

March 15th, 2018

Notice Of Meeting

You are invited to attend the Regulatory & Technical Services Committee Meeting to be held on **Wednesday, 21st March 2018 at 6:00 pm** in the **~Boardroom Monaghan Row Newry~**.

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

Chair: Councillor J Trainor

Vice Chair: Councillor V Harte

Members:

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

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of "Conflict of Interest".

3.0 Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 21 February 2018. (Attached).

[RTSActionSheet.pdf](#)

Page 1

For Consideration and/or Decision - Building Control and Licensing

4.0 Street Trading Designation at Mary Street/The Square, Rostrevor (Attached).

[Street Trading PDF combined.pdf](#)

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5.0 Report re. Road Closures for Special Events. (Attached).

[Report - Road Closures March 2018.pdf](#)

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Planning

6.0 February 2018 Planning Committee Performance Report. (Attached).

[Planning Performance Report.pdf](#)

Page 30

7.0 Record of meetings between Planning Officers and Public Representatives 2017-2018. (Attached).

[Record of mtgs between Planning Officers and Public Reps 2017-2018.pdf](#)

Page 38

8.0 Current Appeals. (Attached).

[Current Appeals February 2018.pdf](#)

Page 40

For Consideration and/or Decision - Facilities Management and Maintenance

9.0 Report on Bus Shelter requests. (Attached).

[Report on BusShelter Requests.pdf](#)

Page 53

For Consideration and/or Decision - Waste Management

10.0 Report re. Implementation of a Co-Mingled Collection Service across the Council District. (Attached).

[Report on Implemenation of a Co-mingled Collection Service.pdf](#)

Page 60

11.0 Report re: Waste Management Scale of Charges 2018-19 (Attached).

[Report on Waste Management Scale of Charges.pdf](#)

Page 63

For Noting

12.0 6-Monthly Report from Building Control (Attached).

[6 monthly BC report.pdf](#)

Page 67

13.0 Licensing Report (Attached).

[Licensingreport.pdf](#)

Page 72

14.0 Historic Action Sheet (Attached).

[Historic Action Sheet RTS21Mar18.pdf](#)

Page 85

15.0 ARC 21 Joint Committee Meeting Minutes 23 February 2018 (Attached).

[Arc21 Joint Committee papers with links-23Feb18.pdf](#)

Page 88

16.0 ARC 21 Members Monthly Bulletin 23 February 2018 (Attached).

[Arc 21 Members' Bulletin - 23 Feb18.pdf](#)

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Items Restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (NI) 2014

17.0 Waste Management Scale of Charges 2018-2019 - Appendix 2. (Attached).

This item is deemed to be restricted by virtue of 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).

[Appendix 2 - Report on Waste Management Charges.pdf](#)

Not included

ACTION SHEET ARISING FROM RTS MEETING HELD ON WEDNESDAY 21 FEBRUARY 2018

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/015/2018	Action Sheet of RTS Meeting - Wednesday 24 January 2018	<p>An update for requests on bus shelters be tabled at the RTS Meeting March 2018 - to include</p> <p>Downpatrick Road, Killyleagh;</p> <p>Old Warrenpoint Road, Newry and Drummond Road, Newry</p> <p>Officials to advise</p> <p>Councillor Curran</p> <p>of the date of the Community Planning Partnership Meeting at which the issue of the maintenance of grass verges at the entrances to towns and villages would be discussed at</p>	<p>K Scullion</p> <p>L Dinsmore/J McBride</p>	<p>Report provided</p> <p>L Dinsmore /J McBride to liaise directly with Section Engineer at both Newry and at Downpatrick to confirm arrangements with respect to grass cutting at Town Entrances, in these respective areas.</p>	<p>Y</p> <p>Y</p>
RTS/017/2018	Proposed Development name for new housing development at Clontafleece Road,	<p>Rejection of the proposed name</p> <p>"Carrick Court" and request the</p>	C Jackson	<p>Letter sent to the Developer advising that the proposed</p>	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Burren	Developer to submit an alternative name that does not conflict with the criteria within the Street Naming Policy.		name is rejected and requesting him to provide a suitable alternative	
RTS/021/2018	Appointment of Contractor - extension at Lough Inch Cemetery	Approval of the appointment of Whitemountain Quarries to complete the works to extend Lough Inch Cemetery at an estimated cost of £170,000, which was within the capital budget for this project	K Scullion		
RTS/022/2018	ARC 21 Conference - Advancing a Municipal Waste Service	The following attend be invited to attend: - All 41 Councillors Interested Officers to be nominated by the Director, from Waste Services	L Dinsmore	Conference was cancelled due to adverse weather	
RTS/023/2018	Glass Collection	Agreed, following	R Moore/L	Officers	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Assessment	<p>consideration of the Report submitted by WDR and RT Taggart's Review by the Project Team and discussion with the Waste Strategy Group, that Newry, Mourne and Down Council, extend a co-mingled collection service across its District for the collection of paper, card, metals and glass, as soon as possible and targeted for implementation by 1 April 2019.</p> <p>Also agreed that the Director of Neighbourhood Services arrange for the preparation of a Report, to be submitted to the March Meeting of the Regulatory and Technical Services Committee, which clearly details a Project Plan, with timelines to achieve an implementation of a co-mingled</p>	Dinsmore	currently to form Project Team to address requirements of this Project	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>collection service, for MDR Wastes, across the Council District by 1 April 2019, at latest.</p> <p>Report to address issues such as: -</p> <p>Route Optimisation Procurement issues relating to tendering for disposal of Co-Mingled Mixed Dry Recyclates, as collected by Council's collection services, across the Council District. Relevant timelines and reporting dates to achieve state objectives.</p> <p>That collection method as is proposed, be reviewed should the MDR contract be renewed or changed again at some time in the future, to reappraise market conditions and recycle rates achieved at that point in time.</p>			

Report to:	Regulatory and Technical Services Committee
Subject:	Street Trading Designation at Mary Street/The Square, Rostrevor
Date:	21 March 2018
Reporting Officer:	Colum Jackson, Assistant Director of Enterprise, Regeneration and Tourism Department
Contact Officer:	Fintan Quinn, Head of Services for Licensing & Enforcement

Decisions Required

Members are asked to note the contents of the report, and consider and agree to:
Pass a resolution designating Mary Street/The Square, Rostrevor for Street Trading.

1.0 Purpose & Background

1.1 The Council's Licensing Section has received an email request from Seamus Parr on 19 June 2017 to designate a site at Mary Street/The Square, Rostrevor for Street Trading. The proposer wishes to trade in fresh fruit & veg along with fresh flowers at the location proposed.

One site at this location was identified for possible designation. (Appendix 1)

As required, the Council advertised the proposal for designation of a street in Rostrevor Village on 6 December 2017 in the Newry Reporter and Down Recorder.

The Council also consulted with the Department for Infrastructure (Roads Service) and Police Service of Northern Ireland, there were no objections noted.

2.0 Key Issues

2.1 Under the Street Trading Act(NI) 2001, the Council may pass a resolution designating a street in its District as a street in which it may allocate street trading pitches for stationary trading. The Council has authority to approve or refuse designation of a street for Street Trading. Currently there is one street trading site designated at The Square, Rostrevor.

3.0 Recommendations

3.1 Taking into consideration the request and the consultation to date, the recommendation is to approve the designation of Mary Street/The Square, Rostrevor for Street Trading.

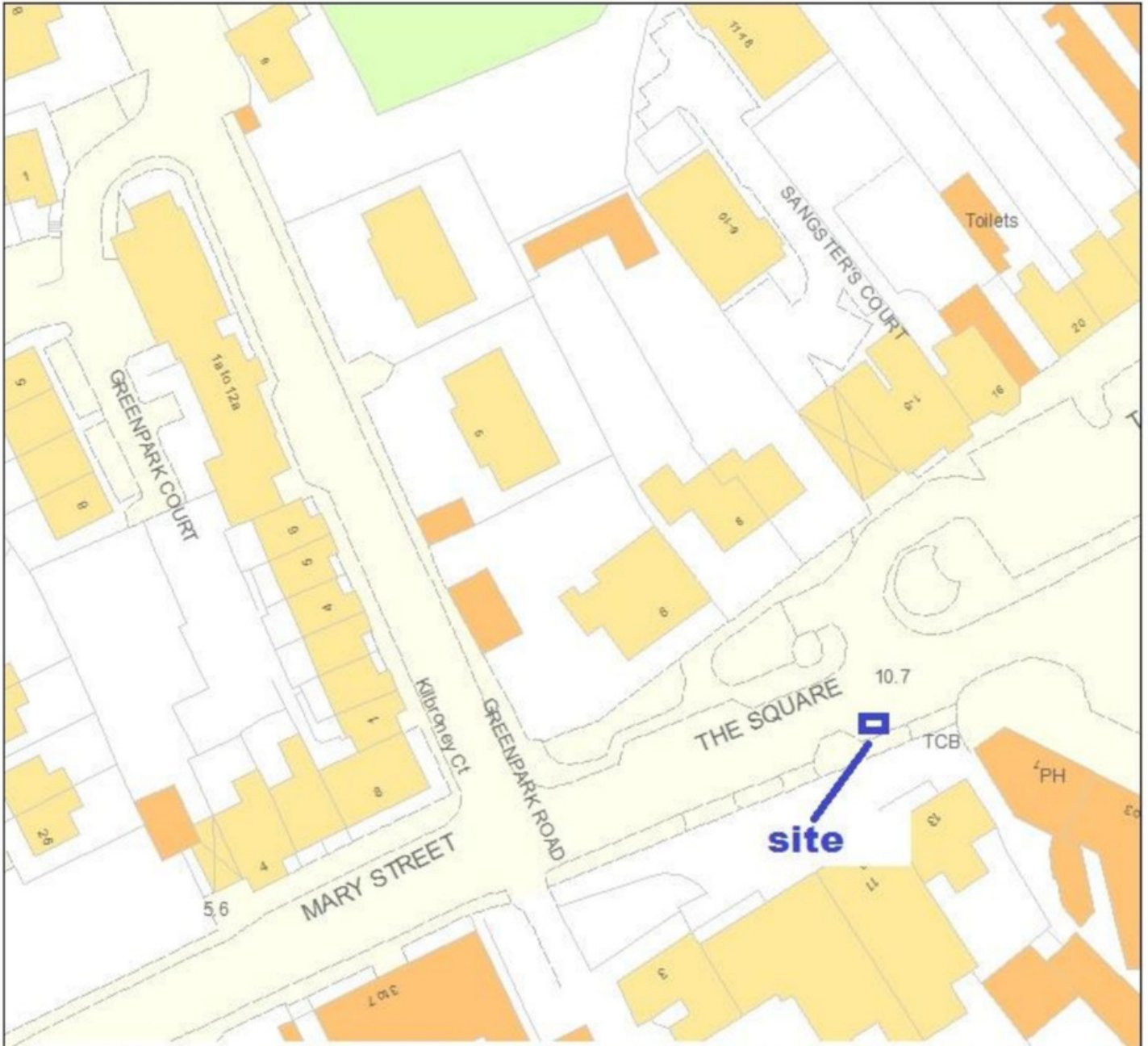
If the Council agrees to approve this designation, the next step would be to advertise for potential traders and physically mark out the trading bay.

4.0 Resource Implications

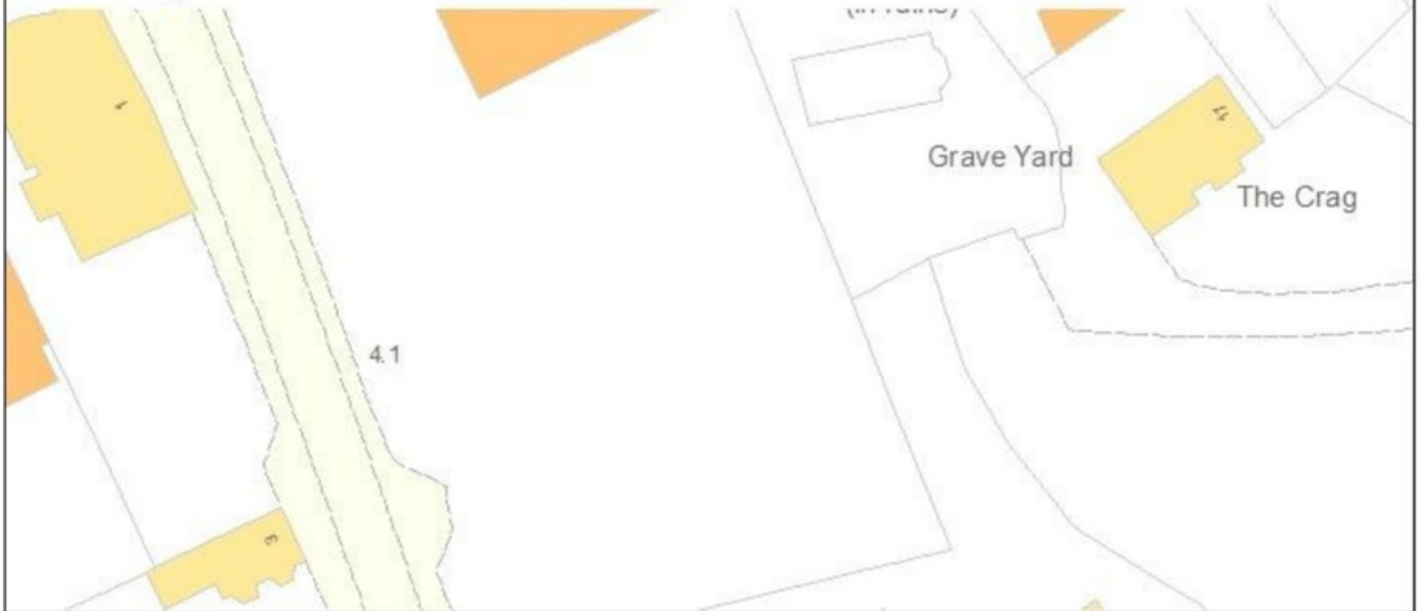
- 4.1
- Processing the administration of the application and carry out the necessary consultation process.
 - Preparation of reports for the committee.
 - Advertise for potential traders and physically mark out the trading bay.

5.0 Appendices

Appendix 1 – Site Location Map



**Proposed site for Designation at
Mary Street/The Square Rostrevor**



Report to:	Regulatory and Technical Services Committee Meeting
Date of Meeting:	21 th March 2018
Subject:	Roads (Miscellaneous Provisions) Act – Road Closures for Special Events
Reporting Officer (Including Job Title):	Colum Jackson, Assistant Director of Enterprise, Regeneration and Tourism.
Contact Officer (Including Job Title):	Fintan Quinn, Head of Licensing and Enforcement

Decisions required: FOR APPROVAL	
<p>Members are asked to note the contents of the previous report to the Regulatory and Technical Services committee in May 2017, to be read it in conjunction with this report and to approve the recommendation to agree to a concessionary fee for Voluntary organisations. The proposed concession is 50% of the administration fee.</p>	
1.0	Purpose and Background:
1.1	<p>The Roads (Miscellaneous Provisions) Act (Northern Ireland) 2010 received Royal Assent on 13 August 2010. This legislation was enacted on 4th September 2017 and will provide Councils with the power to prohibit or restrict traffic using roads to facilitate special events taking place on roads.</p> <p>The Act defines a Special Event as:</p> <ul style="list-style-type: none"> - any sporting event, social event, entertainment or, - film making on a public road.
1.2	<p>Examples of special events are;</p> <ul style="list-style-type: none"> - Fun runs, marathons - Street parties - Concerts: such as those previously held on ;- Hill Street/Kildare Street, Newry Seaview, Warrenpoint Central Promenade, Newcastle - Cultural events: St.Patricks Day celebrations <p>'Small Events' are recognised and assessed under specific criteria.</p>
1.3	<p>A person wishing to close a public road for a special event will be required to apply to the Council, and after public notification and consultation with various statutory bodies (the Emergency services etc.) and with the consent of the Department for Infrastructure (DfI) Road Service, the Council will decide if a road closure order is to be made. DfI will maintain responsibility for the closure of special roads e.g. all motorways.</p>

