

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Neighbourhood Services Committee Meeting held on Tuesday 17 September 2019 at 6.00pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chair: Councillor G Hanna

Deputy Chair: Councillor G Stokes

Members:

Councillor T Andrews	Councillor W Clarke
Councillor T Hearty	Councillor O Magennis
Councillor G Malone	Councillor C Mason
Councillor H McKee	Councillor K McKeivitt
Councillor D Taylor	Councillor J Tinnelly

Officials in Attendance: Mr R Moore, Director of Neighbourhood Services
Mr J Parkes, Assistant Director, Waste Management
Mr K Scullion, Assistant Director Facilities Management and Maintenance
Ms C McAteer, Democratic Services Officer

NS/052/2019: APOLOGIES AND CHAIRPERSON'S REMARKS

Apologies were received from Councillor Curran.

Cllr. Harry Harvey

The Chairman advised that the Committee should be aware of the position of Councillor Harvey, who would be taking up a position as MLA in the near future. He said Harry had held the position of Chair of Neighbourhood Services Committee from June this year (and would be replaced by his Party in the near future). On behalf of the Committee, he would like to thank Harry for his contribution to the Committee and wish him well in his new role.

Agreed: It was unanimously agreed to send a letter of congratulations, on behalf of the Committee, to Councillor Harvey on his appointment as a MLA.

World Clean Up Day 21st September 2019

The Chairman advised World Clean Up Day was taking place on the 21st of September and Council hoped to promote and support events throughout the District.

APSE Service Awards

The Chairman said the Council's Waste Management Department was an APSE Award Finalist for 2019 in the Best Service Team of the Year: Waste Management & Recycling category, which were held in Newcastle-Upon-Tyne, England on the 12 September

2019. East Riding of Yorkshire Council won the top prize in this category, they had achieved England's top recycling rate for two years in a row. He congratulated the Council staff in reaching the finals of this prestigious event and said he hoped for more success in future years.

Recycling Week

The Chairman said that thanks to increased awareness, environmental concerns were front of mind for people, and Recycle Week 2019 was a great opportunity to encourage citizens to get involved and show they really could make a difference. This year for Recycle Week, the Council were taking recycling into their own hands, showing people that recycling was the norm and was happening all across Northern Ireland. He said this year Recycle Now were planning to go even bigger and better with more buildings being turned green and Council Officers were exploring lighting the Town Hall and possibly other buildings from 23rd September until 29th September 2019.

NS/053/2019: DECLARATIONS OF “CONFLICTS OF INTEREST”

There were no declarations of Conflicts of Interest.

NS/054/2019: ACTION SHEET OF THE NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON TUESDAY 20 AUGUST 2019

Read: Action Sheet of the Neighbourhood Services Committee Meeting held on Tuesday 20 August 2019. *(Circulated)*.

AGREED: **On the proposal of Councillor Andrews, seconded by Councillor Magennis, it was agreed the Action Sheet of the Neighbourhood Services Committee Meeting held on Tuesday 20 August 2019 be noted and actions removed as marked.**

FOR CONSIDERATION AND/OR DECISION

NS/055/2019: NOTICE OF MOTION

The following Notice of Motion came forward for consideration in the names of Councillor W Clarke and Councillor L Kimmins :-

“The Council produces a tree strategy to protect and enhance tree cover for future generations, Council recognises the importance of trees, the benefits they afford us and the increasingly important role they can play in mitigating the effects of climate change, flooding and pollution control.

Furthermore Council acknowledges that trees can greatly enhance the visual amenity of our environment, they are vital for people’s sense of well-being and contribute to everyone’s quality of life”.

Noted: It was noted the Notice of Motion was referred from the Council Meeting held on Monday 5 August 2019.

Councillor Clarke formally proposed the Motion, seconded by Councillor Stokes.

Members raised the following issues:-

- The North of Ireland has the lowest level of tree cover in Europe – the amount of tree cover had to be increased and this could be dovetailed into the Local Development Plan.
- Trees help combat climate change and minimise flooding. They also improve the health and well-being of citizens by making streets look visually softer and removing co2 from the atmosphere
- Council should continue to engage and work with the Woodland Trust and their Community Plan Partners on this issue.
- Council should incorporate woodland into the proposed new park at Albert Basin to act as the lungs of the City.
- Areas such as along the tow path require additional tree cover.
- There is very little tree cover in the Mournes area.

