

October 15th, 2021

**Notice Of Meeting**

You are invited to attend the Neighbourhood Services Committee Meeting to be held on **Tuesday, 19th October 2021 at 6:00 pm** in **Mourne Room Downshire and Microsoft Teams.**

**Committee Membership for 2021-2022**

- Cllr. W Walker (Chair)
- Cllr. A Finnegan (Deputy Chair)
- Cllr. T Andrews
- Cllr. P Brown
- Cllr. C Casey
- Cllr. W Clarke
- Cllr. D Curran
- Cllr. O Magennis
- Cllr. G Malone
- Cllr. H McKee
- Cllr. K McKevitt
- Cllr. D Murphy
- Cllr. M Ruane
- Cllr. G Stokes
- Cllr. D Taylor

# Agenda

## 1.0 Apologies & Chairperson's Remarks

## 2.0 Declarations of "Conflict of Interest"

## 3.0 Action Sheet of the Neighbourhood Services Committee Meeting held on 21 September 2021 (Attached)

 *DRAFT NS Action Sheet - 21 Sept 2021 vJMcB - SM - final version.pdf*

*Page 1*

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### *Facilities Management and Maintenance*

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## 4.0 Christmas Illuminations and Celebrations Group Meeting October 2021 (Attached)

 *Report Christmas Illuminations and Celebrations Group Meeting October 2021.pdf*

*Page 6*

 *Appendix 1 Christmas Illuminations Group Action Sheet 11th October 2021.pdf*

*Page 10*

## 5.0 Report on Council Sites receiving Green Flag Awards (Attached)

 *Report Council Sites receive Green Flag Award for 2021-2022.pdf*

*Page 15*

 *Appendix 1 Tidy Ni Green Flag Press Release 2021.pdf*

*Page 18*

## 6.0 Report on Social Enterprise Partnership Offer for Planting of Trees on Council Land (Attached)

 *Report Social Enterprise Partnership for planting of trees.pdf*

*Page 22*

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### *Waste Management*

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## 7.0 Provision of Restricted Access Litter Bins (Attached)

 *NS Committee - Provision of restricted access litter bins - Cover Report - 19-10-21.pdf*

*Page 25*

 *Appendix I - NS Committee - Provision of restricted access litter bins - 19-10-21.pdf*

*Page 27*


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*Items deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014*

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## **8.0 Arc21 Joint Committee Meeting Minutes held on Thursday 26 August 2021 (Attached)**

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

 ***ARC21 - JC060-30Sept21-Item7-JC InCommMinutes26Aug21.F.pdf***

***Not included***

## **9.0 Business Case - Biodiversity Pedestrian Collection Mower (Attached)**

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

 ***Report - Business Case for Biodiversity Pedestrian Collection Mower.pdf***

***Not included***

 ***Appendix 1 Business Case for Biodiversity Pedestrian Collection Mower.pdf***

***Not included***

## **10.0 Business Case for Fleet (To Follow)**

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

## **11.0 11. Fleet Operator's Licence – Fleet Management Action Plan Update**

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

 ***NS Committee - Fleet OL Action Plan Update - Cover Report - 14-10 21.pdf***

***Not included***

 ***Appendix I - Fleet Management Action Plan Update - October 2021.pdf***

***Not included***

## **12.0 Report on Residual Waste Price Increase**

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

 ***NS Committee - HRC Residual Waste price increase 19-10-21.pdf***

***Not included***

## 13.0 Business Case for the procurement of safety training required to undertake work on public highways

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

 **NS Committee - SReport on Safety training required to undertake work on public highways.pdf** **Not included**


 **Appendix I - Business Case for safety training required to undertake work on public highways (LANTRA).pdf** **Not included**

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### *For Noting*

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## 14.0 Arc21 Joint Committee Minutes held on Thursday 26 August 2021 (Attached)