<p>1.4</p>	<p>If the Roads Service objects to the proposal because of road safety or traffic progression concerns, consent for the special event to be held on the road will be refused. The Act clearly stipulates that a council may not make an order except with the consent of the DfI.</p> <p><u>A Parade is NOT a Special Event for the purposes of this Legislation.</u></p> <p>Previously the Council have set fees at £600 for large events and £400 for small events based on information provided by the Licensing Forum. The legislation dictates that Councils have a legal requirement to advertise the events in the local press and both fees include (approx. £200) advertising costs. The remainder is the cost for administering the application process.</p> <p>At the meeting on the 17 May 2017 the Committee approved a decision to waive the fees for Council Community Associations and Registered Charities. It was also agreed to review the fees after a period of 6 months to determine if the fees are appropriate.</p>
<p>1.5</p>	<p>The Council have delegated powers of decision making to the Director of Regulatory and Technical Services Department. However, for those applications where there are issues or objections for refusal, for such representations to be heard and considered, and a decision made, a proposal will be brought to the R&TS Committee.</p>
<p>2.0</p>	<p>Key issues:</p>
<p>2.1</p>	<p>The Licensing Section has been given the responsibility for administering the Act which will include duties such as:</p> <ul style="list-style-type: none"> • Discuss with event organisers for off-road alternatives • Processing applications • Publishing public notices and consulting with relevant agencies • Dealing with representations from interested parties • Preparing road closure orders and ensuring appropriate road closure and diversion signage is in place.
<p>2.2</p>	<p><u>Financial</u></p> <p>Whilst there is no central government budget allocated to this function, the Act allows councils to recover the costs associated with the processing, advertising and clean up. This legislation will place an additional administrative burden on the Licensing Section with <u>NO</u> additional resources provided. It is expected that the Licensing Section shall receive approximately 50 -75 applications per annum in addition to general requests and queries in relation to this legislation. It will also place a financial burden upon event organisers, in some cases the Council may be issuing grant aided funding and then charging for issuing an order.</p>

	There are also additional clean up implications for the Refuse and Cleansing Section.
2.3	There is a requirement for advertising for a notice of Road Closure within the local press, and there are cost implications associated with advertising, as outline in the Policy document.
2.4	Following a review of the fees and representations received from voluntary organisations, my recommendation is to offer a 50% concessionary discount on the administration fee for all voluntary organisations. In addition the Council can share the cost of the advertising between a number of organisations if we are in a position to do so, ie if organisations apply early to allow a number of applications to be advertised within the one advert.
3.0	Recommendations:
3.1	<ul style="list-style-type: none"> To note the contents of this report and agree to approve a decision to offer a 50% concession on the administration costs to all voluntary organisation. This is in addition to the previous decision to waive the fees for all Council Community Associations and Registered Charities. A second recommendation is to consider sharing the advertising cost between a number of organisations if Officers are in a position to do so. If the committee agree to approve the two decisions above, I would also recommend issuing a refund to those voluntary organisations that have already submitted an application to date.
3.2	The original fees are set at £600 for a large event and £400 for a small event, these costs include an administration fee and £200 advertising costs. A further review of fees will be carried out after a further 6 months to determine if fees are appropriate.
4.0	Equality and good relations implications
4.1	The report has been equality screened with no negative impact, If approved it will have a positive impact for all voluntary organisations. It is important to note that there is currently no grant available to voluntary organisations to cover the cost of the application process, unless they have included it in their Financial Assistance application for their event.
5.0	Resource implications
5.1	Should my recommendations be approved, there will be an extra burden placed upon the ratepayer for the administration and consultation process as it is

	anticipated that approx. 50 applications per annum will be subsidised. (recommendation is 50% concession) The cost of the subsidy will be in the region of approx. £15,000 per annum. This will have a negative impact on the predicted income for the Licensing Section.
6.0	Appendices
	Appendix I: Roads Closures Policy
	Appendix II: Roads Closures Procedure
	Appendix III: Minutes of the RTS Committee meeting 17 May 2017.



Comhairle Ceantair
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agus an Dúin**

**Newry, Mourne
and Down**

District Council

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

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

REGULATORY & TECHNICAL SERVICES DEPARTMENT

Dated: 08 May 2017

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1. Title

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

2. Statement

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

3. Aim

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

4. Scope.

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

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

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

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

5. Related Policies.

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

5.2 Temporary Road Closures Procedure

5.2 Guidance for Applicants

6. Costs

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

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

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

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

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

7. Definitions

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

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

7.2 Special Road;

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

7.3 The Department:

- The Department of Regional Development

7.4 A Notice:

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

7.5 An Order

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

8. Policy Owner

Director of Regulatory and Technical Services

9. Contact details in regard of this policy are:

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

10. Policy Authorisation

SMT Authorised on

Regulatory & Technical Services
 Committee Authorised on

17th May 2017

Council Authorised on

05th June 2017

11. Policy Effective Date

05th June 2017

12. Policy Review Date

08th June 2020

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

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

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

14. Equality Screening

Yes

15. Version Control

Version 1

Appendix 1

Small Events (i.e. Street Parties)

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

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

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



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

NEWRY, MOURNE & DOWN DISTRICT COUNCIL

REGULATORY & TECHNICAL SERVICES DEPARTMENT

Dated: 08 May 2017

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1. Scope

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

2. General Principles

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

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

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

3. Review

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

4. Temporary Road Closure Application Procedure

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

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

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

4.8 **Additional Factors**

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

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

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

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

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

5. Costs

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

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

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

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

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

Appendix 1

Small Events (i.e. Street Parties)

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

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

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

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

**Minutes of the Regulatory and Technical Services Committee Meeting held on
Wednesday 17 May 2017 in the Boardroom, District Council
Offices, Monaghan Row, Newry**

Chairperson: Councillor R Mulgrew

Vice Chairperson: Councillor T Andrews

Members:

Councillor C Casey	Councillor J Tinnelly
Councillor G Craig	Councillor D Curran
Councillor D Taylor	Councillor V Harte
Councillor D Hyland	Councillor J Macauley
Councillor P O'Gribin	Councillor G Stokes

Officials in Attendance

Mr L Hannaway Chief Executive
 Mr C O'Rourke, Director of Regulatory and Technical Services
 Mr A McKay, Head of Planning
 Mr J Parkes, Assistant Director of Waste Management
 Mr K Scullion, Assistant Director Facilities Management and Maintenance
 Mr C Jackson Assistant Director Building Control/Regulation
 Ms L Dillon Democratic Services Officer

RTS/58/2017: APOLOGIES AND CHAIRPERSON'S REMARKS

It was noted apologies were received from:

Councillor Fitzpatrick

Councillor S Burns

Councillor J Trainor

Councillor Mulgrew thanked Members and Officers for working so well on the RTS Committee over the past term. She extended a special thanks to Mr Canice O Rourke Director of RTS and she extended best wishes to the new Chairperson of the RTS Committee.

Councillor Hyland paid tribute to Councillor Mulgrew for carrying out an excellent job chairing the RTS Committee.

Councillors Curran, Craig and Andrews concurred with Councillor Hyland's comments regarding the excellent job carried out by Councillor Mulgrew as Chair of the RTS Committee.

RTS/59/2017: DECLARATIONS OF "CONFLICT OF INTEREST"

Noted: There were no declarations of interest.

RTS/60/2017: ACTION SHEET OF THE REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING – WEDNESDAY 19 APRIL 2017

Read: Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 19 April 2017. **(Circulated)**.

Noted: Items RTS/51/2017 (Magheradrool Parish Church) and RTS/52/2017 (Well Lane Graveyard) are ongoing and have been removed from the Action Sheet.

Agreed: The Action Sheet was noted.

FOR CONSIDERATION AND/OR DECISION – BUILDING CONTROL

RTS/61/2017: REPORT RE: ROAD CLOSURES FOR SPECIAL EVENTS

Read: Report dated 17 May 2017 from Mr Colum Jackson, Assistant Director of Regulatory and Technical Services regarding road closures for Special Events **(Circulated)**.

Several Councillors expressed concerns regarding the fees involved for applying for a Road Closure Order as many smaller organisations/community groups simply would not have the funding to meet such costs.

(5.10pm – Councillor Stokes joined the meeting)

(5.10pm – Councillor O Gribin joined the meeting)

Agreed: **On the proposal of Tinnelly seconded by Councillor Hyland it was agreed as follows, regarding road closures for Special Events:**

- **To approve the contents of Report dated 17 May 2017 from Mr C Jackson Assistant Director RTS (Building**

Control/Regulation) including the Policy, Procedure and fees.

- To approve a fee of £600 for a large event and £400 for a small event, these costs include an administration fee and £200 advertising costs.
- A review of fees to be carried out after 6 months to determine if fees are appropriate.
- To consider setting aside a sum of £45,000 in Rate Estimates to cover costs for waiving of fees for Charities and Community Associations.

On the proposal of Councillor Casey seconded by Councillor Hyalnd it was agreed that in the meantime, in order to waive the fees for Charities and Community Associations for the period September 2017 to March 2018, that the Council set aside a sum of £25,000.

FOR CONSIDERATION AND/OR DECISION - PLANNING

RTS/62/2017: PLANNING COMMITTEE PERFORMANCE INDICATORS

Read: Planning Performance Indicators for April 2017. **(Circulated)**

Agreed: The above Report was noted.

RTS/63/2017: RECORD OF MEETINGS BETWEEN PLANNING OFFICERS AND PUBLIC REPRESENTATIVES – APRIL 2017

Read: Record of Meetings between Planning Officers and Public Representatives for April 2017. **(Circulated)**.

Agreed: The above Report was noted.

(5.50pm – Councillor Casey left the meeting)

FOR CONSIDERATION AND/OR DECISION -FACILITIES MANAGEMENT AND MAINTENANCE

RTS/64/2017: REPORT RE: CAPITAL PROJECT – PROVISION OF NEW HEATING SYSTEM TO BUNSCOIL AN IUIR, NEWRY

Read: Report dated 17 May 2017 from Mr Canice O'Rourke, Director of Regulatory and Technical Services regarding Capital Project – Provision of new heating system to Bunscoil an Iuir, Newry **(Circulated)**.

(6.05pm – Councillor Taylor left the meeting)

Agreed: On the proposal of Councillor Hyland seconded by Councillor Harte it was agreed as follows regarding a Capital Project for the provision of a new heating system at the former Gasworks building at Kilmorey Street Newry , which is leased to Bunscoil an Iuir: -

- The Council replace the existing electric heating system within the buildings (main building and Portacabain Classroom) occupied by Bunscoil an Iuir with a gas central heating system.
- Agree to the increased budget as noted in Officer's Report, so that a tender process can be progressed without the need to return to Committee for further approval.

FOR CONSIDERATION AND/OR DECISION – WASTE MANAGEMENT

RTS/65/2017: REQUEST FOR ADDITIONAL TEMPORARY REFUSE STAFF

Read: Report dated 17 May 2017 from Mr J Parkes Assistant Director Waste Management, regarding request for additional Temporary Refuse Staff. **(Circulated)**

Agreed: On the proposal of Councillor Craig seconded by Councillor Andrews it was agreed to approve a request for an additional 5 No. Temporary Refuse Staff to ensure delivery of a robust Refuse Service until such times as the Refuse Route Optimisation Project is implemented.

(6.15pm – Councillor Curran left the meeting)

RTS/66/2017: VERBAL UPDATE RE: STRATEGIC WASTE WORKING GROUP

Mr J Parkes Assistant Director RST (Waste Management) gave a verbal update on the following items which were discussed by the Strategic Waste Working Group:

- Brown Bin roll out
- Glass Collection in Blue Bins
- Recycling Targets
- Optimisation of Refuse Collections
- Household Recycling Centres
- Long term options regarding Residual Waste
- Long term options regarding Management of Landfill Sites

Noted: A paper on the Strategic Waste Working Group items will be presented to the next Meeting of the Regulatory Technical Services Committee.

FOR NOTING

RTS/67/2017: **HISTORIC ACTIONS TRACKING UPDATE**

Read: Report re: Regulatory & Technical Services Committee Action Tracking Update. **(Circulated)**.

Agreed: It was agreed to note the above Report.

It was also agreed Mr K Scullion Assistant Director of RTS (Facilities Management/Maintenance) arrange to follow up Minute No: RTS/77/2016 regarding off road car parking at Kilbroney Municipal Cemetery Rostrevor.

There being no further business the meeting ended at 6.30pm>

For consideration at the Council Meeting to be held on Monday 5 June 2017.

Signed: **Councillor Roisin Mulgrew**
Chairperson of Regulatory & Technical Services Committee

Signed: **Mr C O Rourke**
Director Regulatory & Technical Services

Newry, Mourne & Down District Council – February 2018

1. Live Applications

MONTH 2017/18	NEW APPLICATIONS	LIVE APPLICATIONS	LIVE APPLICATIONS OVER 12 MONTHS
April	129	1,075	293
May	149	1,058	281
June	149	976	263
July	135	957	250
August	166	959	249
September	140	910	243
October	157	935	230
November	163	912	230
December	83	869	230
January	158	917	228
February	135	921	212

Newry, Mourne & Down District Council – February 2018

2. Live Applications by length of time in system

Month 2017/18	Under 6 months	Between 6 and 12 months	Between 12 and 18 months	Between 18 and 24 months	Over 24 months	Total
April	590	192	77	72	144	1,075
May	585	192	76	65	140	1,058
June	550	163	78	55	130	976
July	535	172	73	45	132	957
August	540	170	72	40	137	959
September	488	179	71	35	137	910
October	534	171	63	27	140	935
November	507	175	60	33	137	912
December	461	178	62	38	130	869
January	510	179	69	37	122	917
February	524	185	63	38	111	921

Newry, Mourne & Down District Council – February 2018

3. Live applications per Case Officer

Month 2017/18	Average number of Applications per Case Officer
April	67
May	62
June	58
July	50
August	50
September	57
October	58
November	57
December	55
January	50
February	54

Newry, Mourne & Down District Council – February 2018

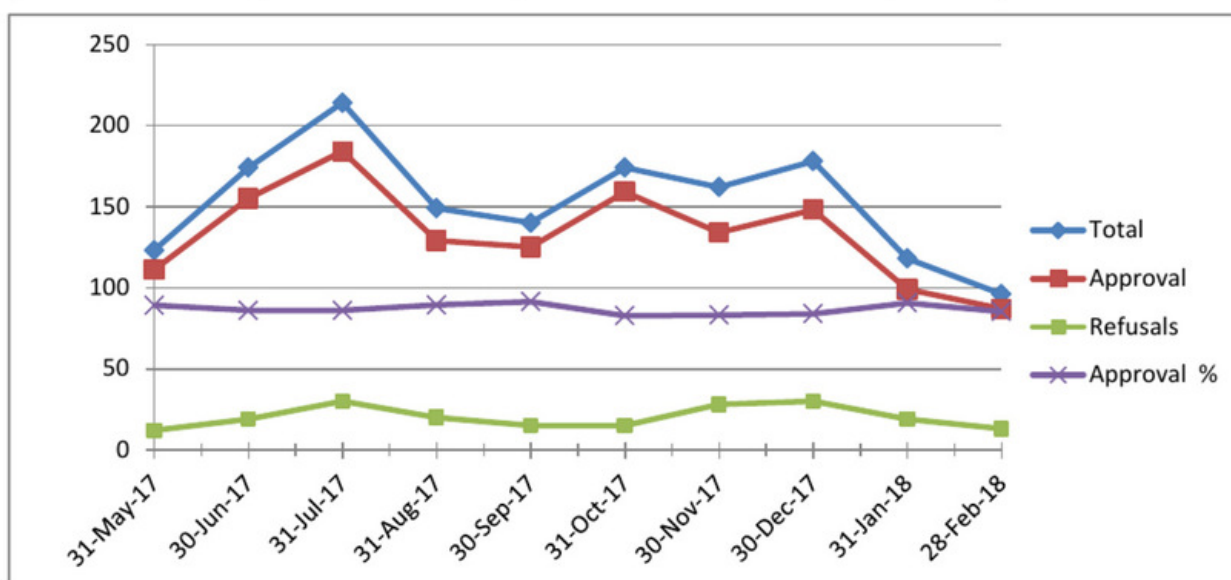
4. Decisions issued per month

Month 2017/18	Number of Decisions Issued	Number of Decisions Issued under delegated authority
April	123	104
May	174	148
June	214	170
July	149	124
August	140	122
September	174	154
October	162	146
November	178	160
December	118	103
January	96	87
February	136	116

Newry, Mourne & Down District Council – February 2018

5. Decisions Issued YTD

Month 2017/18	Number of Decisions Issued (cumulative)	Breakdown of Decisions	
		Approvals	Refusals
April	123	Approvals (111)	90%
		Refusals (12)	10%
May	297	Approvals (266)	90%
		Refusals (31)	10%
June	511	Approvals (450)	88%
		Refusals (61)	12%
July	660	Approvals (579)	88%
		Refusals (81)	12%
August	800	Approvals (704)	88%
		Refusals (96)	12%
September	974	Approvals (863)	89%
		Refusals (111)	11%
October	1,136	Approvals (997)	88%
		Refusals (139)	12%
November	1,314	Approvals (1,145)	87%
		Refusals (169)	13%
December	1,432	Approvals (1,244)	87%
		Refusals (188)	13%
January	1,528	Approvals (1,331)	87%
		Refusals (197)	13%
February	1,664	Approvals (1,447)	87%
		Refusals (217)	13%



Newry, Mourne & Down District Council – February 2018

6. Enforcement Live cases

Month 2017/18	<=1yr	1-2 yrs	2-3 yrs	3-4 yrs	4-5 yrs	5+yrs	Total
April	292	126	95	87	55	83	738
May	286	137	89	91	53	85	741
June	295	138	91	93	53	88	758
July	311	142	89	88	61	88	779
August	321	139	93	80	70	88	791
September	326	146	89	80	74	89	804
October	290	167	87	84	75	91	794
November	277	181	91	76	77	99	801
December	281	192	87	80	79	105	824
January	273	192	96	76	82	111	830
February	279	199	93	77	85	112	845

