	161 Rathfriland Road, Dromara
Central Bar	1 Cross Street, Killyleagh
Ballykinlar GAC	Commons Road, Ballykinlar
Eclipse Cineplex Ltd	5 Owenbeg Avenue, Downpatrick

### **3.0 List of Petroleum Licences issued from 1 September 2016 – 28 February 2017**

<b>Name of Premises</b>	<b>Address</b>
S McConnell & Sons Ltd	184 Carrigenagh Road, Kilkeel
Clonalig Filling Station T/A Dev Oil	124 Concession Road, Crossmaglen
Ardmore PSNI Station	3 Belfast Road, Newry
Safe Ltd	8 Newry Road, Camlough
Narrow Water Service Station	Newry Road, Warrenpoint
Henderson Retail	74-78 Newcastle Road, Kilkeel
Casey's Filling Station	60 Concession Road, Crossmaglen
Casey's Eurospar	8 Newry Road, Crossmaglen
Pointside Service Station	11 Old Warrenpoint Road, Newry
Newry, Mourne and Down District Council	Unit 19, Greenbank Industrial Estate, Newry
Save Oils Ltd	186 Glassdrumman Road, Annalong
Fiveways Shop and Service Station	99-101 Armagh Road, Newry
Greenbank Service Station	7 Warrenpoint Road, Newry
A29 Fuel Centre Ltd	3 Armagh Road, Newtownhamilton
Kellys Point Hire	Milltown Industrial Estate, Warrenpoint
Clonalig Fuels	200A Concession Road, Crossmaglen
Dublin Road Mini Mart	112 Dublin Road, Kilcoo
Huntfield Service Station	26 Belfast Road, Ballynahinch
Saintfield Motor Works	11 Crossgar Road, Saintfield

Continued from Page 4

<b>Name of Premises</b>	<b>Address</b>
Mourne Fresh Foods	14-16 Castlewellan Road, Newcastle
Dufferin Garage	6-8 Cross Street, Killyleagh
Bells Crossgar Motors	1 Downpatrick Road, Crossgar
Thomas Duffy & Sons	25 Castle Street ,Killough
Asda Filling Station	Ballyduggan Road, Downpatrick
Ballykinlar Service Station	Commons Road, Ballykinlar
Henderson Retail Ltd	4 Downpatrick Road, Killyleagh
Central Garage	21 Killyleagh Street, Crossgar
Maxol Oil Ltd	New Bridge Street, Downpatrick
Carlisle Brothers	91 Belfast Road, Ballynahinch
McKibben Motors	12 Main Street, Dundrum
Fresh Food Centre	7 Dublin Road, Castlewellan

#### **4.0 List of Amusement Permits issued from 1 September 2016 – 28 February 2017**

<b>Name of Premises</b>	<b>Address</b>
Oasis Gaming Centre	4 Margaret Square, Newry
The Q Club	2 Basin Quay, Newry
Kent Amusements	77-79 Central Promenade, Newcastle
Roscosp Amusement Arcade	15 St Patrick's Drive, Downpatrick

#### **5.0 Breakdown of Animal Welfare calls in Newry, Mourne and Down**

**01 September  
2016 - 28  
February 2017**

##### **5.1 Animal Welfare Calls**

Total number of calls for Northern Ireland	2963
Total number of calls received to date by Southern Region Area	565
Number of calls for Newry, Mourne and Down District area	214
Completed calls for Newry, Mourne and Down District area	186

##### **5.2 Animal Welfare Cases**

Number of animal welfare cases in Northern Ireland	2432
Number of animal welfare cases in Southern Region group	496

Number of animal welfare cases in Newry, Mourne and Down District Council	188
Number of calls that are not animal welfare cases	26

### 5.3 Breakdown of Animal Welfare Cases

Total number of animal welfare cases in Northern Ireland	188
Number of animal welfare cases closed in Northern Ireland	160
Number of animal welfare cases open in Southern Region group	28

### 5.4 Breakdown of Visits and Actions

Number of visits carried out	333
Improvement Notices	19
Number of cases of animals seized	5

## 6.0 Enforcement Action Taken Welfare of Animals (NI) Act 2011

A Downpatrick resident was convicted of 3 charges in relation to the welfare of animals. They received a £150 fine on each charge and received a disqualification order for 3 years from owning or keeping any animal. Legal costs in favour of the Council were awarded totalling £116. An offender's levy of £15 was also imposed.