 **ARC21 - JC060-30Sept21-Item4-JC Minutes26Aug21.F.pdf** **Page 29**

## 15.0 Arc21 Joint Committee Members' Monthly Bulletin held on Thursday 30 September 2021


 **ARC21 - JC060-30Sept21-JC MembersBulletin.F.pdf** **Page 35**

## 16.0 Climate Change Summit (Attached)

 **NS - NMDDC Louth CoCo Climate Change Summit.pdf** **Page 40**

## 17.0 Scheme of Delegation (Attached)

 **NS - Scheme of Delegation 19 10 21.pdf** **Page 41**

 **Copy of App1 - Scheme of Delegation - App I - 19 10 21.pdf** **Page 43**

## 18.0 Historical Action Sheet

 **DRAFT NS Historic Actions Tracker Sheet (updated Oct 2021) SM- final version.pdf** **Page 44**



# Invitees

Cllr Terry Andrews

Mr Alan Beggs

Ms Kate Bingham

Cllr Patrick Brown

Cllr Robert Burgess

Cllr Pete Byrne

Mrs Dorinnia Carville

Cllr Charlie Casey

Cllr William Clarke

Cllr Dermot Curran

Ms Alice Curran

Cllr Laura Devlin

Ms Louise Dillon

Cllr Sean Doran

Cllr Cadogan Enright

Cllr Aoife Finnegan

Cllr Hugh Gallagher

Cllr Mark Gibbons

Cllr Oonagh Hanlon

Cllr Glyn Hanna

Cllr Valerie Harte

Cllr Roisin Howell

Mrs Sheila Kieran

Cllr Mickey Larkin

Cllr Alan Lewis

Mr Michael Lipsett

Mrs Regina Mackin

Cllr Oonagh Magennis

Mr Conor Mallon

Cllr Gavin Malone

Cllr Cathy Mason

Mr Johnny Mc Bride

Colette McAteer

Cllr Declan McAteer

Cllr Leeanne McEvoy

Cllr Harold McKee

Patricia McKeever

Cllr Karen McKevitt

Cllr Andrew McMurray

Cllr Roisin Mulgrew

Cllr Declan Murphy

Sinead Murphy

Cllr Barra Ó Muirí  
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Linda O'Hare  
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Cllr Gerry O'Hare  
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Cllr Kathryn Owen  
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Cllr Henry Reilly  
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Cllr Michael Ruane  
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Cllr Michael Savage  
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Mr Kevin Scullion  
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Cllr Gareth Sharvin  
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Donna Starkey  
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Cllr Gary Stokes  
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Sarah Taggart  
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Cllr David Taylor  
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Cllr Jarlath Tinnelly  
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Cllr John Trainor  
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Central Support Unit  
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Cllr William Walker  
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Mrs Marie Ward  
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**ACTION SHEET ARISING FROM NS MEETING HELD ON TUESDAY 21 SEPTEMBER 2021**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/136/2021	Monthly Action Sheet	<b>Action Sheet of the Neighbourhood Services Committee Meeting held on Wednesday 18 August 2021 be noted and actions removed as marked.</b>	DSO	Completed	Y
	Overgrown Section – Newry Canal	<b>Council Officials to contact Rivers Agency and report back re overgrown section of Newry Canal – O Reilly's Lock – Fearon's Lock.</b>	K Scullion	Officers met with Rivers Agency Officials and have made this request.	Y
	Broken/Overhanging Tree branches – Ring Mclloy Park Warrenpont	<b>Council Officials follow this matter up with Councillor Ruane and provide a timetable as to when this work would be carried out.</b>	K Scullion	Complete	Y
	Christmas Illuminations	<b>Officers look at what mechanisms would be available to re-distribute surplus Christmas Illuminations to interested Community Groups. A</b>	K Scullion	Report to be provided to October Committee	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>report be tabled at the October Christmas Illuminations Sub Committee Meeting and reported back to Committee in October.</b>			
<b>FACILITIES MANAGEMENT AND MAINTENANCE</b>					
NS/137/2021	Translink Proposed Programme – Bus Shelters in Council Area	<b>To approve option 2 – to delay installation of a bus shelter in Burren pending outcome of Translink’s deliberations in October/November 2021 with the option to reconsider this position if Translink were deemed to be making limited progress in providing the bus shelter in Burren.</b>	K Scullion	Noted	N
		<b>WASTE MANAGEMENT</b>			
NS/138/2021	Distribution of Compost for Community Groups	<b>1. Note and approve the contents of this report</b>  <b>2. Note an update report on Compost week will be provided at</b>	S Murphy	Requests for compost are being received and processed.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p><b>a future meeting of the NS Committee</b></p> <p><b>3. Direct requests for the supply of compost from local community groups to <a href="mailto:recycling@nmandd.org">recycling@nmandd.org</a></b></p> <p><b>4. Note an update report on future delivery of compost will be provided at a future meeting of the NS Committee</b></p> <p><b>It was also agreed that Ms Murphy contact Arc21 regarding the delivery charges for the compost to see if there would be an option for community groups to collect the compost themselves, or if there could be a reduction in the £25 delivery charge. Ms Murphy to report back to Committee on this matter as part of a future options report.</b></p>		Report to be provided regarding compost week, future delivery of compost and delivery charges at future committee meeting.	