7. Planning Committees 2017/2018

Month	Number of Applications presented to Committee	Number of Applications Determined by Committee	Number of Applications Withdrawn/ Deferred for future meeting
26 April	26	19	7
24 May	39	28	11
21 June	34	18	16
19 July	32	20	12
16 & 23 August	36	19	17
13 September	16	10	6
11 October	22	13	9
8 November	38	23	15
6 December	28	15	13
10 January	17	8	9
7 February	23	16	7
Totals	311	189	122

Newry, Mourne & Down District Council – February 2018

8. Appeals

Planning Appeal Commission Decisions issued during February 2018

Area	Number of current appeals	Number of decisions issued	Number of decisions Allowed	Number of decisions Dismissed	Other decisions
Newry & Mourne	19	5	2	2	1 withdrawn
Down	7	3	1	2	
TOTAL	26	8	3	4	1

Statutory targets monthly update - up to January 2018 (unvalidated management information)

Newry, Mourne and Down

	Major applications (target of 30 weeks)				Local applications (target of 15 weeks)				Cases concluded (target of 39 weeks)			
	Number received	Number decided/withdrawn ¹	Average processing time ²	% of cases processed within 30 weeks	Number received	Number decided/withdrawn ¹	Average processing time ²	% of cases processed within 15 weeks	Number opened	Number brought to conclusion ³	"70%" conclusion time ³	% of cases concluded within 39 weeks
April	0	1	91.8	0.0%	127	113	19.0	38.9%	35	20	64.2	60.0%
May	1	2	110.4	0.0%	149	157	18.0	43.9%	32	46	61.1	56.5%
June	1	2	73.2	0.0%	124	205	19.2	42.0%	32	21	65.3	55.0%
July	1	1	128.4	0.0%	133	141	20.0	41.1%	32	19	113.0	55.0%
August	2	1	248.8	0.0%	146	134	17.1	38.8%	29	28	63.0	39.3%
September	1	-	0.0	0.0%	124	152	19.3	39.5%	42	25	58.8	44.0%
October	0	2	277.7	0.0%	134	151	18.2	41.1%	29	41	33.0	80.5%
November	0	1	186.6	0.0%	127	166	14.2	53.6%	23	9	51.8	66.7%
December	0	2	272.4	0.0%	110	104	16.4	39.4%	19	5	43.1	60.0%
January	0	-	0.0	0.0%	120	93	19.6	44.1%	22	14	58.7	61.5%
February	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
March	0	-	0.0	0.0%	0	-	0.0	0.0%	0	-	0.0	0.0%
Year to date	7	12	127.4	0.0%	1,320	1,419	17.2	43.9%	299	228	55.0	59.9%

Source: NI Planning Portal

Note

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

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

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

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

DATE OF MEETING	PLANNING OFFICER'S NAME/S	PUBLIC REPRESENTATIVE'S NAME
3/4/17	A McKay	M Ritchie MP
4/4/2017	A McAlarney	Cllr Walker
20/4/17	P Rooney	M Ritchie MP
27/4/17	A McAlarney	C McGrath MLA
27/04/17	A McAlarney M Keane	Cllr W Clarke
09/05/2017	A McAlarney	C McGrath MLA
11/5/17	A McKay	M Ritchie MP
1/6/17	A McAlarney	C McGrath MLA
2/6/17	G Kerr	Cllr J Tinnelly
20/06/17	A McAlarney	Cllr Walker
04/08/2017	A McAlarney	Colin McGrath
04/08/2017	G Kerr	Cllr David Taylor
15/08/2017	P Rooney G Kerr	Justin McNulty MLA
25/08/2017	G Kerr	Cllr J Tinnelly
06/09/2017	A McAlarney	Cllr Curran
12/09/2017	A McAlarney	Cllr Devlin
15/09/2017	A McAlarney	Colin McGrath
21/09/2017	G Kerr	Cllr David Taylor
05/10/2017	A McAlarney	Colin McGrath (Office staff Carmel OBoyle attending)
05/10/2017	A McAlarney	Sean Doran
6/10/17	A Hay	Cllr Walker + Jim Shannon MP
06/10/2017	A McAlarney	Cllr Walker Jim Shannon
06/10/2017	G Kerr P Rooney	Cllr David Taylor
09/10/2017	G Kerr	Cllr Brian Quinn
20/10/2017	G Kerr O O'Toole	Cllr David Taylor
23/10/2017	G Kerr	Cllr J Tinnelly
24/10/2017	A McKay G Kerr	Cllr J Tinnelly
27/10/2017	P Rooney	Cllr Brian Quinn
31/10/2017	A McAlarney	Cllr Harry Harvey
03/11/2017	G Kerr	Cllr D McAteer
06/11/2017	G Kerr	Cllr G Fitzpatrick
07/11/2017	L O'Hare	Cllr D McAteer
15/11/2017	A McAlarney	Colin McGrath
17/11/2017	G Kerr	Cllr Brian Quinn
20/11/2017	G Kerr P Rooney	Cllr Brian Quinn

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

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24/11/2017	A Davidson	Cllr David Taylor
28/11/2017	A Davidson	Cllr Terry Hearty
01/12/2017	G Kerr	Cllr J Tinnelly
11/12/2017	A McAlarney	Cllr Walker Jim Shannon MLA
18/12/2017	A McAlarney	Cllr W Clarke
31/01/2018	A McKay	C Hazzard MP
02/02/2018	A McAlarney	Cllr Walker
13/02/2018	A McAlarney	Cllr Enright
16/02/2018	A McAlarney	Colin McGrath MLA
22/02/2018	A McAlarney	Cllr William Walker

Current Appeals

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AUTHORITY Newry, Mourne and Down

ITEM NO	1	PAC Ref:	2016/A0185
Planning Ref:	LA07/2016/0381/	DEA	Crotlieve
APPELLANT LOCATION	Mr Matt Burns Opposite No. 107 Kilbroney Road Rostrevor		
PROPOSAL	Proposed farm retirement dwelling		

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

ITEM NO	2	PAC Ref:	2016/A0192
Planning Ref:	LA07/2016/0802/	DEA	Crotlieve
APPELLANT LOCATION	Darren O'Hagan 60m NE Of 11a New Line Road Hilltown		
PROPOSAL	^{Newry} Site for dwelling and detached garage		

APPEAL TYPE	DC- Refusal of Planning Permission		
Appeal Procedure		Date Appeal Lodged	30/12/2016
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

41

ITEM NO 3
Planning Ref: LA07/2016/0365/ **PAC Ref:** 2016/A0224
APPELLANT Mr And Mrs McCluskey **DEA** Rowallane
LOCATION Lands Between 1 Brae Road And 212 Belfast Road
 Ballynahinch
PROPOSAL 2no proposed dwelling houses

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 27/02/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 4
Planning Ref: LA07/2016/0477/ **PAC Ref:** 2016/A0226
APPELLANT Mr Caolan Quinn **DEA** Slieve Gullion
LOCATION 50m South-east Of No 106 Carrickgallogly Road
 Carrickgallogly
 Belleek
PROPOSAL Erection of dwelling

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 28/02/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Current Appeals

42

ITEM NO 5
Planning Ref: LA07/2017/0077/ **PAC Ref:** 2017/A0071/F
APPELLANT Gary O'Hare **DEA** Crotlieve
LOCATION Lands Between No. 20B And No. 22 Derrycraw Road
 Newry
PROPOSAL RT34 1RG
 Construction of 2 No. new detached 1 1/2 storey infill dwellings with detached double garages, associated site works and new access to public road.

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure Written Reps **Date Appeal Lodged** 24/07/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 6
Planning Ref: LA07/2017/0624/ **PAC Ref:** 2017/A0094
APPELLANT Mary Rooney **DEA** Crotlieve
LOCATION 80A Kilbroney Road
 Rostrevor
PROPOSAL RT34 3RI
 Single storey side and rear extension

APPEAL TYPE DC - Non Determination of a Planning Application
Appeal Procedure Written Reps **Date Appeal Lodged** 25/08/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Current Appeals

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ITEM NO 7

Planning Ref: LA07/2017/0172/ **PAC Ref:** 2017/A0114

APPELLANT SCS **DEA** Newry

LOCATION Lindsay's Hill Approx 60 Metres South East Of 53-55 North Street
Newry BT34 1DD

PROPOSAL Renewal of Extant Planning Approval Ref. P/2011/0340/F for residential development of 14 units (of social housing) with new access road from St Clare's Avenue

APPEAL TYPE DC- Refusal of Planning Permission

Appeal Procedure Informal Hearing **Date Appeal Lodged** 25/09/2017

Date of Hearing

Date Statement of Case Due for Hearing

Date Statement of Case Due - Written Representation

Date of Site Visit

ITEM NO 8

Planning Ref: LA07/2017/0563/ **PAC Ref:** 2017/A0121

APPELLANT Mr John Morgan **DEA** Crotlieve

LOCATION Land 20m North Of 24 Ballyvally
Mayobridge

PROPOSAL RT34 2RT
2 dwellings with detached garages to rear

APPEAL TYPE DC- Refusal of Planning Permission

Appeal Procedure **Date Appeal Lodged** 22/12/2017

Date of Hearing

Date Statement of Case Due for Hearing

Date Statement of Case Due - Written Representation

Date of Site Visit

Current Appeals

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ITEM NO	9		
Planning Ref:	LA07/2017/0145/	PAC Ref:	2017/A0151
APPELLANT	Cathal Sloan	DEA	The Mournes
LOCATION	Lands Approximately 55 Metres South Of 14 Sandy Brae Attical		
PROPOSAL	Site for dwelling and detached garage at existing cluster of development in the countryside		
APPEAL TYPE	DC- Refusal of Planning Permission		
Appeal Procedure	Informal Hearing	Date Appeal Lodged	30/10/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	10		
Planning Ref:	LA07/2017/0371/	PAC Ref:	2017/A0158
APPELLANT	Kieran And Briege King	DEA	Newry
LOCATION	56a Drumintee Road Meigh Newry		
PROPOSAL	Retention of existing caravan port at rear of dwelling		
APPEAL TYPE	DC- Refusal of Planning Permission		
Appeal Procedure	Written Reps with Site Visit	Date Appeal Lodged	07/11/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO	11		
Planning Ref:	LA07/2015/1123/	PAC Ref:	2017/A0161
APPELLANT	Quayside Propoeties Ltd	DEA	Newry
LOCATION	2-3 Sugarhouse Quay Lisdrumgullion		
PROPOSAL	Newry Demolition of remaining parts of building for health and safety reasons		
APPEAL TYPE	DC - Refusal of LB Consent		
Appeal Procedure	Written Reps with Site Visit	Date Appeal Lodged	15/11/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	12		
Planning Ref:	LA07/2017/0370/	PAC Ref:	2017/A0165
APPELLANT	Fergal Rafferty	DEA	Slieve Gullion
LOCATION	16 Ummeracam Road Silverbridge		
PROPOSAL	Newry Retention of two storey projection to southern gable of dwelling, alterations to bay windows at front of dwelling and alterations to window fenestration to side and front elevations of dwelling		
APPEAL TYPE	DC- Refusal of Planning Permission		
Appeal Procedure		Date Appeal Lodged	15/11/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

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ITEM NO 13
Planning Ref: LA07/2017/0687/ **PAC Ref:** 2017/A0168
APPELLANT Steven And Diane Campbell **DEA** The Mournes
LOCATION 30m North Of 94 Greencastle Road
 Kilkeel
 RT34, 4DF
PROPOSAL Infill site for new dwelling and garage in existing cluster (amended plans)

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure Written Reps with Site Visit **Date Appeal Lodged**
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 14
Planning Ref: LA07/2016/1647/ **PAC Ref:** 2017/A0169
APPELLANT DBM Contracts **DEA** Newry
LOCATION 20 Metres East Of 6 Daisy Hill
 Carnagat
 Newry
PROPOSAL Erection of two dwellings and retention of retaining walls

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 22/11/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Current Appeals

ITEM NO 15
Planning Ref: LA07/2017/0375/ **PAC Ref:** 2017/A0177
APPELLANT Mr Declan Kearney **DEA** Slieve Gullion
LOCATION 30m West Of 34 Station Road
 Adavoyle
 Killeavy
PROPOSAL Farm Dwelling and Garage

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure Written Reps **Date Appeal Lodged**
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 16
Planning Ref: LA07/2017/0786/ **PAC Ref:** 2017/A0178
APPELLANT Walter Watson **DEA** Slieve Croob
LOCATION 4 Drumnaquoile Road
 Castlewellan
PROPOSAL Replacement dwelling and detached garage

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 04/12/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Current Appeals

ITEM NO 17
Planning Ref: LA07/2017/0856/ **PAC Ref:** 2017/A0181
APPELLANT Brian Hollywood **DEA** Slieve Gullion
LOCATION 20 Lough Road
 Mullaghbawn
 RT35 9XP
PROPOSAL Proposed change of use from Spa Centre Business to dwelling with some minor renovations

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure Informal Hearing **Date Appeal Lodged** 06/12/2017
Date of Hearing 15/03/2018
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 18
Planning Ref: LA07/2017/1174/ **PAC Ref:** 2017/A0186
APPELLANT Brendan McCartan Esq **DEA** Slieve Croob
LOCATION Approx 18m North Of 156
 Downpatrick Road
 Rallynahinch
PROPOSAL Dwelling & garage

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 11/12/2017
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Current Appeals

ITEM NO	19		
Planning Ref:	LA07/2017/0319/	PAC Ref:	2017/A0188
APPELLANT	Mr Sean O'Hare	DEA	Slieve Gullion
LOCATION	10A Limekiln Road Newry BT35 7JX		
PROPOSAL	Retention of authorised treatment facility for end-of-life vehicles, including access road and all associated site infrastructure, including areas of hardstanding, drainage systems, all buildings, structures, racks, fencing and gates		
APPEAL TYPE	DC- Refusal of Planning Permission		
Appeal Procedure	Informal Hearing	Date Appeal Lodged	12/12/2017
Date of Hearing		18/04/2018	
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

ITEM NO	20		
Planning Ref:	LA07/2017/0018/	PAC Ref:	2017/A0189
APPELLANT	Rozanna Huq	DEA	Downpatrick
LOCATION	To The South Of 24 Crossgar Road East Crossgar BT30 9ER		
PROPOSAL	Proposed 2no infill dwellings and garages (Amended site plan received re: Site splays).		
APPEAL TYPE	DC - Conditions of Approval		
Appeal Procedure		Date Appeal Lodged	11/12/2017
Date of Hearing			
Date Statement of Case Due for Hearing			
Date Statement of Case Due - Written Representation			
Date of Site Visit			

Current Appeals

50

ITEM NO 21

Planning Ref: LA07/2017/0114/ **PAC Ref:** 2017/A0202

APPELLANT Mr Vincent McGuinness **DEA** Newry

LOCATION 210m South 30 Low Road
Killeavy

PROPOSAL ^{Newry} Retention of existing industrial units and yard area for use as a waste transfer station. Includes associated car parking, external storage are and weighbridge.