## 7.0 Car Park Extension to Agency Agreement with Transport NI

Commencing 1<sup>st</sup> November 2016, the Council extended the present Agency Agreement with Transport NI, with NSL remaining as the Service Provider, administering the full range of Car Park services as follows:

- Enforcement of parking legislation. (Inclusive of Penalty Charge Notices, vehicle removal).
- The provision and maintenance of parking equipment (Pay & Display machines).
- Cash collection and reconciliation services.
- Penalty Charge Notice processing and debt collection.

- Cashless payments.
- Performance reporting.
- All complaint handling in relation to the above mentioned services.

This extension to the agreement will operate for a 3 year period, hence remaining in force until 31<sup>st</sup> October 2019.

## 8.0 Car Park Lighting

In continuance with the full transfer of the Off Street Parking Function to Council from The Department of Infrastructure (DFI), car park lighting is now ready for hand over to Council. DFI have isolated the car park lighting from the street lighting supply, by installing mini pillars at each site.

The Council are now in the process of registering the sites in the Council name and will shortly undertake responsibility for the payment of the electricity supply, associated maintenance and public liability.

## 9.0 Street Nameplates

### 9.1 Street Nameplates

**1 September  
2016 - 28  
February  
2017**

Nameplates Requests Received	70
Nameplates Ordered	57
Nameplates confirmed as being erected	69

## **10.00 List of Single Language Nameplates erected from 1 September 2016 to 28 February 2017**

### **Street Name**

Johnstons Terrace, Newry

Irvington Park, Kilkeel

Dromore Ridge, Warrenpoint

St. Patricks Terrace, Attical

Lesh Lane, Newry

Cecil Street, Newry

Shaughan Road, Newry

Quarry Road, Newry

Hollyridge Lane, Newry

Knockduff Road, Newry

Kilmonaghan Road, Newry

Grove Road, Annalong

Upper Leitrim Road, Kilkeel

Tullywinney Hill, Camlough

Brackenagh East, Kilkeel

Mill River Close, Ardglass

Jordanstown leading to Jordans Close, Downpatrick

Shore Road, Strangford

Old Coach Way leading to Old Coach Lane, Saintfield

Old Coach Lane, Saintfield

Ardglass Road, Kilclief

Stella Maris Street leading to Elliots Court, Strangford

Drumgooland Road, Seaforde

Saul Meadows, Downpatrick

Ballymote Park, Downpatrick

Islandbane Walk leading to Ballymote Park

Rathkeltair Terrace, Downpatrick

Mount Crescent, Downpatrick

## **11.0 Requests for Dual Language Nameplates**

### **11.1 Munro Villas, Kilkeel**

It was approved to erect a Dual-language street nameplate at Munro Villas, Kilkeel, following a request from an occupant; a postal survey was initiated by the Licensing Section, to each occupier at Munro Villas, Kilkeel.

30 questionnaires were posted to same amount of properties in Munro Villas, Killeel (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

## **11.2 Lurganahone Road, Rathfriland**

It was approved to erect a Dual-language street nameplate at Lurganahone Road, Rathfriland following a request from an occupant; a postal survey was initiated by the Licensing Section, to each occupier at Lurganahone Road, Rathfriland.