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/139/2021	Power Washing Schedule	<b>To approve the schedule as set out in sections 2.1 and 2.2 of the report.</b>	S Murphy	Deep cleansing completed at areas identified in sections 2.1 of the report. Areas identified in sections 2.2 to commence October 2021.	N
NS/140/2021	Review of District Cleansing	<p><b>It was agreed an Elected Member workshop being organised as part of the initiation of a Review of District Cleansing.</b></p> <p><b>Officers to look at a date and start time which would enable as many members as possible to attend and participate in the workshop.</b></p>	S Murphy	Workshop scheduled for 24 November 2021	N
FOR NOTING					
NS/143/2021	Arc21 JC Minutes – 24 June 2021	<b>It was agreed to mark this correspondence noted.</b>			

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/144/2021	Arc21 Joint Committee Members' Monthly Bulletin – 26 August 2021	<b>It was agreed to mark this correspondence noted.</b>			
NS/145/2021	Historic Actions Tracking Sheet	<b>Agreed the Historic Actions Tracking Sheet of the Neighbourhood Services Committee Meetings be noted and actions removed as marked.</b>	J McBride	<b>Completed</b>	<b>Y</b>
<b>IN CLOSED SESSION</b>					
NS/141/2021	Arc21 In Committee Joint Committee Meeting Minutes – Thursday 24 June 2021	<b>To note the Arc21 Joint Committee Meeting Minutes held on Thursday 24 June 2021.</b>	J McBride	<b>Completed</b>	<b>Y</b>
NS/142/2021	Update re Neighbourhood Services Procurement Action Plan	<b>To approve the progress update report and note that services will continue "out of contract" until new contracts were awarded and regularised.</b>	J McBride	<b>Next quarterly update scheduled for Jan-22</b>	<b>Y</b>
<b>END</b>					



<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	19 <sup>th</sup> October 2021
<b>Subject:</b>	Report of Christmas Illuminations and Celebrations Group Meeting 11 <sup>th</sup> October 2021
<b>Reporting Officer</b>	Kevin Scullion, Assistant Director, Facilities Management & Maintenance Department
<b>Contact Officer</b>	Kevin Scullion, Assistant Director, Facilities Management & Maintenance Department

Confirm how this Report should be treated by placing an x in either: -

<b>For decision</b>	<b>x</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	The purpose of this report is to provide Councillors with an opportunity to review the Action Sheet (see Appendix 1) from the Councils Christmas Illuminations and Celebrations Group meeting which took place on the 11 <sup>th</sup> October 2021 and consider any recommendations arising.
1.2	The Council Christmas Illuminations and Celebrations Group was set up to agree on how Council will help local communities across the district celebrate Christmas. It has no decision-making powers with all recommendations coming to the Neighbourhood Services Committee for consideration.
<b>2.0</b>	<b>Key Issues</b>
2.1	Below in Sections 2.2 to 2.6 are updates on matters discussed at the recent Councils Christmas Illuminations and Celebrations Group meeting and items within this which require Council approval.
2.2	<p><u>Update regarding health of sustainable Christmas Trees</u></p> <p>At this Committee meeting in August 2021 it was agreed that replacement sustainable Christmas trees would be procured for the following locations; Belleks, Drumaroad, Newcastle &amp; Ballykinelar. Since this it has also be determined that the sustainable Christmas trees planted in Annalong and Ballymartin last year require to be replaced. Council approval for replacement sustainable trees in Annalong and Ballymartin is recommended.</p> <p>In addition, there is agreement to provide a new sustainable Christmas tree for the village of Leitrim.</p> <p>Sourcing of new suitable sustainable Christmas trees is underway, but Officers have identified that there is a strong risk of delays in arrival of the trees which would mean they are not in location for this Christmas.</p> <p>If it is not possible to provide new sustainable Christmas trees for these locations, then Officers are recommending continuing with the existing tree for this year or where this proves unsuitable to provide a small cut Christmas tree as an alternative.</p>