Read: Report dated 17 September 2019 from Mr Roland Moore, Director of Neighbourhood Services regarding the Notice of Motion. ***(Circulated)***.

AGREED: **On the proposal of Councillor Clarke, seconded by Councillor Stokes, it was agreed to approve the Notice of Motion and that Officers develop an action plan for the development of a Tree Strategy and report back to the Neighbourhood Services Committee for approval, within three months.**

FACILITIES MANAGEMENT & MAINTENANCE

**NS/056/2019: CHRISTMAS ILLUMINATIONS & CELEBRATIONS
GROUP MEETING: 8 AUGUST 2019**

Read: Report dated 17 September 2019 from Mr K Scullion, Assistant Director, Facilities Management & Maintenance Department, regarding the Christmas Illumination & Celebrations Group Meeting held on 8 August 2019. ***(Circulated)***

AGREED: **On the proposal of Councillor Tinnelly, seconded by Councillor Clarke it was agreed as follows:**

- (a) Note the contents of this report and the report of the Christmas Illuminations Group Meeting held on 8th August 2019.**
- (b) Agree to the additional costs, not currently included within the FM&M budget, for procurement of 14**

Christmas trees and associated infrastructure works (estimated at £43,000.00) to be subsumed within the existing Grounds Maintenance and Building Maintenance Revenue budgets.

- (c) Agree to the fourteen groups referred to in the Action Sheet as being suitable for this programme, being written to advise that their application has been successful subject to relevant clarifications and final approval of costs.**
- (d) Endorse other actions detailed in the report of the Christmas Illuminations Group Meeting held on 8th August 2019.**

AGREED: On the proposal of Councillor Andrews, seconded by Councillor Tinnelly, it was agreed in relation to Item (c) to grant authority to Officers to issue the letters of confirmation to the fourteen groups in advance of final Council approval at the Council Meeting to be held on 7 October 2019, subject to the letter stating that the offer was subject to final Council approval.

**NS/057/2019: REUSE SCHEME:
HOUSEHOLD RECYCLING CENTRES**

Read: Report dated 17 September 2019 from Mr Joe Parkes, Assistant Director – Waste Management, regarding Re-use Scheme at Council Household Recycling Centres. *(Circulated)*

AGREED: On the proposal of Councillor Taylor, seconded by Councillor Andrews, it was agreed to progress the Re-Use Scheme Pilot as part of the Review of Household Recycling Centres (Phase 1).

It was further agreed that if any other Charity, other than those listed in the report, expressed an interest in the Re-Use Scheme, that they would be considered, provided they formally contacted Joe Parkes/Liam Dinsmore.

NS/058/2019: MATTRESS RECYCLE PILOT SCHEME

Read: Report dated 17 September 2019 from Mr Joe Parkes, Assistant Director – Waste Management, regarding extension of the Mattress Recycle Pilot Scheme. *(Circulated)*

AGREED: On the proposal of Councillor Stokes, seconded by Councillor Clarke, it was agreed to progress with the trial HRC Mattress Recycle Scheme until end of March 2020 & review as part of Rates Estimates 20/21.

AGREED: On the proposal of Councillor Taylor, seconded by Councillor Hearty, it was agreed Officials report to the October 2019 Neighbourhood Services Committee Meeting on the illicit dumping of tyres throughout the District, particularly in the Slieve Gullion area.

NS/059/2019: DOWNPATRICK HOUSEHOLD RECYCLING CENTRE

Mr Parkes provided an updated regarding the Downpatrick Household Recycling Centre. He said the Centre was operating well and had a great response from the public although there was still work to be done.

Mr Parkes advised the official opening of the Downpatrick Household Recycling Centre would be held on Tuesday 29 October 2019.

FOR NOTING

**NS/060/2019: ARC 21 JOINT COMMITTEE MINUTES
- JUNE 2019**

Read: Report of ARC21 Joint Committee Meeting (No.42), held on Thursday 27 June 2019. *(Circulated)*

AGREED: On the proposal of Councillor Stokes, seconded by Councillor Clarke, it was agreed to note the above Minutes.