APPEAL TYPE DC- Refusal of Planning Permission

Appeal Procedure **Date Appeal Lodged** 22/12/2017

Date of Hearing

Date Statement of Case Due for Hearing

Date Statement of Case Due - Written Representation

Date of Site Visit

ITEM NO 22

Planning Ref: LA07/2017/1138/ **PAC Ref:** 2017/A0209

APPELLANT Bernard Morgan **DEA** Newry

LOCATION Adjacent To And Immediately South East Of No.1 Newtown Court
Newtown Road

PROPOSAL ^{Cloghogue} Erection of Agriculture Buildings

APPEAL TYPE DC- Refusal of Planning Permission

Appeal Procedure **Informal Hearing** **Date Appeal Lodged** 11/01/2018

Date of Hearing

Date Statement of Case Due for Hearing

Date Statement of Case Due - Written Representation

Date of Site Visit

Current Appeals

51

ITEM NO 23
Planning Ref: LA07/2016/0952/ **PAC Ref:** 2017/A0213
APPELLANT D & M Downey **DEA** Newry
LOCATION 113-117 Dublin Road
 Newry
PROPOSAL RT35, ROP
 Sub-division of part of existing bulky goods retail warehouse (No 115)
 to provide 3 No. ground floor class A1 retail units with new shopfronts
 (the 3 No. units to operate without compliance with the bulky goods
 condition on approval P/1993/0605); and western extension of site area
APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure Informal Hearing **Date Appeal Lodged** 18/01/2018
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 24
Planning Ref: LA07/2016/1331/ **PAC Ref:** 2017/A0214
APPELLANT Ms Joanna Magee **DEA** Downpatrick
LOCATION Lands Adjoining And Between 57 And 61 Churchtown Road
 Downpatrick
PROPOSAL Two detached dwellings and garages
APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 23/01/2018
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Current Appeals

52

ITEM NO 25
Planning Ref: LA07/2017/0770/ **PAC Ref:** 2017/A0228
APPELLANT Mr And Mrs J McPolin **DEA** Slieve Croob
LOCATION 13 Downpatrick Road
 Ballynahinch
 RT24 RSH
PROPOSAL Proposed detached garage, rear extension to dwelling and extended site curtilage

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 20/02/2018
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

ITEM NO 26
Planning Ref: LA07/2017/1400/ **PAC Ref:** 2017/E0046
APPELLANT Nu Screen Ltd **DEA** Slieve Croob
LOCATION 70 Ballywillwill Road
 Castlewellan
 RT31 RIG
PROPOSAL Erection of engineering workshop and the carrying on of a fabrication and glazing business

APPEAL TYPE DC- Refusal of Planning Permission
Appeal Procedure **Date Appeal Lodged** 17/01/2018
Date of Hearing
Date Statement of Case Due for Hearing
Date Statement of Case Due - Written Representation
Date of Site Visit

Report to:	Regulatory & Technical Services Committee
Date of Meeting:	21 st March 2018
Subject:	Report on Bus Shelter Requests
Reporting Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services (Acting)
Contact Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management & Maintenance

Decisions required:	
To note the contents of the report, and consider and agree to: <ul style="list-style-type: none"> Bus Shelter Recommendations 	
1.0	Purpose and Background:
1.1	<p>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.</p> <p>At its Monthly Meeting held on 7th September 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.</p> <p>Attached at Appendix 1 is a report providing an update on requests with recommendations provided for approval/consideration.</p>
2.0	Key issues:
2.1	The recommendations provided are in line with Council Policy on bus shelters.
3.0	Recommendations:
3.1	That the Committee approve the recommendations and or give direction on matters contained within Appendix 1.
4.0	Resource implications
4.1	Officer time. Capital budget within this financial year for provision of bus shelters. Capital budget of £135,000 over financial years 2017/18 to 2021/2022
5.0	Equality and good relations implications:
5.1	It is not anticipated that the proposal will have an adverse impact upon equality if opportunity and good relations.
6.0	Appendices
	Appendix I: Report on Bus Shelter Requests

Appendix 1: Report on Bus Shelter Requests

Section A: Bus Shelters Requests for consideration to Approve/Decline

1. New bus shelter at Belfast Road, Newry (Belfast Bound)

Background & Summary of Findings to date

An initial request was received on 2nd February 2017 for a bus shelter to be erected at Belfast Road, Newry (Belfast Bound)

Table 1 below summarises consultation process which has been carried out having regard to Council Policy Requirements.

Table 1

Consultee	Response	Comment
Transport NI	No objections in principle provided Cantilever type structure used.	Complies with Policy
PSNI	No objections	Complies with Policy
Translink	Less than 10 Translink passengers use this bus stop over the course of a day. However, Officer observations have noted that bus stop is well used in mornings Monday to Friday by passengers being picked up by private contractor travelling to Belfast. It is considered that "need" criteria (minimum of 10 passengers per day in rural area) will be met considering both Translink customers and the private contractors passengers.	Complies with Policy
Local property owners/residents within 50 metre radius of proposed site	No properties within a 50 metre radius	Not applicable

Recommendations

A cantilever type bus shelter (no side panels) to be erected at this location.

2. New bus shelter at Newry Road, Forkhill

Background & Summary of Findings to date

An initial request was received on 10th February 2017 for a bus shelter to be erected at Newry Road, Forkhill

Table 1 below summarises consultation process which has been carried out having regard to Council Policy Requirements.

Table 2

Consultee	Response	Comment
Transport NI	No objections in principle.	Complies with Policy
PSNI	No objections	Complies with Policy
Translink	Less than 10 passengers use this bus stop over the course of a day	Does not comply with Policy
Local property owners/residents within 50 metre radius of proposed site	One property located within 50 metres of proposed location. The Occupier objected to the proposal	Does not comply with Policy

Recommendations

A bus shelter should not be erected at this location as it does not fulfil all the criteria as per council policy. Usage numbers in a rural location must be a minimum of 10 during the course of a day and at least one third or more of home owners in the vicinity objected to the proposed bus shelter

3. Replacement of existing bus shelter on Downpatrick Road, Killyleagh

Background & Summary of Findings to date

A request was received on 31st March 2017 for the bus shelter on Downpatrick Road, Killyleagh, to be replaced with a cantilever style bus shelter (open structure).

A photograph of the current bus shelter which is in good condition is provided below.

Translink were consulted and confirmed that this is a well used bus stop with school children using it in the morning. During the day there would be at least 8-10 passengers per journey, 9 journeys are operated per day (Mon-Fri).

PSNI were consulted who confirmed that there is anti-social behaviour in the area due to kids loitering at the bus shelter. The resident who lives behind the shelter has had major damage caused to her hedge as a result of anti-social behaviour.

The Council has now removed the front wall of the structure to make it open. However the resident has requested that the current shelter be replaced with an open perspex type shelter.

PSNI have been further consulted in relation to action they can take to address anti social behaviour in the area.



Recommendations

For direction by Council.

4. Replacement of existing bus shelter on Old Warrenpoint Road, Newry

Background & Summary of Findings to date

A request was received for the bus shelter on the Old Warrenpoint Road, Newry, to be replaced with a cantilever style bus shelter.

A photograph of the current bus shelter which is in poor condition is provided below. Council is aware of a number of instances where fires have been started within the shelter causing damage to the structure. Given its current condition and the history of fires being lit on the shelter changing it to an open type structure is advisable.

PSNI have no reports of anti-social behaviour associated with the structure but would support its adaptation.

Translink were consulted and confirmed that this is a well used bus stop with school children using it in the morning. During the day it serves the No. 39 service into Newry.



Recommendations

For direction by Council

Section B: Bus Shelter Requests under Consideration

Table 3 below lists requests under consideration with comment on progress.

Table 3

Location	Comment
Ballyculter Crossroads, Strangford	Being considered under policy – no findings to report as yet.
Upper Strangford Road, Ardglass	Being considered under policy – no findings to report as yet.
Sheepbridge roundabout, Belfast Road, Newry (Newry Bound)	All consultations complete with exception of SELB. Currently does not meet “need” criteria as less than 10 people per day use bus stop to board Translink buses.
Killard Road/Killard Avenue, Ballyhornan	All consultations complete with exception of SELB. Currently does not meet “need” criteria as less than 10 people per day use bus stop to board Translink buses.
Ballyhornan Village	All consultations complete with exception of SELB. Currently does not meet “need” criteria as less than 10 people per day use bus stop to board Translink buses.
Carnany Road, Mayobridge	All consultations complete with exception of PSNI. Meets policy requirements so far.
Silverbridge Road, Newry	All consultations are complete. Proposed site for bus shelter is on private land so permission

	of land owner is to be sought.
Longstone Road, Ballymartin	All consultations complete with exception of SELB and PSNI. Currently does not meet "need" criteria as less than 10 people per day use bus stop to board Translink buses.
Drummond Road, Gosford Road, Newry	All consultations complete with exception of Translink usage figures and PSNI comment.
Extension to existing Bus shelter on Belfast Road, Saintfield	Translink consulted but no response to date.

Report to:	Regulatory and Technical Services Committee	
Date of Meeting:	21 March 2018	
Subject:	Implementation of a Co-Mingled Collection Service across the Council District	
Reporting Officer (Including Job Title):	Roland Moore	Acting Director of Neighbourhood Services
Contact Officer:	Liam Dinsmore	Assistant Director (Acting) Neighbourhood Services (Waste)

Decisions Required

To note the contents of the report, and consider and adopt:-

- Proposed Project Plan to implement a Co-Mingled Collection Service across the Council District

1.0 Purpose and Background

1.1 The Council have agreed to implement a co-mingled collection service across the Council district, to commence 1 April 2019 at the latest. A project plan is now presented, against which plan, the project is proposed to be delivered.

2.0 Key Issues

2.1 A decision has been taken to implement a Co-Mingled Mixed Dry Recycling Collection System across the Council District. The system is currently in operation at Newry Legacy (40,000 properties), and will now be extended to Downpatrick Legacy (30,000 properties). This decision has been informed following a Review and appraisal by an independent Consultant.

2.2 Target date for implementation is 1 April 2019, at latest.

2.3 Requirement now exists to establish a Project Plan and Project Team to ensure the revised collection arrangements are implemented.

2.4 Several aspects require attention, for which timelines will have to be drawn up, with key dates identified. Related aspects include route optimisation, in-cab technology, Neighbourhood Service related issues and finalisation for Terms and Conditions, which items are significant but which must not delay implementation of the co-mingled collection system.
A key issue, procurement of disposal options, is currently being discussed in conjunction with Arc 21.

A Project Meeting will be timetabled as per Project Plan, attached Appendix 1, following which the Scope for the Project Plan may be finalized

3.0 Recommendations

3.1 Standard system of collection to be implemented by 1 April 2019, at the latest.

3.2	Timetable for delivery of Project to be as detailed at Appendix 1.
3.3	Project progress to be reported initially through the Strategic Waste Management Group, with updates recorded to Regulatory and Technical Services Action Sheet as appropriate.
3.4	Close consideration to be given to ensure that existing collection arrangements at Down Legacy are not compromised by householders contaminating blue bins, by placing glass into such bins before any agreed implementation date, with appropriate Communications to be undertaken in this respect.
4.0	Resource Implications
4.1	<p>As with Food Waste Project, the completion of the project ref: Extension of a Co-Mingled collection service across the Council District will be a major undertaking.</p> <p>It is proposed that works will be undertaken in-house, by the relevant Officers from Waste, IT and other disciplines, supported by an external Consultant, as and when required e.g. the implementation of specific Route Optimisation Software.</p> <p>A significant communications requirement exists, which aspect is addressed in the Project Plan.</p>
4.2	It is not considered that any additional costs will apply, all requirements having been anticipated in the existing budgets.
5.0	Equality and Good Relations Implications
5.1	Consultation will be undertaken with the relevant Council Department but no issue is anticipated.
6.0	Appendices
6.1	Project Plan for the completion of the project to introduce a co-mingled collection service for Mixed Dry Recyclables across the Council District.

Appendix No. 1**Project Plan Implementation Plan for extension of Co-Mingled collection of MDR Wastes to Down Legacy area****(Detail to be set down in form of a Project Gantt Chart following initial scoping meeting)**

Item No.	Date	Action Point	Comment
1.	March 2018	Meeting of Project Team to define Scope of Project	Meeting: Key Officers from Across Council Departments.
2.	April 2018	Meeting of Project Team to consider updates in relation issues affecting Contract completion e.g. Procurement Contract for disposal of MDR arisings	1. Procurement of Recycling Contract 2. Availability of Route Optimisation Software 3. Availability of IT Personnel
3.	May 2018	1. Consultation with staff to identify any issues/Create process to keep staff informed 2. Commence procurement process for Recycling Contract 3. Review data for Routes 4. Review any Fleet issue	Lead: P Whyte /Liam Dinsmore
4.	June 2018	1. Update to Strategic Waste Group 2. Meeting of Project Team 3. Commence Route Review and Systems Review	Lead: P Whyte /Liam Dinsmore
5.	July 2018	1. Route Review and Systems Review 2. Identify and address any Neighbourhood Services and reporting issues	Lead: P Whyte /Liam Dinsmore
6.	August 2018	1. Finalise Contract Procurement issues 2. Report to SWWG	Lead: P Whyte/Liam Dinsmore
7	September 2018	1. Draw up Communications Strategy 2. Meeting of Project Team	1. Waste Team/Marketing 2. Lead: P Whyte /Liam Dinsmore
8	October 2018- December 2018	1. Routes Review 2. Award Contract for Recycling 3. Review any Route and/or Personnel issue 3. Convene SWWG Meeting	Lead: P Whyte/Liam Dinsmore
9	Jan–March 2018	Implementation of New Contract	
10	April 2019	Projected latest date for collection of co-mingled MDR Wastes from Down Legacy	

Report to:	Regulatory and Technical Services Committee
Date of Meeting:	21 st March 2018
Subject:	Waste Management Scale of Charges 2018/2019
Reporting Officer (Including Job Title):	Roland Moore, Acting Director of Neighbourhood Services
Contact Officer (Including Job Title):	Liam Dinsmore, Assistant Director (Acting) Neighbourhood Services

Decisions required:

To note the contents of the report, and consider and agree to:

- **Scale of Charges for Purchase of Wheeled Bins**
- **Scale of Charges for Waste Collection Services; Trade Waste 2018/19**
- **Scale of Charges for wastes received at Civic Amenity Sites**
- **Scale of charges applicable to arc21 Contracts (for Noting – this information 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)**

1.0	Purpose and Background:
1.1	Each year, the Waste Section carries out an analysis of its pricing mechanisms and therefore presents this in the form of its scale of charges for Council consideration for 2018/2019 and to take effect from 1 st May 2018 to 31 st March 2019.
2.0	Key issues:
2.1	<p>Waste Collection charges apply for collection of wastes at Commercial Premises. Charges are levied based on bin size, service requirements and frequency of collection.</p> <p>Council Waste Strategy seeks to encourage recycling and minimisation of black bin wastes.</p> <p>Appendix 1</p> <ol style="list-style-type: none"> 1. Identifies the relevant bin sizes and collection prices for Trade Waste. A 3.38% increase has been applied in relation to Black Bin Collection. 2. No increase has been applied for Blue or Brown Bin Collection. Intent is to encourage customers to use their recycling bins rather than general waste, or black bin. <p>It is intended to monitor the impact of this concession in the future.</p> <ol style="list-style-type: none"> 3. Details charges as apply for receipt of Commercial Wastes at commercial Civic Sites. A 3.38% increase has been applied, rounded to facilitate issue of change, administration and cash handling.

	<p>4. Details scale of charges for Purchase of Wheeled Bins. No increase applies.</p> <p>Appendix 2</p> <p>1. Details annual charges relating to arc 21 contracts and are set from various contracts managed on behalf of the arc21 Councils.</p>
3.0	Recommendations:
3.1	<p>That the Committee adopt the Proposed Waste Services Scale Of Charges 2018/19 as set out in section 2.1 – Appendix 1.</p> <p>That the Committee Note the charges applicable to arc21 Contracts – Appendix 2.</p>
4.0	Resource implications
4.1	<p>Officer time – to make staff aware of pricing and to update and configure literature and computerised systems.</p> <p>Other Impacts – intent is that even by small concessions regarding waste collection charges that will impact favourably on recycle rates.</p>
5.0	Equality and good relations implications:
5.1	It is not anticipated that the proposal will have an adverse impact upon equality of opportunity and good relations.
6.0	Appendices
	<p>Appendix 1: Proposed Waste Management Scale of Charges 2018/2019. Appendix 2: Scale of Charges applicable to arc 21 Contracts (for Noting – exempt information).</p>

Ag freastal ar an Dún
agus Ard Mhacha Theas
Serving Down
and South Armagh



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an Iúir, Mhúrn agus an Dúin
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District Council

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PROPOSED WASTE MANAGEMENT CHARGES 2018/2019

1. *BIN PURCHASE – No Increase from 2017/2018

BIN PRICES	BLACK (RESIDUAL BIN)	BLUE & BROWN RECYCLING BINS (Domestic & Trade)
140 litre bin collected from Depot	£38.00	£19.00
240 litre bin collected from Depot	£40.00	£20.00
360 litre bin collected from Depot	£84.00	£42.00
660 litre bin collected from Depot	£278.00	£278.00
1100 litre bin collected from Depot	£314.00	£314.00
140 Litre bin delivered	£43.00	£24.00
240 Litre bin delivered	£45.00	£25.00
360 Litre bin delivered	£94.00	£52.00
660 Litre bin delivered	£308.00	£308.00
1100 Litre bin delivered	£344.00	£344.00
Axles & Wheels collected from depot (140 litre & 240 litre)	£12.00	£12.00
Axles & Wheels fitted (140 litre & 240 litre)	£16.00	£16.00
Lid delivery & fitting (only available Greenbank 140 litre & 240 litre)	£13.00	£13.00
Second hand 240 litre collected from depot	£15.00	£15.00
Second hand 240 litre bin delivered	£20.00	£20.00

2. *Bulky Household Waste £10.00 (maximum 5 items) – No Increase from 2017/2018

3. *HRC Commercial Charges (Camlough & Kilkeel Sites Only) 2017/2018 2018/2019

Car Boot	£6.10	£6.30
Car Full	£28.30	£29.00
Small van up to 1.5 GVW	£28.30	£29.00
Small trailer up to 2 x 1.5 1.5 m	£28.30	£29.00
Large van assumed weight 0.84 tonne	£85.85	£90.00
Large trailer ie horsebox/silage trailer	£85.85	£90.00
Commercial recyclable waste (max 6 x bags or equivalent)	FREE	FREE

*Note: Prices are V.A.T. inclusive

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4. <u>**Trade Waste Residual Bins</u>	2017/2018	2018/2019
140 litre bin collected	£3.94	£4.07
240 litre bin collected	£4.81	£4.97
360 litre bin collected	£6.74	£6.97
660 litre bin collected	£12.60	£13.03
1100 litre bin collected	£20.45	£21.14

Remains as per 2017/2018

5. <u>**Trade Waste Dry Recyclable</u>	
140 litre bin collected	£3.19
240 litre bin collected	£3.40
360 litre bin collected	£4.55
660 litre bin collected	£8.89
1100 litre bin collected	£13.59
6. <u>**Trade Waste Organic</u>	
140 litre bin collected	£7.50

** Note: Collection charges are V.A.T. exempt

7. Caravan Trade Waste Collection Charges:-

Check with management for prices.