2.3	<p><u>Provision of Cut and Artificial Christmas Trees for 2021</u></p> <p>Officers have identified and secured 12 Christmas trees from Forest Service in County Fermanagh locations. Council approval to procure these trees is recommended.</p>
2.4	<p><u>Use of Surplus Christmas stock at Albert Basin Store</u></p> <p>The Action Sheet attached at Appendix 1 refers to surplus Christmas illuminations which had been stored in the Albert Basin Store in Newry which was extensively damaged by fire earlier this year. Whilst some of this stock was being held as potential spares it could not now be used until it was effectively cleaned and checked for repairs. Councillors at the Christmas Illuminations and Celebrations Group meeting recommended that they are disposed of in accordance with appropriate requirements rather than have them cleaned given their age and the difficulty in achieving a complete clean.</p>
2.5	<p><u>Request to provide Christmas lighting within English Street Downpatrick</u></p> <p>The Council has received a request to provide Christmas lighting within the English Street area of Downpatrick. Officers are currently working on providing illuminations to the front façade of Down Arts Centre and lighting up two living trees within the De Courcy Square at English Street.</p> <p>It is not proposed to undertake any additional lighting in the English Street area for this year. Committee endorsement for this action is requested.</p>
2.6	<p><u>Request to loan spare Christmas pole illuminations to Dundrum Community Association</u></p> <p>The Council has been approached by Dundrum Community Association who are seeking to provide their own Christmas pole illuminations display within the village and are working towards this. They have requested that the Council consider loaning 24 pole illuminations from Council spares.</p> <p>Councils is procuring this year 34 new Christmas pole illuminations for Monaghan Street and The Mall in Newry. The existing features which were not stored in the Albert Basin store, subject to checks and repairs, may be suitable for use by Dundrum Community Association.</p> <p>Officers are recommending that provided sufficient suitable spare pole illuminations from the Newry stock are available that this request be met subject to Licence Agreement between the Dundrum Community Association and the Council.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>Note the contents of this report and the Action Sheet of the Christmas Illuminations Group Meeting held on 11<sup>th</sup> October 2021.</p> <p>To approve the recommendations as set out in Section 2.2 to 2.6 of this report.</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	<p>Work under this report is funded through the Councils Revenue Budget. There is a specific location code for spend carried out by the Facilities Management &amp;</p>

	<p>Maintenance Department and the spend proposed here will be funded through this budget.</p> <p>Current projections are that the overall budget for Christmas illuminations this year may be exceeded due to additional features being added, higher than expected repair/replacement costs and additional logistical issues arising from the loss of the Albert Basin Store.</p>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations</p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened</p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation</p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves</p> <p>Consultation period will be 12 weeks</p> <p>Consultation period will be less than 12 weeks (rationale to be provided)</p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed</p> <p>If no, please complete the following:</p>

	The policy / strategy / plan / public service is not influenced by rural needs.
7.0	<b>Appendices</b>
7.1	Appendix 1: Report of Christmas Illuminations and Celebrations Group Meeting October 2021
8.0	<b>Background Documents</b>
8.1	None

**Action Sheet**

**Working Group Meeting Christmas Illuminations: Monday 11<sup>th</sup> October 2021**

Councillors in Attendance: Cllr T Andrews, Cllr H McKee, Cllr K McKevitt, Cllr J Tinnelly

Officers in Attendance: K Scullion, A Mallon, J Ellis,  
A Rennick, T McDonald, S Burns, A Patterson, S McIlhone (Admin)