**NS/061/2019: ARC21 MEMBERS MONTHLY BULLETIN
- AUGUST 2019**

Read: ARC21 Members Monthly Bulletin – 15 August 2019. *(Circulated)*

AGREED: On the proposal of Councillor Stokes, seconded by Councillor Clarke, it was agreed to note the ARC21 Members Monthly Bulletin – 15 August 2019.

EXEMPT INFORMATION ITEMS

ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014

Items 11, 12, 13, 14 and 15 were deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 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.

On the proposal of Councillor McKevitt, seconded by Councillor Hearty, it was agreed to exclude the public and press from the meeting during discussion on these items.

NS/062/2019: IN COMMITTEE ITEMS FROM ARC 21 JOINT COMMITTEE MINUTES 27 JUNE 2019

Read: In Committee items from Arc21 Joint Committee Minutes – 27 June 2019. *(Circulated)*

NS/063/2019: BUSINESS CASE RE: VEHICLE TYRE REPLACEMENT

Read: Report dated 17 September 2019 from Mr J Parkes, Assistant Director, Waste Management, regarding a business case in respect of a Tender for Servicing and Supply of Vehicles/Plant Tyres. *(Circulated)*.

NS/064/2019: BUSINESS CASE RE: ARBORICULTURE & TREE SURGERY SERVICE

Read: Report dated 17 September 2019 from Mr K Scullion, Assistant Director Facilities Management & Maintenance, regarding a business case for the appointment of an Arboriculture and Tree Surgery Service. *(Circulated)*.

NS/065/2019: ECONOMIC APPRAISAL METAL FABRICATION & REPAIR CONTRACTOR

Read: Report dated 17 September 2019 from Kevin Scullion, Assistant Director, Facilities Management and Maintenance regarding an Economic Appraisal for the appointment of a Metal Fabrication and Repair Contractor. *(Circulated)*

NS/066/2019: BUSINESS CASE RE: VEHICLE HIRE

Read: Report dated 17 September 2019 from Mr J Parkes, Assistant Director Waste Management regarding a business case for a tender for vehicle hire. *(Circulated)*

Councillor Stokes proposed and Councillor Clarke, seconded to come out of closed session.

When the Committee was out of closed session the Chairman reported the following had been agreed:-

Item 11 – In Committee Items from Arc21 Joint Committee Minutes – 30 May 2019

On the proposal of Councillor McKee, seconded by Councillor Taylor, it was agreed to note the In-Committee Items from the Arc21 Joint Committee Minutes of 27 June 2019.

Item 12 – Permission to tender – servicing and supply of vehicle/plant tyres

On the proposal of Councillor Stokes, seconded by Councillor Clarke, it was agreed to note the content of the report dated 17 September 2019 and associated Business Case and recommend the Council grants approval to progress a tender exercise for the Servicing and Supply Contract relating to Vehicle and Plant tyres, including related Services.

Item 13 – Business Case for the appointment of an Arboriculture and Tree Surgery Service

On the proposal of Councillor Stokes, seconded by Councillor Clarke, it was agreed to note the content of the report dated 17 September 2019 and associated Business Case and to accept the conclusion of the Business Case that Option 3 was chosen as the preferred Option. Option 3 would see the appointment, through a tender process, of a competent contractor to provide efficient, effective tree management service.

Item 14 – Economic Appraisal for the appointment of a Metal Fabrication and Repair Contractor

On the proposal of Councillor Tinnelly, seconded by Councillor Andrews, it was agreed to note the content of the report dated 17 September 2019 and associated Economic Appraisal and to accept the conclusion of the Economic Appraisal that Option 4 is chosen as the preferred option. Option 4 will see the appointment, through a tender process, of a competent contractor to provide metal fabrication and repair services. In addition to this an independent Metallurgical and Mechanical Engineering Consultancy Service will be appointed to provide advice to Council Officers on the procurement and management of this service.

Item 15 – Permission to tender – Vehicle hire

On the proposal of Councillor Andrews, seconded by Councillor McKee, it was agreed to note the content of the report dated 17 September 2019 and associated Business Case and to recommend the Council grants approval to progress a tender exercise for the short and medium term Vehicle Hire to support delivery of services.

There being no further business the meeting ended at 7.10 pm.

For adoption at the Council Meeting to be held on Monday 7 October 2019.

**Signed: Councillor Hanna
(Acting) Chairperson of Neighbourhood Services Committee**

**Signed: Mr R Moore
Director of Neighbourhood Services**