8. Charities

Charities to pay for purchase of bin, but receive free collection service for 1x240L black & 1x240L blue per fortnight. Anything over this usage is subject to charges.

6 Monthly Report for RTS Committee Meeting

1.0 Building Regulations Report – Matters for Noting

1.1 Number of Building Regulation Applications Received

1 Sept 2017 – 28 Feb 2018

1407

1 Sept 2016 - 28 Feb 2017

1433

1.2 Fees Received

1 Sept 2017 – 28 Feb 2018

Plan Fee £102,450.00

Inspection Fee £257,034.90

Total £359,484.90

1 Sept 2016 – 28 Feb 2017

Plan Fee £128,554.38

Inspection Fee £329,798.99

Total £458,353.37

1.3 Site Inspections carried out

1 Sept 2017 – 28 Feb 2018

6040

1 Sept 2016 – 28 Feb 2017

5946

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. However, I would expect all SLA targets to be met when we return to a full complement of staff. However it has to be acknowledged that this will take a considerable amount of time as two Building Control Surveyors are about to leave the Council; one is taking up new employment with another Council and the other is due to retire in April. We shall commence the recruitment process in due course.

2.0 Enforcement

Number of premises visited to assess extent of unauthorised works between September 2017 and February 2018 = 8

64 Drummanmore Road, Kilkeel	Metal Framed Shed and Log Cabin	Resolved
32 Edward Street, Downpatrick	Conversion of 1st Floor (above detached garage) to habitable accommodation and Installation of Stove and Flue	1 st Reminder Letter Sent
6-7 Merchants Quay, Newry	Office / Computer Suite	Resolved
27 Bridge Street, Rostrevor	Alterations to Bar / Restaurant	Resolved
37 Greencastle Street, Kilkeel	Change of Use, Shop, Ground Floor, Assembly First Floor, Office Space on Second Floor	1 st Reminder Letter Sent
3 Lissaraw Road, Camlough	Change of Use with Alterations and Extension to form Dwelling	28 day timeframe hasn't expired yet
245 Armagh Road, Newry	Frame Erected	28 day timeframe hasn't expired yet
43 Belfast Road, Newry	Alterations to Existing Community Hall	28 day timeframe hasn't expired yet

3.0 Dangerous Structures

Number of premises identified as dangerous structures between September 2017 and February 2018 = 4

3 Dromalane Road, Newry	Chimney Stack	Resolved
7 Wicket Lane, Saintfield	Loose Slates on Roof	Resolved
18 Barcroft Park, Newry	Block Wall on Rear Boundary of Property	Resolved
32 Mary Street, Warrenpoint	Dangerous Structure	Resolved

4.0 Property Certificates

Property certificates responded to date.

1 Sept 2017 – 28 Feb 2018
665

1 Sept 2016 – 28 Feb 2017
712

5.0 Fire Risk Assessments

There have been 32 Fire Risk Assessments carried out during the past 6 months.

- Dorsey Community Centre
- Cloughreagh Community Centre
- Mullaghbawn Community Centre
- Newry Swimming Pool
- The Men's Shed, Rostrevor
- Council Offices, Monaghan Row
- Greenbank Depot
- Newry Arts Centre
- Cabra Community Centre
- Forkhill Community Centre
- Cullyhanna Community Centre
- Newtownhamilton Community Centre
- Bessbrook Community Centre
- Crossmaglen Community Centre
- McGrath Centre, Newry
- Annalong Community Centre
- Barnmeen Community Centre
- Lisnacree Community Centre
- Meigh Community Centre
- Bann Road Civic Amenity Centre
- Castlewellan Community Centre
- Ballymote Sports and Wellbeing Centre
- Down County Museum
- Killyleagh Bridge Centre
- Ardglass Public Toilets
- Crossgar Public Toilets
- South Promenade Public Toilets
- Quoile Public Toilets
- Killyleagh Public Toilets
- Ballynahinch Public Toilets
- Dundrum Picnic Area Public Toilets
- Saintfield Public Toilets

6.0 Energy Performance of Buildings (EPB) Checks 1st September 2017 - 28th February 2018

ESTATE AGENTS

- * Total no of agents checked (on site/ website) – 34 (every month for 6 months)
- * Total number of non-compliance – 105
- * Number of first warning letters issued – 31
- * Number of successful first warning letters – 22

Display Energy Certificates (DEC's)

- * Number of buildings checked on Landmark - 72
- * Number of buildings compliant on Landmark- 68
- * Number of 2 month expiry letters issued - 30
- * Number of first warning letters issued - 25
- * Number of successful first warning letters - 11

AIR CONDITIONING

- * Number of air con buildings checked on landmark - 80
- * Number of air con buildings compliant – 74
- * Number of first warning letters issued - 18
- * Number of successful first warning letters - 12

EPCs RECEIVED (ON CONSTRUCTION)

- * Number of new dwelling EPC's checked on Landmark – 384
- * Number of new dwellings complaint – 331

Recommendation: For Noting

Colum Jackson
Assistant Director of Enterprise, Regeneration and Tourism

Licensing Report – Matters for Noting

1.0 Application Information

1.1 Application Information

**1 September
2017 - 28
February 2018**

Number of Licensing Applications Received and Validated (Entertainment, Cinema, Petroleum, Amusement, Marriage, Street Trading, Lotteries, Road Closures, Pavement Café and Dogs)	5935
Number of Licences Granted (Entertainment, Cinema, Petroleum, Amusement, Marriage, Street Trading, Lotteries, Road Closures, Pavement Café and Dogs)	5850
Number of Annual Inspections Carried out (including During Performance Inspections)	380

2.0 List of Entertainment Licences issued from 1 September 2017 – 28 February 2018

Name of Premises	Address
Thierafurth Inn	83 Dublin Road, Kilcoo, BT34 5HT
Cosy Bar	42 Dundalk Street, Newtownhamilton, BT35 0PB
Orchard Bar	114 Rathfriland Road, Newry, BT34 1PH
Gormans Bar	2 Bavan Road, Mayobridge, BT34 2EP
The Golf Inn	11 Forkhill Road, Newry, BT35 8LZ
Mr Buzby's	16 The Square, Newtownhamilton, BT35 0AA
Whiskey Micks (The Cabin)	40 Church Street, Downpatrick, BT30 6EJ
Anchor Bar	49 Castle Street, Killough, BT30 7QQ
Crossgar War Memorial Community Hall	5 John Street, Crossgar, BT30 9EG
St Michael's Parochial Hall	Rathfriland Road, Dromara, BT25 2EE
Garvey's Bar & Restaurant	58 New Road, Silverbridge, BT35 9LN
Burrendale Hotel, Country Club & Spa	51 Castlewellan Road, Newcastle, BT33 0JY
Second Saintfield Presbyterian Church Hall	Ballynahinch Road, Saintfield, BT24 7AD

Killyleagh Football Club

Comber Road, Killyleagh, BT30 9QZ

Name of Premises**Address**

Ramery Inn

45 Windmill Street, Ballynahinch, BT24 8HB

Ballyward Masonic Hall

42 Ballyward Road, Ballyward, BT31 9PP

The Lodge Cultural Community &
Business Centre

1 Dublin Road, Castlewellan, BT31 9AG

Raffrey Presbyterian Church Hall
Cocos

Manse Road, Crossgar, BT30 9LZ

27A Central Promenade, Newcastle, BT33 0HH

Kent Amusements

79 Central Promenade, Newcastle, BT33 0HH

Slieve Donard Hotel

Downs Road, Newcastle. BT33 0AH

Millbrook Lodge Hotel

5 Drumaness Road, Ballynahinch, BT24 8LS

Round House Bar

28 Stream Street, Downpatrick, BT30 6DE

The Halfway House

138 Glasdrumman Road, Annalong, BT34 4QL

Country Folk Inn

114 Tullyawe Road, Whitecross, BT60 2TQ

Saintfield Orange Hall

41 Main Street, Saintfield, BT24 7AB

Central Bar

1 Cross Street, Killyleagh, BT30 9QG

St Patricks GFC

Tullynavall Road, Cullyhanna, BT35 0PZ

The Castle Inn

109 Ballynoe Road, Downpatrick, BT30 8AJ

Mountain House Bar

37 Newry Road, Belleek, BT35 7PB

St Johns GAA

Ballywillwill Road, Castlewellan, BT31 9NR

Windmill Bar

46 Church Street, Newry, BT34 2AU

The Saint Patrick Centre

53A Lower Market Street, Downpatrick, BT30 6LZ

Edengrove Presbyterian Church

15-17 Dromore Road, Ballynahinch, BT24 8AG

The Cuan Guest Inn

43440 The Square, Strangford, BT30 7NN

Loanda House Community Centre

Dorans Hill, Newry, BT35 8EJ

Maddens Bar

46A Mill Street, Newry, BT34 1AG

Newtownhamilton Rural
Community Hall

Dundalk Road, Newtownhamilton

Dan's Bar & Danni's Function
Room

109 Camlough Road, Newry, BT35 7EE

INF Social Club Ballyholland

46 Lower Ballyholland, Newry, BT34 2LU

Mayobridge Community Centre

Old Road, Mayobridge, BT34 2HE

Bright Castle Golf Club

14 Coniamstown Road, Downpatrick, BT30 8LU

The Beer Garden

20-21 Cardinal O'Fiaich Square, Crossmaglen, BT35 9HG

The Bridge Bar

55 North Street, Newry, BT34 1DD

Cloverhill Golf Club

Lough Road, Mullaghbawn, BT35 9XP

Ardglass Golf Club

4 Castle Place, Ardglass, BT30 7TP

Doyle's Bar

22 Main Street, Camlough, BT35 7JG

St Columbas Hall

3 Drumnaconagher Road, Crossgar, BT30 9JQ

Sticky Fingers Arts

1A Upper Edward Street, Newry, BT35 6AX

Avoca Hotel

93-97 Central Promenade, Newcastle, BT33 0HH

Saul Community Hall
Newry and Mourne Museum

St Patrick's Road, Downpatrick, BT30 7JQ
Bagnels Castle, Castle Street, Newry, BT34 2BY

Name of Premises

Address

Rosco's Amusement Arcade
Narrow Water Castle
Santa's Cottage
Oktoberfest
Square 4
First & Last
Bryansford GAC
The Q Club
The Mourne Country
The Rostrevor Inn
AOH Hall Glasadrumman
Ballynahinch Rugby Football Club

Finnis Orange Hall
Greenans Steakhouse
Saintfield Parish Church Hall
Kings Bar
John Moore Wines & Spirits
Rademon Non-Subscribing
Presbyterian Church Hall
Russell Bar
Irish National Foresters Club
The Phoenix Bar
Percy French Restaurant
The Mill at Ballydugan
Drumaness Mills Football Club
Rooney's Bar
Bessbrook Community Centre
Dufferin Arms
The Ramble Inn
Mourne Golf Club
Spa Golf Club
Castleward – Front Lawn &
Farmyard
Denvir's Coaching Inn
Kilmorey Arms Hotel
Castleward Estate – Front Lawn,
Sunken Garden

15 St Patricks Drive, Downpatrick, BT30 9NE
Newry Road, Warrenpoint, BT34 3LE
Sandbank Road, Hilltown, BT34 5XX
Albert Basin, Newry
4 The Square, Kilkeel, BT34 4AA
24 The Square, Warrenpoint, BT34 3JT
Castlewellan Road, Newcastle
2 Basin Quay, Newry, BT35 6HX
52 Belfast Road, Newry, BT34 1TR
33-35 Bridge Street, Rostrevor, BT34 3BG
298 Glasdrumman Road, Annalong, BT34 4QN
Ballymacarn Park, 6 Mountview Road, Ballynahinch,
BT24 8JR
161 Rathfriland Road, Dromora, BT25 6EG
1D Hilltown Road, Cabra, BT34 5EZ
43-45 Main Street, Saintfield, BT24 7AB
136 Rathfriland Road, Dromora, BT25 2EE
9A Margaret Square, Newry, BT34 1DE
16 Listooder Road, Crossgar, BT30 9JE

7 Church Street, Downpatrick, BT30 6EH
15A William Street, Newry, BT34 2EQ
2 Upper Water Street, Newry, BT34 1DJ
Downs Road, Newcastle, BT33 0AH
3 Drumcullan Road, Downpatrick, BT30 8HZ
156A Drumaness Road, Drumaness, BT24 8RL
22 Main Street, Hilltown, BT34 5UH
Pond Field, Bessbrook, BT35 7DT
35 High Street, Killyleagh, BT30 9AF
122 Vianstown Road, Downpatrick, BT30 8HN
36 Golf Links Road, Newcastle, BT33 0AN
20 Grove Road, Ballynahinch, BT24 8PN
Castleward, Park Road, Downpatrick, BT30 7LS

14-16 English Street, Downpatrick, BT30 6AB
41-43 Greencastle Street, Kilkeel, BT34 4BH
National Trust, Castleward Estate, Park Road,
Strangford, BT30 7LS

Four Roads Inn	17 Carricknab Road, Ballykinler, BT30 8DF
St Patricks Parish Centre	24 Church Street, Ballynahinch, BT24 8LP

Name of Premises**Address**

Castleward Estate – Mansions House Theatre	National Trust, Castleward Estate, Park Road, Strangford, BT30 7LS
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3.0 List of Petroleum Licences issued from 1 September 2017 – 28 February 2018

Name of Premises**Address**

S McConnell & Sons Ltd	184 Carrigenagh Road, Kilkeel, BT34 4QA
Square View Filling Station	33 Newry Street, Newtownhamilton
Satellite Filling Station	46 Rathfriland Road, Hilltown, BT34 5YN
Narrow Water Service Station	Newry Road, Warrenpoint, BT34 3LD
Casey's Filling Station	60 Concession Road, Crossmaglen, BT35 9AB
Clarnew Limited	30A Newry Road, Crossmaglen, BT35 9BW
Pointside Service Station	11 Old Warrenpoint Road, Newry, BT34 2PF
Fiveways Shop and Service Station	99-101 Armagh Road, Newry, BT35 6PW
Donnelly's Service Station	236 Dublin Road, Newry, BT35 8RL
A29 Fuel Centre Ltd	3 Armagh Road, Newtownhamilton, BT35 0EU
Kelly's Point Hire Limited	Milltown Industrial Estate, Warrenpoint, BT34 3PN
Casey's Supermarket Ltd	8 Newry Road, Crossmaglen, BT35 9HH
MCG Wholesale	68 Edenappa Road, Jonesborough, BT35 8HY
Fresh Food Centre	7 Dublin Road, Castlewellan
Central Garage	21 Killyleagh Street, Crossgar
Spar	7 Saintfield Road, Crossgar, BT30 9HY
Ballykinlar Service Station	Commons Road, Ballykinlar
Bryansford Service Station	23 Bryansford Village, Newcastle
Eurospar	2-4 Main Street, Clough
Spar	New Bridge Street, Downpatrick
Thomas Duffy & Sons	25 Castle Street, Killough
Asda Filling Station	Ballyduggan Road, Downpatrick
Henderson's Retail Ltd	4 Downpatrick Street, Killyleagh
Bells Crossgar	1 Downpatrick Road, Crossgar
Saintfield Motor Works	11 Crossgar Road, Saintfield
Brennans	148 Newcastle Road, Dundrum
PSNI Station	3 Ballyhornan Road, Downpatrick
Henderson's Retail Ltd	5 Downpatrick Road, Ardglass
Morrison's	69-77 Belfast Road, Ballynahinch

Corner Service Station 51/55 St Patricks Avenue, Downpatrick
 College Filling Station 112 Market Street, Downpatrick

4.0 List of Amusement Permits issued from 1 September 2017 – 28 February 2018

Name of Premises	Address
Max Sports Club Amusements	4 Margaret Square, Newry, BT34 1DE
Mulhall Amusements	5 Quay Street, Ardglass, BT30 7SA
Kent Amusements	79 Central Promenade, Newcastle, BT33 0HH
The Q Club	2 Basin Quay, Newry, BT35 6HX

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

01 September
2017 - 28
February 2018

5.1 Animal Welfare Calls

Total number of calls for Northern Ireland	3301
Total number of calls received to date by Southern Region Area	641
Number of calls for Newry, Mourne and Down District area	229
Completed calls for Newry, Mourne and Down District area	183

5.2 Animal Welfare Cases

Number of animal welfare cases in Northern Ireland	2718
Number of animal welfare cases in Southern Region group	567
Number of animal welfare cases in Newry, Mourne and Down District Council	213
Number of calls that are not animal welfare cases	16