37 questionnaires were posted to same amount of properties in Lurganahone Road, Rathfriland (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

## **12.0 Postal Numbering**

### **12.1 Postal Numbering**

**1 September 2016  
– 28 February  
2017**

Allocation of New Postal Address

201

Postal queries responded to

215

Postal queries are address queries from Pointer, Land and Property services and queries from members of the public.

## **13.0 Requests for Development Naming**

### **13.1 Maghery Way, Killeel**

The name 'Maghery Way' was approved for the proposed development at Newry Road, Killeel by McKinley Contracts.

The proposal met the Street Naming Criteria as 'the name reflects the local townland name'.

The proposed development is situated in the townland of magheramurphy and the area is known locally as 'Maghery', hence the name Maghery Way.

### **13.2 Hillcrest Brae, Bessbrook**

The name 'Hillcrest Brae' was approved for the proposed development at McKnights Hill, Bessbrook by Lotus Homes.

The proposal met the Street Naming Criteria as 'the name reflects a local geographical feature'.

The proposed development is situated on a hill and the word 'brae' is associated with Hill, which is derived from Scottish and northern English place names.

### **13.3 Ard Brid, Newry**

The name 'Ard Brid' was approved for the proposed development at Armagh Road, Newry by PC Plant.

The proposal met the Street Naming Criteria as "the name reflects a local historical feature'.

The proposed development is elevated and is over looking St Bridgets Church, hence the name Ard Brid.

### **13.4 Viaduct Mews, Bessbrook**

The name 'Viaduct Mews' was approved for the proposed development at Millvale Road, Bessbrook by MAY Developments NI Ltd

The proposal met the Street Naming Criteria as 'the name reflects a local historical feature'. The development is adjacent to the local landmark, Newry Viaduct, hence the name Viaduct Mews.

### **13.5 Hillcrest Heights, Bessbrook**

The name 'Hillcrest Heights' was approved for the proposed development at McKnights Hill, Bessbrook by Lotus Homes.

The proposal met the Street Naming Criteria as 'the name reflects a local geographical feature'. This is the second phase of the development by Lotus Homes under the 'Hillcrest' developments proposals. The proposed development is situated on a hill, hence Hillcrest Heights.

### **13.6 Rathmore Close, Warrenpoint**

The name 'Rathmore Close' was approved for the proposed development at Rathmore, Warrenpoint by McKinley Contracts.

The proposal met the Street Naming Criteria as 'the prefix of the name can only be the same as an existing street or road name prefix in the locality if it is accessed from that street or road. Access off the existing development is named 'Rathmore', hence the name Rathmore Close.

### **13.7 Beech Wood, Newry**

The name 'Beech Wood' was approved for the proposed development at Warrenpoint Road, Newry by Kelly Brothers.

The proposal met the Street Naming Criteria as 'the name reflects a local historical feature'. The old property this development is replacing was called 'Beech Wood'.

### **13.8 Quarter Gate, Downpatrick**

The name 'Quarter Gate' was approved for the proposed development at Flying Horse Road, Downpatrick by KAP Properties Ltd.

The proposal met the Street Naming Criteria as 'it reflects the local townland name'. The boundary of the townland Saul Quarter crosses the entrance road of the development, hence the name Quarter Gate.

### **13.9 Spa Manor, Ballynahinch**

The name 'Spa Manor' was approved for the proposed development at Ballymaglave Road, Ballynahinch by Patrick Savage.

The proposal met the Street Naming Criteria as 'it reflects the local townland name, or local geographical/ topographical feature or social or historical feature'.

The development is located at the heart of Spa Village immediately across from Spa Primary School and Spa Presbyterian Church and in the vicinity of the historic Spa Wells. The development is located in close proximity to the housing development Spa Grange.



### **13.10 Castlenavan Close, Downpatrick**

The name 'Castlenavan Close' was approved for the proposed development at Loughinisland Road, Downpatrick by Eugene Flynn.

The proposal met the Street Naming Criteria as 'it reflects the local townland name, or local geographical/ topographical feature or social or historical feature.'