5.3 Breakdown of Animal Welfare Cases

Total number of animal welfare cases in Northern Ireland	213
Number of animal welfare cases closed in Northern Ireland	167
Number of animal welfare cases open in Southern Region group	46

5.4 Breakdown of Visits and Actions

Number of visits carried out	277
Improvement Notices	7
Number of cases of animals seized	6

6.0 Street Nameplates

6.1 Street Nameplates	1 September 2017 - 28 February 2018
Nameplates Requests Received	65
Nameplates Ordered	72
Nameplates confirmed as being erected	64

7.0 List of Single Language Nameplates erected from 1 September 2017 to 28 February 2018

Street Name

Belmont Road, Kilkeel
 Scrogg Road, Kilkeel
 Brackenagh West Road, Kilkeel
 Church Road, Kilkeel
 Ballyveaghbeg Road, Ballymartin
 Ballykeel Road, Ballymartin
 Skerriff Road, Newtownhamilton
 Aughnagurgan Road, Newtownhamilton
 Mullaghduff Road, Newtownhamilton
 Caiseal Heights, Ballyholland
 Loughross Road, Crossmaglen
 Erskine Street, Newry
 Canal Quay, Newry
 Carrigans Pass, Silverbridge
 Lough Road, Silverbridge
 Ashfield Avenue, Newry
 Farranfard Road, Seaforde
 Tullybrannigan Rise, Newcastle
 Moyra Drive, Saintfield
 Demesne Road, Downpatrick
 Quarter Gate, Downpatrick
 Lord Moira Park, Ballynhinch
 Ballygoskin Road, Downpatrick
 Shanes Road, Downpatrick
 Main Street, Newcastle

Whytefield, Crossgar
Highbury Walk, Downpatrick
Highbury Avenue, Downpatrick
Drumcullan Road, Downpatrick

8.0 Requests for Dual Language Nameplates

8.1 Drumee Road, Kilcoo

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

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

8.2 Fofanny School Road, Kilcoo

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

11 questionnaires were posted to same amount of properties in Fofanny School Road, Kilcoo (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.3 Letalin Road, Kilcoo

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

11 questionnaires were posted to same amount of properties in Letalin Road,

Kilcoo (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.4 Ballymoney Road, Kilcoo

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

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

8.5 Market Road, Kilcoo

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

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

8.6 Cairn Grove, Kilcoo

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

81 questionnaires were posted to same amount of properties in Cairn Grove, Kilcoo (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.7 Moyad Road, Kilcoo

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

8 questionnaires were posted to same amount of properties in Cairn Grove, Kilcoo (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.8 Moneyscalp Road, Kilcoo

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

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

8.9 Dundrinne Gardens, Castlewellan

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

27 questionnaires were posted to same amount of properties in Dundrinne Gardens, Castlewellan (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.10 Macleans Close, Kilcoo

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

8 questionnaires were posted to same amount of properties in Macleans Close, Kilcoo (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.11 Riverside, Leitrim

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

12 questionnaires were posted to same amount of properties in Riverside, Leitrim (figure stated to be amount of houses in given area according to Pointer and Royal Mail).

8.12 Kilnhill Road, Leitrim

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

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

9.0 Postal Numbering

9.1 Postal Numbering

**1 September 2017
– 28 February
2018**

Allocation of New Postal Address 157

Postal queries responded to 99
Postal queries are address queries from Pointer, Land and Property services and queries from members of the public.

10.0 Requests for Development Naming

10.1 Carrick Court, Burren

The name 'Carrick Court' was rejected for the proposed development at Clontafleece Road, Burren by DBM Contracts Ltd.

The proposal conflicted with the Street Naming Criteria as 'it sounds similar to existing names in the locality' i.e.

Carrickdesland
Carrick Meadow
Carrick Brae
Carrick Close

10.2 Hall Court, Hilltown

The name 'Hall Court' was approved for the proposed development at Rostrevor Road, Hilltown by Kieran Morgan.

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

The proposed site is on a shared boundary with the adjacent INF Hall.

10.2 Park Lane, Downpatrick

The name 'Park Lane' was approved for the proposed development at the site adjacent to The Meadows, Downpatrick by Brian Polly.

The proposal met the Street Naming Criteria as 'it reflects the local townland name, or a local geographical/topographical feature or social or historical feature', satisfying 4.2 (1) of the naming criteria.

10.3 Hollymount Hall, Saintfield

The name 'Hollymount Hall' was approved for the proposed development at Old Grand Jury Road, Saintfield by Rory O'Connor.

The proposal met the Street Naming Criteria as 'it reflects the local townland name, or a local geographical/topographical feature or social or historical feature', satisfying 4.2 (1) of the naming criteria.

10.4 O'Rahilly Road, Castlewellan

The name 'O'Rahilly Road' was approved for the unnamed road adjoin Altnadua and Bann Road, Castlewellan by MAY Developments NI Ltd

Local residents of the surrounding area approach their local councilor to have this road named. The proposed name O'Rahilly Road is after the Hurley GAA Team. This club was named the O'Rahilly. In 1930 the club pitch was located on this road.

**Recommendation:
For Noting**

Signed

Colum Jackson
Assistant Director of Enterprise, Regeneration and Tourism

HISTORIC**ACTION SHEET – REGULATORY AND TECHNICAL SERVICES COMMITTEE MEETING****21 March 2018**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		RTS MEETING – 18 MAY 2016			
RTS/78/2016	Council Public Amenity Space near the Council public toilets at Castlewellan		K Scullion	It was further agreed that the suggestion of providing dancing fountains in Castlewellan Square would be investigated.	N
RTS/87/2016	Tender for final capping at Drumanakelly Landfill Site	Agreed to tender for the final capping at Drumanakelly Landfill Site	J Parkes/L Dinsmore	Part 4 now completed. Part 5 at Tender Stage for works. Officers meeting held on 8 September, with anticipation that Tender	N

21 March 2018

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
				Documents are ready to be released by Estates Dept. Tender documents available ready for release. Tender documents available ready for release. Contractor currently on site contract approximately 40 percent complete.	
		RTS MEETING – 9 DECEMBER 2015			
RTS/142/2015	Old Furniture at Council Recycling Sites	Council adopt a policy that people leaving old furniture at Council amenity sites be given the opportunity to donate it to charity and that expressions of interest be sought from charitable organisations to collect this furniture for upgrading and re-use.	J Parkes/L Dinsmore	Expressions of Interest Document has been completed but is currently held pending consideration of other issues relating to operation of Civic Sites. It is anticipated that report will be transferred to a later meeting of RTS.	N

21 March 2018

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		RTS MEETING – 18 NOVEMBER 2015			
RTS/124/2015	Bus Shelter requests	Councillor Casey referred to the bus shelter on the Old Warrenpoint Road and said it was being used for anti-social behaviour purposes - officials investigate if this could be moved and report back to the Committee.	K Scullion	Report provided.	Y

arc21 Joint Committee - Meeting No. 028

**to be held at 10.30am on Friday 23 February 2018
in Downshire Civic Centre, Downpatrick
hosted by Newry, Mourne and Down District Council**

AGENDA

Item 1 Conflicts of Interest

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

Item 2 Apologies

Item 3 Governance Overview (written report) - **George Craig** (pages 3-4)
Presentation by George Craig & Stephen Mungavin, former Head of CIPFA Northern Ireland, for noting

Item 4 Minutes of Joint Committee Meeting 027 held on 26 January 2018 - for approval (pages 5-9)

Item 5 Matters Arising

Item 6 Contracts and Performance Update (written report plus Appendix A) - **Ricky Burnett/Karen Boal**: (pages 10-19)

- **Organic Waste - Karen Boal, for noting** (page 10)
- **MRF - Karen Boal, for noting** (page 12)
- **Landfill - Karen Boal, for noting** (page 13)
- **Bring Sites - Karen Boal, for noting** (page 14)
- **Street Sweepings - Karen Boal, for noting** (page 14)
- **Haulage - Karen Boal, for noting** (page 15)
- **Supplies - Ricky Burnett, recommendation for approval** (page 16)
- **Professional Support Services - Ricky Burnett, for noting** (page 17)
- **Contracts and NILAS - Ricky Burnett, for noting** (page 17)

Item 7 2017/18 Waste Statistics - First Half (written report) - **Ricky Burnett, for noting** (pages 20-23)

In Committee

Item 8 Minutes of Joint Committee Meeting 027 held on 26 January 2018 'in committee' - for approval (pages 24-25)

Item 9 Matters Arising

Item 10 **Residual Waste Treatment Project** (*written report*) - *John Green, for noting*
(*pages 26-28*)

Out of Committee & Return to Main Agenda

Item 11 **AOB**

Next Meeting: Thursday 29 March 2018 to be hosted by Antrim and Newtownabbey Borough Council - *for noting*

ITEM 3

Governance Overview

Purpose of Report

To present an overview of the governance framework that surrounds the Joint Committee and Members nominated to serve on the Joint Committee.

Executive Summary

Given the passage of time since the last induction and the changes in Committee format and membership since Reform it is considered appropriate and timely to have a short event as part of the next meeting to refresh Members on the workings of the Joint Committee and its governance.

Accordingly, a PowerPoint presentation is to be provided to Members setting out an overview of the legal and governance regime that the Joint Committee operates within, including the applicability of the Northern Ireland Local Government Code of Conduct for Councillors.

The presentation will be delivered at the meeting with the support of Mr Stephen Mungavin, a consultant with experience of public sector governance arrangements and formerly the Head of CIPFA in Northern Ireland.

The Joint Committee is asked to note the report.

Report

The Joint Committee was originally established in 2004 and then was reconstituted in April 2015 as part of the Local Government Reform process.

Taking into account the changes to the Membership of the Joint Committee since 2015, including Members more recently nominated to serve, the opportunity is being taken to provide Members with an overview of the legal and governance structure that the Joint Committee operates within.

In addition, the DoE introduced a statutory code of conduct for Members in May 2014 and the presentation will also provide Members with an overview of how the Northern Ireland Local Government Code of Conduct for Councillors applies in practice to Members nominated to serve on the Joint Committee.

The presentation will be delivered by George Craig, arc21 Corporate Services Director, who will focus on the legal regime and governance structure of the organisation and Stephen Mungavin, who will focus on the regulatory framework including the Code of Conduct. Mr Mungavin is a consultant with experience of public sector governance and formerly the Head of CIPFA in Northern Ireland.

Handouts of the presentation will be made available to Members at the meeting.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

George Craig
Corporate Services Director
Tel: 028 90726333 Ext: 6672
Email: george.craig@arc21.org.uk

ITEM 4
ARC21 JOINT COMMITTEE
Meeting No 027
Hosted by Mid and East Antrim Borough Council
MINUTES
Friday 26 January 2018

Members Present:

Councillor M Rea	Antrim and Newtownabbey Borough Council
Councillor B Duffin	Antrim and Newtownabbey Borough Council
Councillor M Magill	Antrim and Newtownabbey Borough Council
Alderman A Carson	Ards and North Down Borough Council
Alderman R Gibson (<i>Deputy Chair</i>)	Ards and North Down Borough Council
Councillor A Cathcart	Ards and North Down Borough Council
Councillor M Collins	Belfast City Council
Councillor O Gawith	Lisburn & Castlereagh City Council
Councillor D O'Loan (<i>Chair</i>)	Mid and East Antrim Borough Council
Councillor B Adger	Mid and East Antrim Borough Council
Councillor G Craig	Newry, Mourne and Down District Council

Members' Apologies:

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

Officers Present:

J Quinn	arc21
G Craig (<i>Secretary</i>)	arc21
H Campbell	arc21
K Boal	arc21
J Green	arc21
L Mayne	Antrim and Newtownabbey Borough Council
T Walker	Belfast City Council
H Moore	Lisburn & Castlereagh City Council
P Thompson	Mid and East Antrim Borough Council

Officers' Apologies:

R Burnett	arc21
G Girvan	Antrim and Newtownabbey Borough Council
D Lindsay	Ards and North Down Borough Council
N Grimshaw	Belfast City Council
C Campbell	Belfast City Council
A Wilkinson	Newry, Mourne and Down District Council

In Attendance:

Steve Traynor STAHRs Limited, Consultant (*in attendance for presentation of Agenda Item 12*)

Pat Hughes Mid and East Antrim Borough Council, (*in attendance to provide secretarial support for Agenda Item 12*)

The Chair welcomed all Members and Officers to the Braid Museum and Arts Centre, Ballymena and offered a special welcome to Councillor Matthew Magill from Antrim and Newtownabbey Borough Council to his first meeting of the Joint Committee.

Item 1 - Conflicts of Interest Statement

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

Action: Noted

Item 2 - Apologies

Apologies were noted.

Action: Noted

Item 3 - Minutes

The minutes of Joint Committee meeting 026 held on 5 December 2017 were proposed and seconded.

Action: Agreed

Item 4 - Matters Arising from the Minutes

Page 4 - Payscales Review: Mr Craig reported that this would be discussed under agenda Item 12.

Page 7 - ISO 9001:2015: Mr Craig reported that, as requested by the Joint Committee, staff had been congratulated on this achievement accordingly.

Page 8 - Caddy Liners: Ms Boal reported that research had been carried out into the quality of the caddy liner samples supplied at the previous meeting. The samples had been traced back to a delivery that had been received some years previously and as such were showing signs of degradation that would be consistent with their age.

Action: Noted

Item 5 - Contracts and Performance Update

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

A summary of the key discussions is replicated as follows:

- *Continuity of service had been maintained in all Contracts during recent periods of inclement weather;*
- *An update was provided on the issues facing the market following the restrictions that had been placed by China on imported material and their impact on the MRF and Bring Site contracts was considered. It was noted that one of the current MRF operators was changing their operations to take account of the prevailing market conditions. The ongoing market situation and effect on arc21 contracts would be kept under review;*
- *Contract Year Organics 2016/17 tonnages up 14% overall on previous Contract Year tonnages and it was noted that food waste tonnages had been higher than in previous years over the winter period;*
- *There was a slight fall in the total tonnage delivered to the MRF from November to December 2017 and the reasons behind the differential between contamination figures for the two Lots was clarified;*
- *Reduction of over 25,000 tonnes sent to landfill through the arc21 contract since April 2017 in comparison to same period in 2016 and it was noted that this was influenced by a number of factors; and*
- *arc21 overall NILAS position remains positive.*

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

Action: Noted

Item 6 - Audit Committee Update

Mr Craig presented the Joint Committee with an update on the issues to be dealt with at the next Audit Committee meeting to be held on 26 January 2018.

The key issues for discussion included the following:

- *Internal Audit progress report tracked against the agreed Audit Plan;*
- *Risk Management report including the Corporate Risk Map;*
- *External review of AGRS, specifically relating to the internal audit services they provide to ARC21;*
- *Supplier payments summary April-December 2017;*
- *NI Audit Office update including:*
 - *the final Report To Those Charged With Governance and the Annual Audit Letter; and*
 - *the Audit Strategy for 2017/18; and*
- *NIAO presentation regarding the function and role of the local government auditor and its relationship with the Joint Committee.*

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

Action: Noted

Item 7 - Briefing on Northern Ireland Budgetary Outlook 2018-20

Mr Craig presented a report advising the Joint Committee of a consultation issued by the Department of Finance in December 2017 setting out its broad strategic issues that will inform an incoming Executive's decision on a budget for 2018-19 and 2019-20. He reported that responses were sought by the deadline of 26 January 2018.

Mr Craig presented the proposed arc21 response for consideration and following discussion the Joint Committee agreed to endorse the response for submission to the Department by the deadline.

Action: Agreed

Item 8 - arc21 Conference 2018

Mr Quinn presented a report to update the Joint Committee on the arc21 2018 Conference.

He reported that, as previously advised, the arc21 Conference 2018 has been arranged to take place in Belfast Metropolitan College, Titanic Campus on the morning of Friday 2 March 2018 and that a number of eminent speakers have now been confirmed as the programme begins to take shape.

He reported that the event is free and open to all Councillors and Officers in our Constituent Councils with prior registration.

He urged all Members and Officers to attend and asked that they encourage their colleagues to attend what should be a most informative and interesting event.

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

Action: Noted

In Committee

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

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

Item 9 - In Committee Minutes of Joint Committee Meeting No. 026 held on 5 December 2017 **Action: Agreed**

Item 10 - Matters arising from the Minutes **Action: Noted**

Item 11 - Residual Waste Treatment Project **Action: Noted**

All Officers were asked to leave the meeting due to the discussion on the next agenda item.

Mr Steve Traynor and Ms Pat Hughes in attendance.

Item 12 - Payscales Review**Action: Agreed**

Mr Steve Traynor and Ms Pat Hughes left the meeting and accordingly all the Officers returned.

Out of Committee

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

Item 13 - AOB

There was no further business discussed.

Action: Noted**Next Meeting**

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 22 February 2018 at 10.30am and hosted by Newry, Mourne and Down District Council. However, as an important NILGA Conference was due to be held on the same day, and a number of Members noting their apologies to arc21, it was proposed to move the Joint Committee meeting to Friday 23 February. Ms Campbell is to make the necessary arrangements and to confirm the details accordingly.

Action: Ms Campbell**Date:** _____**Chairman:** _____

ITEM 6**Contracts and Performance Update****Purpose of Report**

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

Executive Summary

January 2018 Type 2 Organics tonnages increased by 64% compared to January 2017 Type 2 tonnages.

Organic Waste Treatment Service Contract Schedule of Rates and Prices increase of 3.9% in line with RPI from 1st December 2017.

Tonnage accepted at both MRFs during January has increased by 8.5% and 11% respectively when compared with the same period last year.

Tonnage landfilled during January reduced by 11% when compared with the same period last year.

Glass and Textile Banks collections have the highest monthly tonnage for the duration of the current Bring Contract.

Recommendation to pursue Dynamic Purchasing System procedure for supplies contracts with necessary delegated authority given to the Chief Executive as part of the process.

The Joint Committee is asked to endorse the recommendation in Section 7 and note the rest of the report.

Report

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

1. Organic Waste

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

Table 1

arc21 Organic Waste Treatment Contract	January 2018
arc21 Organics Type 1 (tonnes)	1,233
arc21 Organics Type 2 (tonnes)	6,491
Total arc21 Organics (tonnes)	7,724
Total Deliveries	1,085
Deliveries into NWP Glenside	800
Deliveries into NWP Antrim WTS	154
Deliveries into NWP Drumanakelly WTS	128
Direct Deliveries into Greenacres	3
Vehicles >5% overweight	4
Turnaround >20 mins	5
Rejected Loads	1
Reporting non-compliances	0
Other non-compliances	1
Site monitoring visits	10

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

Table 2

Grade	2017											2018
	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
	%	%	%	%	%	%	%	%	%	%	%	%
1	1.7	2.2	2.0	1.3	1.9	1.4	0.6	0.3	0.9	0.5	0.1	0.5
2	38.4	45.4	49.9	44.2	64	58.4	54.8	60.4	58.5	57.3	65.0	56.4
3	54.2	49.5	46.9	53.9	33.7	40.2	44.4	38.8	40.6	42.1	34.4	43.0
4	5.7	2.8	1.2	0.5	0.4	0.1	0.2	0.4	0	0.1	0.5	0
5	0	0.1	0	0.1	0	0	0	0.1	0	0	0	0.1

Commentary

January 2018 Tonnages

The total Type 1 and Type 2 tonnage delivered through the contract in January 2018 was 43% higher than in the corresponding month last year, with Type 2 increasing 64% from 3,957 tonnes in January 2017 to 6,491 tonnes in January 2018.



The above picture is included to show the predominance of the bagged food waste, collected through the kerbside collection system, during the winter period.

2. MRF

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

Table 3

arc21 MRF Contract lot 1 Bryson	January 2018
Total delivered (tonnes)	3,334
Total processed (tonnes)	3,288
Contamination % against processed	14.26%
Contamination tonnage against processed	469
Samples 0<5%	2
Samples 5<10%	7
Samples 10<15%	5
Samples 15<20%	1
Samples >20%	1
No of rejected loads	0
Turnaround >30 mins	16
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site monitoring visits	4

Table 4

arc21 MRF Contract lot 2 Re-Gen	January 2018
Total delivered (tonnes)	735
Contamination	10.20%
Contamination tonnage	75
Samples 0<5%	0
Samples 5<10%	3
Samples 10<15%	2
Samples 15<20%	0
Samples >20%	0
No of rejected loads	0
Turnaround >30 mins	0
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site monitoring visits	2

Commentary**January 2018 Tonnages**

Both MRF's had tonnage increases in January 2018 in comparison to January 2017. Bryson tonnage increased 8.5% from 3,072 to 3,334, and ReGen increased 11% from 663 tonnes to 735 tonnes.

3. Landfill

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

Table 5

arc21 Landfill Contract	January 2018
Total delivered to Mullaghglass (tonnes)	14,106
Total Loads	1,319
Vehicle 5% Overweight	0
Turnaround >30 mins	18
Reporting non compliances	0
Other non-compliances	0
Number of site visits	4

Commentary**January 2018 Tonnages**

There was an 11% reduction in the amount of waste delivered to Landfill through the arc21 contract in January 2018 compared to January 2017

4. Bring Sites

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

Table 6

arc21 Bring Sites Contracts	January 2018
Mixed Cans (tonnes)	5.01
Mixed Glass (tonnes)	850.77
Textiles (tonnes)	120.21
Mixed Paper (tonnes)	65.12
Total (tonnes)	1041.11
Bring Site checks	4
Sites checked with <20% capacity available	0
Reporting non compliances	0
Other non-compliances	0

Commentary**January 2018 Tonnages**

Both glass and textile bank collections had contract high tonnages in January 2018. In comparison to previous contract highs in January 2017, collections from bottle banks increased from 759.5 to 850.8 tonnes, a 12% increase; and collections from textiles banks increased from 110.6 to 120.2 tonnes, an 8.6% increase.

5. Street Sweepings

A summary of the relevant aspects pertinent to the street sweepings contract is outlined in Tables 7 & 8 overleaf.

Table 7

arc21 Street Sweepings Contract Lot 1	January 2018
Total delivered (tonnes)	295
Total deliveries	219
Turnaround >30mins	22
Reporting non-compliances	0
Other non-compliances	0
Site monitoring visits	1

**Vehicles making use of wash down facilities following depositing waste due to leaves inside vehicles.*

Table 8

arc21 Street Sweepings Contract Lot 2	January 2018
Total delivered (tonnes)	498
Total deliveries	220
Turnaround >30mins	3
Reporting non-compliances	0
Other non-compliances	0
Site monitoring visits	1

6. Haulage

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

Table 9

arc21 Haulage Contract	January 2018
Total delivered (tonnes)	6,033
Vehicles >5% overweight	0
Reporting non compliances	0
Other non-compliances	0
Site Monitoring Visits	4

7. Supplies

A summary of the relevant aspects pertinent to the supplies contract is outlined in Table 10.

Table 10

arc21 Supplies Contracts Orders	January 2018
Supply Orders Placed	14
Supply Orders Delivered	10
Delivery within required delivery period	0
Delivery over required delivery period	0
Delivery date non-compliances	0
Other non-compliances	0

Commentary

- (a) The process in respect of discontinuing the Contract for the Supply and Delivery of Caddy Liners is ongoing. The current service provider is still the subject of ‘without prejudice’ discussions with a realistic prospect of completion which will avoid a lengthy legal battle through the courts.
- (b) As Members will be aware, arc21 have been considering the most appropriate procurement route for future arrangements. The options available included open tender, framework agreements and a dynamic purchasing system. Having considered the options the favoured option would be the dynamic purchasing system.

The Dynamic Purchasing System (DPS) is a procedure available for contracts for works, services and goods commonly available on the market. As a procurement tool, it has some aspects that are similar to an electronic framework agreement, but where new suppliers can join at any time. However, it has its own specific set of requirements. It is to be run as a completely electronic process, and should be set up using the restricted procedure and some other conditions (as set out in Regulation 34 of the Public Contracts Regulations 2015).

Contracting authorities, including central purchasing bodies, may set up a DPS. The DPS should be set up for identified types of requirement, which may be divided into categories of products, works or services.

The DPS is a two-stage process. First, in the initial setup stage, all suppliers who meet the selection criteria and are not excluded must be admitted to the DPS. Contracting authorities must not impose any limit on the number of suppliers that may join a DPS. Unlike framework agreements, suppliers can also apply to join the DPS at any point during its lifetime. Individual contracts are awarded during the second stage. In this stage, the authority invites all suppliers on the DPS (or the relevant category within the DPS) to bid for the specific contract.

Any application to join the list of suppliers must be determined within 10 working days. The process does require a short mini competition for each order which negates the risk of suppliers trying to change prices during a contract period as previously experienced. There is no obligation to undertake a “standstill” period.

The practicalities of enabling new entrants to the list and determining mini competitions would be best served by delegating decisions relating to such to the Chief Executive with retrospective reporting on results.

Recommendation

It is recommended the Joint Committee approve the following actions:

1. The undertaking of a procurement utilising the Dynamic Purchasing System provisions for the supply of various waste containers and associated products; and
2. The delegation of decisions relating to determining the application of new suppliers and the outcome of individual order competitions to the arc21 Chief Executive.

8. Professional Support Services

As Members will be aware, arc21 has engaged professional specialised support in the following two areas:

- (i) Procurement and Contract Legal services; and
- (ii) Health and Safety Consultancy associated with service contracts.

It is considered appropriate to continue with these support services and subsequently arrangements necessary for competitive exercises to secure such services has commenced and the outcome of such will be the subject of reports later in the year.

9. Contracts and NILAS

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

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

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

The situation is as illustrated in Figures 1 & 2 overleaf.

Figure 1

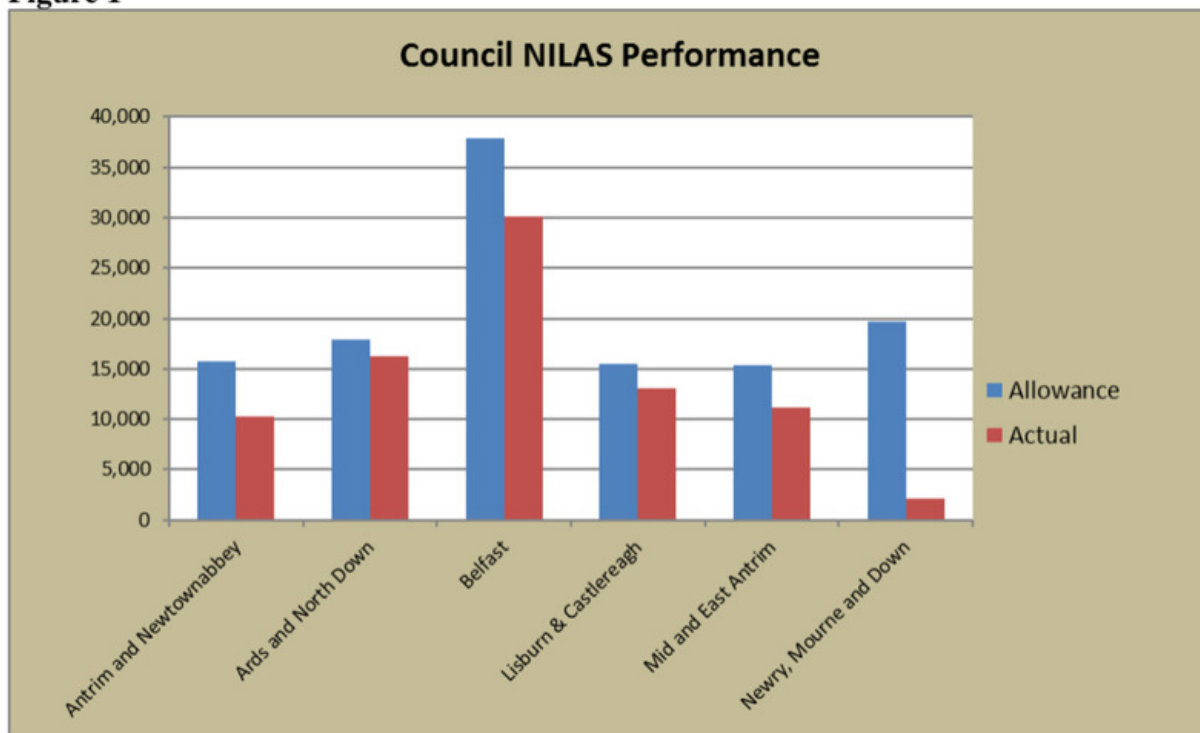
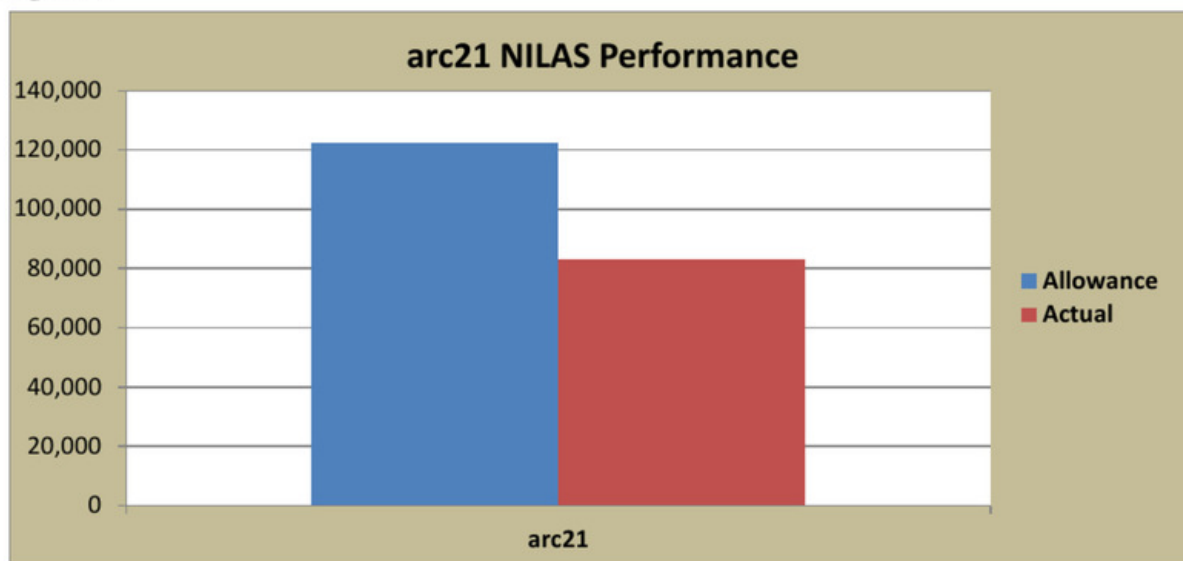


Figure 2



Action to be Taken

The Joint Committee is asked to endorse the recommendation in section 7 and note the rest of the report.

Officer to Contact

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 Policy and Operations Director
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APPENDIX A - SUMMARY CONTRACT STATISTICS JANUARY 2018																
SERVICE	ACTUAL TONNAGE 15/16		ACTUAL TONNAGE 16/17		APRIL 2017	MAY 2017	JUNE 2017	JULY 2017	AUGUST 2017	SEPTEMBER 2017	OCTOBER 2017	NOVEMBER 2017	DECEMBER 2017	JANUARY 2018	TOTAL 17/18	%
<u>M R F Lot 1</u>																
TONNAGE	30,008	8.95%	30,549	8.83%	2,308	2,551	2,580	2,439	2,911	2,713	2,511	2,625	2,568	3,334	26,539	9.16%
CONTAMINATION	3,791		4,094		346	423	391	302	414	311	388	370	313	495	3,754	
CONTAMINATION %	12.6%		13.4%		15.0%	16.6%	15.2%	12.4%	14.2%	11.5%	15.4%	14.1%	12.2%	14.8%	14.1%	
<u>M R F Lot 2</u>																
TONNAGE			7,184	2.08%	547	750	706	590	570	585	679	685	620	735	6,468	2.23%
CONTAMINATION			837		57	87	79	70	60	60	65	67	61	75	680	
CONTAMINATION %			11.7%		10.2%	11.6%	11.2%	11.8%	10.5%	10.3%	9.7%	9.7%	9.8%	10.2%	10.5%	
<u>BRING</u>																
TONNAGE	8,570	2.55%	9,018	2.61%	712	872	816	800	833	784	688	734	819	1,041	8,099	2.80%
<u>ORGANICS</u>																
TYPE 1 TONNAGE	25,625	7.64%	29,358	8.48%	2,321	3,026	3,466	3,400	3,369	2,870	3,092	2,545	1,108	1,233	26,429	9.12%
TYPE 2 TONNAGE	74,543	22.22%	81,432	23.53%	7,450	10,399	11,958	10,255	10,459	9,804	8,790	8,070	4,878	6,491	88,554	30.57%
<u>LANDFILL</u>																
TONNAGE	196,675	58.64%	188,588	54.48%	13,850	15,055	13,927	12,738	13,778	12,381	12,760	13,131	11,845	14,106	133,571	46.11%
TOTAL TONNAGE	335,421	100%	346,130	100%	27,188	32,653	33,454	30,221	31,920	29,137	28,520	27,790	21,837	26,940	289,660	100%

ITEM 7**2017/18 Waste Statistics - First Half****Purpose of Report**

To report on the indicative position in respect of key waste statistics covering the first six months of 2017/18.

Executive Summary

The Joint Committee is asked to note the statistical information relative to key waste statistics covering the first six months of 2017/18.

Report

The information provided by councils to the department through the wastedataflow system for the first two quarters of 2017/18 has been completed and will be the subject of a subsequent validation process by the NIEA. Consequently, the figures may be subject to change.

The key waste statistics are as follows:

1. Waste Arisings (Household and Local Authority Controlled Municipal Waste (LACMW));
2. Recycling Rates (Household and LACMW);
3. Waste to Landfill (Household and LACMW); and
4. Summary.