The new development incorporates the townland that the site is in.

### **13.11 Ballymaglave Court, Ballynahinch**

The name 'Ballymaglave Court' was approved for the proposed development at Antrim Road, Ballynahinch by Choice Housing.

The proposal met the Street Naming Criteria as 'it reflects the local townland name, or local geographical/ topographical feature or social or historical feature.'

The new development incorporates the townland that the site is in.

### **13.12 Grand Jury Lane, Saintfield**

The name 'Grand Jury Lane' was approved for the proposed development at Old Grand Jury Road, Saintfield by Dromara Developments Ltd.

The proposal met the Street Naming Criteria as 'it reflects the local townland name, or local geographical/ topographical feature or social or historical feature.' The new development is accessed off the Old Grand Jury Road, hence the name Grand Jury Lane.

**Recommendation:  
For Noting**

**Signed  
Colum Jackson  
Assistant Director of Regulatory & Technical Services**

**HISTORIC****ACTION SHEET – REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING****22 March 2017**

<b>Minute Ref</b>	<b>Subject</b>	<b>Decision</b>	<b>Lead Officer</b>	<b>Actions taken/ Progress to date</b>	<b>Remove from Action Sheet Y/N</b>
		<b>RTS MEETING – 18 MAY 2016</b>			
<b>RTS/77/2016</b>	<b>Additional Off-road car parking at Kilbroney Municipal Cemetery, Rostrevor</b>	<b>Officers undertake a feasibility study into request to provide additional off street car parking at Kilbroney Municipal Cemetery, Rostrevor, and as part of the study to consider best use of the piece of ground identified for possible parking as opposed to using the greenfield site.</b>	<b>K Scullion</b>	<b>No progress to report as yet.</b>	<b>N</b>
<b>RTS/78/2016</b>	<b>Council Public Amenity Space near the Council public toilets at Castlewellan</b>	<b>Officers investigate options for securing amenity space near Council public toilets Castlewellan and report back to Committee.</b>	<b>K Scullion</b>	<b>Four Benches installed. Planter to be installed in Spring Summer.</b>	<b>Y</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>Also agreed officers investigate what happened to the bangor blue slates formerly on roof of building recently renovated.</p>		<p>It was further agreed that the suggestion of providing dancing fountains in Castlewellan Square would be investigated.</p>	<p>N</p> <p>N</p>
RTS/87/2016	Tender for final capping at Drumanakelly Landfill Site	Agreed to tender for the final capping at Drumanakelly Landfill Site		Part 4 capping to start during March 2017. Part 5 to start beginning of May and finish in June 2017.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>RTS MEETING – 20 APRIL 2016</b>			
RTS/60/2016	Opening and closing of toilets in Newcastle	An audit/review of all Council owned toilets be carried out looking at issues such as usage; consultation with users; possibility of charging a minimal fee for usage with any money raised to be put back into upgrading toilet facilities; details of cleaning schedules; opening/closing times; extended opening hours during busy periods. A report be brought back to a subsequent R&TS Meeting on these issues.		Ongoing.  Collating data in relation to public toilet provision.	N
		<b>RTS MEETING – 9 DECEMBER 2015</b>			
RTS/140/2015	Application for funding to provide a pathway to Dechomet Graveyard.	Officials investigate if there were other Council owned graveyards that had access issues.		Report to be provided in November 2016.	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/142/2015	Old Furniture at Council Recycling Sites	Council adopt a policy that people leaving old furniture at Council amenity sites be given the opportunity to donate it to charity and that expressions of interest be sought from charitable organisations to collect this furniture for upgrading and re-use.		Ongoing. Putting together expressions of interest document. To go out during April.	N
		<b>RTS MEETING – 18 NOVEMBER 2015</b>			
RTS/122/2015	Improvements to grass verge at entrance to Ardglass.	Council Officers, in conjunction with Transport NI and relevant private landowners, meet to discuss what improvement can be carried out to this area.	K Scullion	Further discussed at RTS 21/9/16 and 23/11/16. Agreed that details of how much was being spent on the upkeep of non-council lands be provided along with a map of each location.	Y