Household waste is the waste that is deemed to originate from a household source.

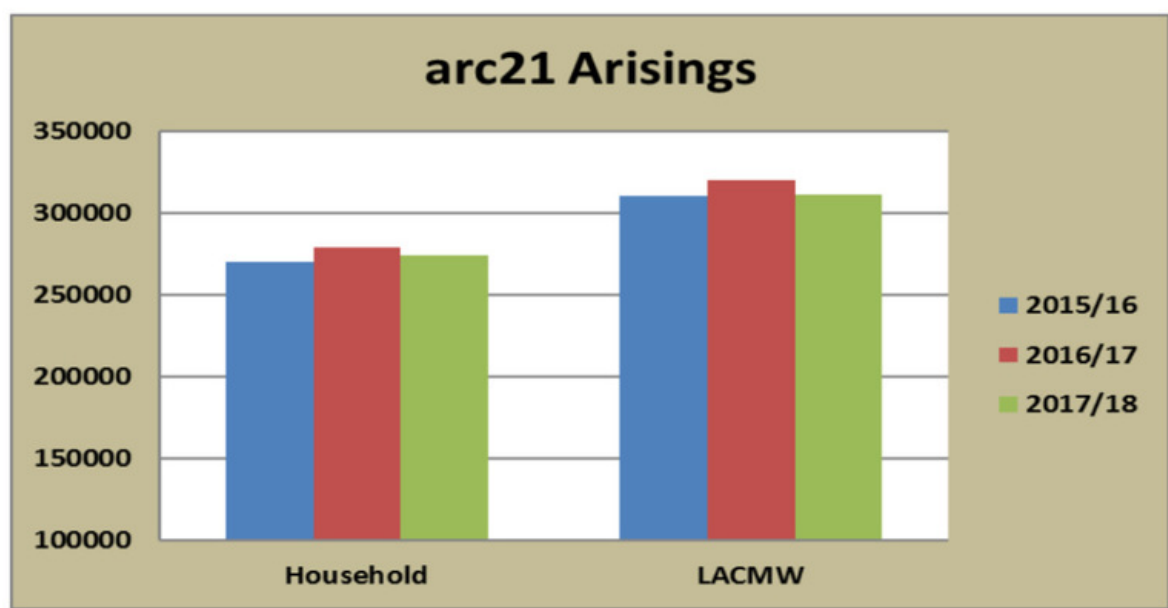
Local Authority Controlled Waste Municipal Waste (LACMW) is all the waste that a council manages including that collected and not originating from households including that from industrial and commercial sources such as offices and shops.

The statistics have been produced in bar chart format for purposes of illustration with the statistics for the comparative period over the last two years also included in the charts. This equates to the time from which the new Council administration areas took effect following Local Government Reform.

The charts relate to the aggregated arc21 quantum.

1. Waste Arisings

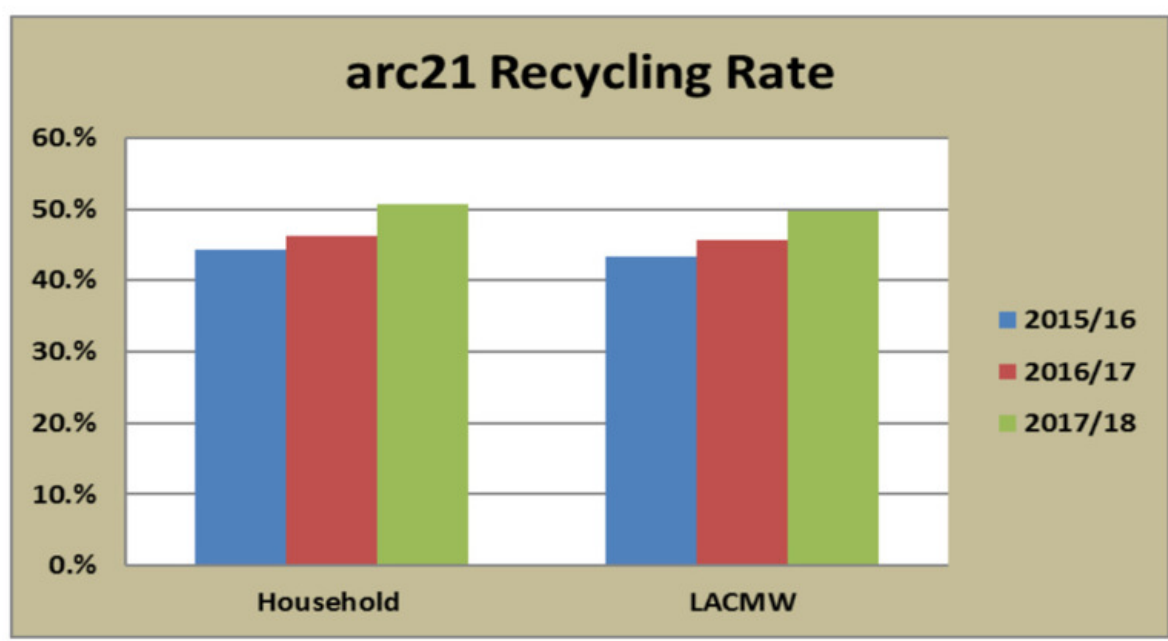
Fig 1.



The total amount of household waste reduced by 1.7 % and LACMW by 2.8% over the comparable period last year.

2. Recycling Rates

Fig 2.



The household recycling rate increased by 4.4% and the LACMW recycling rate by 4.1% over the comparable period last year.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

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ITEM 8
IN COMMITTEE
ARC21 JOINT COMMITTEE
Meeting No 027
Hosted by Mid and East Antrim Borough Council
MINUTES
Friday 26 January 2018

Matters Discussed 'in committee'

The following matters were raised 'in committee' during the meeting of the Joint Committee on 26 January 2018. The minute of this agenda item is to be treated as commercially sensitive and confidential. Therefore, its existence and content should not be made publicly available until such time that it ceases to be commercially sensitive and confidential or that the Joint Committee so agrees.

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

The minute will be retained as a record by arc21.

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

Item 9 - 'In committee' Minutes of Meeting Number 026 held on 5 December 2017

The minutes of meeting number 026 held, 'in committee', on 5 December 2017 were agreed.

Action: Agreed

Item 10 - Matters Arising from the Minutes

There were no matters arising from the minutes.

Action: Noted

Item 11 - Residual Waste Treatment Project

Mr Green provided Members with a report on the Residual Waste Treatment Project.

The key points made were as follows:

- *Procurement - The client side team has been re-mobilised, re- engagement with the bidding consortium has commenced and a plan of work is being developed to step up activities related to completion of the public procurement.*
- *Grid Connection - An extension to the time to complete the technical studies underway by SONI and NIE Networks has been allowed by the Utility Regulator. Securing a grid connection offer from NIE Networks remains a challenge.*

- *Land assembly - LPS and the legal team have been re-engaged to start to look at the next steps in relation to land issues.*
- *Programme / Timetable - An assessment of the large number of activities and tasks necessary to deliver the waste treatment infrastructure at Hightown Quarry is underway. There are numerous scenarios and sensitivities to consider along with some fixed constraints when compiling the programme.*

He also provided an overview of the Mechanical Biological Treatment (MBT) Process in the form of a presentation as requested at a former Joint Committee meeting.

Following discussion, the Chair thanked Mr Green for his presentation and the Joint Committee noted the report.

Action: Noted

Item 12 - Payscales Review

Due to the nature of this item, only Members were in attendance.

Ms Hughes from Mid and East Antrim Borough Council provided secretarial services for this item, and Mr Traynor, the consultant engaged to undertake the payscales review.

Mr Traynor handed out his report, together with the additional information that Members sought from the meeting held on 5 December 2017.

He stated that the additional information presented gives Members' options, on the basis of each individual post, showing what the percentage salary increase would be in the current year and the next year. He explained the details of the three options under consideration.

Mr Traynor answered questions in respect of the options presented and the nature of the Job Evaluation scheme (GLPC/GLEA) which was used to carry out the exercise. In terms of the process, Mr Traynor clarified that it was a purely scientific analytical process which looks at the value of the job in terms of a range of factors which are measured and analysed in relation to the duties and responsibilities of each job, following which he is able to determine a grade or range of grades for each post.

Following discussion Cllr Duffin proposed that the Joint Committee accept the option recommended in the Stahrs Ltd report. Cllr Adger seconded the proposal and, with the majority of Members supporting the proposal, the Chair declared the motion to be carried.

Action: Agreed

Date: _____

Chairman: _____

ITEM 10
IN COMMITTEE
Residual Waste Treatment Project

Purpose of Report

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

Executive Summary

Judicial Review of decision to grant planning permission - the substantive hearing in the High Court took place on 14 February 2018. Following Senior Counsel's advice, the Agent for the planning application submitted an affidavit on behalf of both arc21 and the bidding consortium, as interested parties.

Grid Connection - An extension to the time to complete the technical studies underway by SONI and NIE Networks has been allowed by the Utility Regulator. NIE / SONI have also released on 31 January 2018 a consultation document - *Connecting Further Generation in Northern Ireland*.

Belfast Region City Deal - Engagement with staff from the Senior Responsible Owner's (SRO's) office in Belfast City Council (BCC) provided further clarity on the City Deal.

Procurement - A briefing paper was prepared for DAERA to facilitate discussions with the Department of Finance (DoF) on accessing the £50.5million of Financial Transaction Capital (FTC) funding currently allocated to the project.

Land assembly - LPS and the legal team have been re-engaged to start to look at the next steps in relation to land issues.

Programme / Timetable - An assessment of the large number of activities and tasks necessary to deliver the waste treatment infrastructure at Hightown Quarry is underway. There are numerous scenarios and sensitivities to consider along some fixed constraints when compiling the programme.

The Joint Committee is asked to note the report.

Planning

The Department for Infrastructure continues to make planning decisions on projects of regional significance without a Minister being in office nor an Executive Committee being formed from elected members of the Assembly.

The substantive hearing for a judicial review of the decision of the Department of Infrastructure to grant planning permission for developing waste treatment infrastructure at Hightown Quarry took place in the High Court on 14 February 2018 in front of The Honourable Mrs Justice [Siobhan] Keegan, following a final preliminary review by The Honourable Mr [Bernard] McCloskey on 8 February 2018.

Following legal advice from Senior Counsel an affidavit was made by the Agent for the planning application (Clyde Shanks) on behalf of both arc21 and the bidding consortium. Written legal (skeleton) arguments were submitted by Counsel for the Department and Counsel for arc21 and the bidding consortium.

The judgement of the High Court is awaited.

Procurement

Some preliminary meetings to plan activities for the next few months have taken place. A briefing paper was prepared for DAERA to facilitate their discussions with DoF on the £50.5 million allocation of FTC funding.

Land assembly

The advisory team for land assembly (BCC Legal Services, Land and Property Services and Arthur Cox) is being re-mobilized but further meetings not being scheduled until after the judicial review.

IPPC Permit

Steps to convert the existing draft IPPC permit for the waste treatment facilities at Hightown Quarry into a formal official permit are being initiated. A meeting between the consortium's operational team and NIEA IPRI team took place on 7 February 2018.

Grid connection

In respect of the RWT project the Utility Regulator has agreed for NIE Networks to grant an extension of time for the "Connection Application" to 30 April 2018.

On 31 January 2018 NIE Networks and SONI released a consultation document on [Connecting Further Generation in Northern Ireland](#). This follows the previous Call for Evidence (12th October 2017). The closing date for responses to the consultation is 4pm Friday 9th March. arc21 are currently reviewing this consultation.

Further background investigations on other legal and policy strands that could be utilised to secure a grid connection offer are being pursued by arc21 to see if they could reinforce the prospects of one arriving. The risk of not securing a grid connection offer should not be underestimated.

Risk profile

The project team will be looking to further control and/or extinguish as many regulatory risks and third party risks over the coming few months to reduce uncertainty around deliverability of the project. However, the out-workings of the judicial review process will moderate that to an extent.

Belfast Region 'City Deal'

Following engagement with BCC to explore the 'City Deal' concept, and how arc21's RWT project could relate, the following appreciation has been reached:

- **Eligibility** - The City Deal scheme is based on new projects and developments that are not current commitments. The scheme covers all 6 arc21 Councils
- **Projects being considered:**
 - Sub Regional Industrial Strategy
 - Tourism – visitor attractions
 - The Belfast Agenda
 - Digital Connectivity
 - Infrastructure – Transport/ Traffic Flow
 - City Connectivity
 - Sewage/Drainage Projects associated with the 'Living with Water' programme
- **Timetable** - OBC planned for April 2018. Followed by a period of 12 to 18 months of Political engagement. Workshops planned for Councillors and Council Officers of all 6 Councils
- **Potential synergies with RWT Project** - Whilst it may be difficult to place the primary RWT Project at the core of any City Deal the project does have some interesting features such as inward investment, training, increase in rates base, high quality jobs, GVA added etc. that should complement a City Deal. It was identified that it may be worth keeping the SRO for the City Deal appraised of these features and also of any emerging secondary project (e.g. beneficial heat use/sub-regional industrial strategy) that could be considered for inclusion.

Programme / Timetable

An assessment of the large number of activities and tasks necessary to deliver the waste treatment infrastructure at Hightown Quarry is underway. There are numerous scenarios and sensitivities to consider along some fixed constraints when compiling the programme.

Media queries / FOIs

arc21 Officers continue to respond to media queries and respond to FOI requests.

Action to be Taken

The Joint Committee is asked to note the report.

Officer to Contact

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JOINT COMMITTEE
23 February 2018

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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 3 - Governance Overview**For noting**

Given the passage of time since the last induction and the changes in Committee format and membership since Reform it is considered appropriate and timely to have a short event as part of the next meeting to refresh Members on the workings of the Joint Committee and its governance.

Accordingly, a PowerPoint presentation is to be provided to Members setting out an overview of the legal and governance regime that the Joint Committee operates within, including the applicability of the Northern Ireland Local Government Code of Conduct for Councillors.

The presentation will be delivered at the meeting with the support of Mr Stephen Mungavin, a consultant with experience of public sector governance arrangements and formerly the Head of CIPFA in Northern Ireland.

The Joint Committee is asked to note the report.

Item 4 - Minutes of Joint Committee Meeting 027 held on 26 January 2018**For approval**

The Joint Committee's approval is sought for the minutes of the meeting held on 26 January 2018.

Item 5 - Matters Arising**Item 6 - Contracts and Performance Report****Recommendation for approval**

January 2018 Type 2 Organics tonnages increased by 64% compared to January 2017 Type 2 tonnages.

Organic Waste Treatment Service Contract Schedule of Rates and Prices increase of 3.9% in line with RPI from 1st December 2017.

Tonnage accepted at both MRFs during January has increased by 8.5% and 11% respectively when compared with the same period last year.



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23 February 2018

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Tonnage landfilled during January reduced by 11% when compared with the same period last year.

Glass and Textile Banks collections have the highest monthly tonnage for the duration of the current Bring Contract.

Recommendation to pursue Dynamic Purchasing System procedure for supplies contracts with necessary delegated authority given to the Chief Executive as part of the process.

The Joint Committee is asked to endorse the recommendation in Section 7 and note the rest of the report.

Item 7 – 2017/18 Waste Statistics – First Half

For noting

The Joint Committee is asked to note the statistical information relative to key waste statistics covering the first six months of 2017/18.

'IN COMMITTEE' ITEMS - COMMERCIALY CONFIDENTIAL

Item 8 - Minutes of Joint Committee Meeting 027 held on 26 January 2018 held 'in committee'

For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 26 January 2018 'in committee'.

Item 9 - Matters Arising

Item 10 - Residual Waste Treatment Project

For noting

Judicial Review of decision to grant planning permission - the substantive hearing in the High Court took place on 14 February 2018. Following Senior Counsel's advice, the Agent for the planning application submitted an affidavit on behalf of both arc21 and the bidding consortium, as interested parties.

Grid Connection - An extension to the time to complete the technical studies underway by SONI and NIE Networks has been allowed by the Utility Regulator. NIE / SONI have also released on 31 January 2018 a consultation document - *Connecting Further Generation in Northern Ireland*.



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Belfast Region City Deal - Engagement with staff from the Senior Responsible Owner's (SRO's) office in Belfast City Council (BCC) provided further clarity on the City Deal.

Procurement - A briefing paper was prepared for DAERA to facilitate discussions with the Department of Finance (DoF) on accessing the £50.5million of Financial Transaction Capital (FTC) funding currently allocated to the project.

Land assembly - LPS and the legal team have been re-engaged to start to look at the next steps in relation to land issues.

Programme / Timetable - An assessment of the large number of activities and tasks necessary to deliver the waste treatment infrastructure at Hightown Quarry is underway. There are numerous scenarios and sensitivities to consider along some fixed constraints when compiling the programme.

The Joint Committee is asked to note the report.

OUT OF COMMITTEE & RETURN TO MAIN AGENDA

Next Meeting: Thursday 29 March 2018 to be hosted by Antrim and Newtownabbey Borough Council