<b>Minute Ref</b>	<b>Subject</b>	<b>Decision</b>	<b>Lead Officer</b>	<b>Actions taken/ Progress to date</b>	<b>Remove from Action Sheet Y/N</b>
				An active community group would be identified to take ownership and civic pride in the areas of grass verges at the entrance to Ardglass and assistance be sought from the DEA Co-ordinator to draw down funding for planting.	<b>N</b>
<b>RTS/123/2015</b>	<b>Lease agreement – Hilltown Handball Court</b>	<b>Council enter into a lease agreement in respect of Hilltown Handball Court.</b>	<b>K Scullion</b>	<b>In progress - issue with right of way.</b>	<b>N</b>
<b>RTS/124/2015</b>	<b>Bus Shelter requests</b>	<b>Councillor Casey referred to the bus shelter on the Old Warrenpoint Road and said it was being used for anti-social behaviour purposes - officials investigate if this could be</b>	<b>K Scullion</b>		<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>moved and report back to the Committee.</p> <p>Councillor Casey asked if officials could investigate if a bus shelter could be provided on the Drummond Road, off the Armagh Road if this area was in the Newry, Mourne and Down Council area.</p> <p>A letter to Transport NI asking them to provide financial assistance to the Council for the provision of bus shelters as it was their policy to encourage the public to use public transport.</p>		<p>Being considered under current policy requirements.</p> <p>Email issued on 13/10/16. Provided Council list of requests. Response received 27/2/17. Placed on Translink list but no decision on funding any at present pending award of new contract.</p>	<p>N</p> <p>Y</p>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/125/2015	Proposed extension to Struell Cemetary	To approve the report and recommendations for the issue of a tender or a main contractor to carry out the works at Struell Cemetery for a proposed extension at an estimated cost of £125,000 and also to reallocate £125,000 from the Capital Budget 2015/2016 to Capital Budget 2016/2017 for expenditure on the proposed extension to Lough Inch Cemetery.	K Scullion	Extension to Struell Cemetery complete.  Planning approval received for extension to Loughinch and £125,000 budget secured in 2017/18 for this project.	Y
		<b>RTS MEETING – 23 SEPTEMBER 2015</b>			
23 September 2015	Picnic tables at Lindsey's Hilltown	Officials re-investigate the possibility of replacing missing picnic tables at this location.	K Scullion	Two picnic tables have remained in place since being concreted in-situ. Plan to add further tables in Spring Summer 2017.	Y



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Council's Maintenance Inspection Officers investigate the closing off of a road/access route with boulders on the Leode Road, Hilltown and report back to Councillor Fitzpatrick as to who would be responsible for removing these boulders.	C Murphy	Access restored. Being investigated as a potential ROW.	Y
<b>RTS MEETING 19 AUGUST 2015</b>					
RTS/63/2015	Dechomet Graveyard, Ballyward – Capital Scheme for Pathway Access	Council officers explore the possibility of sourcing funding for this work from a specific stream within the Big Lottery Heritage fund and report back to the Committee.	K Scullion	Funding application submitted but not supported. Project continues under Council's Capital Programme.	Y

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

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/44/2015	Proposed Mini Pillar installation at Hillside Drive, Kilkeel	Permission for Council officials to review 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.	K Scullion	Report being provided to March 2017 Committee meeting.	N
RTS/46/2015	Summary Review Report – Reservoir Bill (NI) Future	To include the costs of this survey work in the 2016/17 Rate Estimates with a view to carrying out the Reservoir Surveys in the Spring of 2016.		Estimates costs will be added for consideration to next year's budget estimates.	N