Apologies: Cllr O Magennis, J Hillen, J McCann, C Burns

Subject	Actions and Updates	Officer Responsible
Welcome, Introduction Apologies	Cllr T Andrews chaired the meeting in the absence of Cllr C Mason and in line with Working Group Terms of Reference	Noted
Declarations of Interest	There were no declarations of interest.	Noted

<p><b>Agenda Item 3.</b></p> <p><b>Review of</b></p> <p><b>Action Sheet</b></p> <p><b>05/08/2021</b></p>	<p>K Scullion explained that the Action Sheet of 5 August had been approved at the Neighbourhood Services committee. He gave an update on the following items</p> <p>Additional lighting would be provided at the following locations          Ross Monument 2 additional pole features had been procured          Ballynahinch 5 additional features were in process of procurement          Church Street, Downpatrick additional pole illuminations being procured.          Newtownhamilton additional pole features at Armagh Street/Dundalk Street          Crossmaglen and Rostrevor additional lighting in the process of procurement with expected delivery in October.</p> <p>He explained that since the review of surplus stock there had been a fire at the Albert Basin store and a number of the items had been destroyed. The remaining items were not required this year and the Council was waiting to see if they could be cleaned or should be disposed of.</p>	<p>Noted</p>
	<p>Councillors Mc Kee and Mc Kevitt recommended that the remaining items are disposed of in accordance with appropriate requirements rather than seek having them cleaned given their age and the difficulty in achieving a complete clean.</p>	<p>Proposed</p>
	<p>The Council currently light 224 trees in the District. The Committee decided not to update this lighting due to cost considerations but given current condition of some of the lighting replacements on a number of trees is now taking place.</p>	
	<p>The Council had agreed to provide only 2 new sustainable trees in this year at Leitrim (to replace a cut tree) and at Meigh</p>	

<p><b>Agenda Item 4 Update from Neighbourhood Services (K Scullion)</b></p>	<p>(agreed in 2020 but delayed due to electricity supply issues).</p> <p>Cllr McKee raised the issue of Annalong Community Association who missed the financial assistance call in the current year. Sonya Burns explained that whilst the call had been slightly later than in 2020 it had reverted to the normal timescale for the current year.</p> <p>Cllr McKevitt raised an issue around a request for a sustainable tree at Saval. K Scullion advised that no group from Saval had responded to any of the Expression of Interest exercises which had been issued in the previous years.</p> <p>Action sheet 5 Aug 2021 proposed and adopted.</p> <p>Neighbourhood Services are currently getting their displays ready for erection around the towns. Contractors have tested lights and it will be more cost effective to replace some tree lights than repairing them. New power connections to be fitted in Meigh and Leitrim to facilitate their Christmas trees. Replacement Sustainable trees should be in place for this Christmas.</p> <p>In response to a query J Ellis explained that the only NI supplier of the type of cut trees required by Council is Forest Service who have only provide from 2 of their sites each year.</p> <p>A report will go to NS Committee next week on English Street Downpatrick plans where it has been possible to include additional lighting into the Environmental Improvement Scheme.</p>	<p>Noted</p> <p>Proposed</p>
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	Dundrum Community Association have requested 24 pole illuminations from Council spares. Report will go to next NS Committee.	Proposed
<b>Update regarding Health of Trees from Jonathan Ellis</b>	<p>Trees take a for 3-4 years after replanting to adjust which affects growth, which particularly affects larger trees.</p> <p>3 sustainable trees in sea locations are being replaced by a different species which it is hoped will last longer. Belleek tree will also be replaced as it was damaged by a storm on the day it was planted. Trees in Annalong, Ballymartin and Ballykinlar have been damaged by drought. Council will be looking at a permanent irrigation system but will have interim arrangements in place.</p> <p>Report was presented at September NS Committee and it was agreed to replace some trees as per the contractor's recommendations.</p>	Noted
<b>Update from ERT (A Patterson)</b>	<p>In previous years switch-on events have been hosted. This year ERT have benchmarked against other councils and are not concentrating their resources on one-off events but rather are offering extra lighting and a variety of activities instead.</p> <p>Usually community groups in the following 5 locations are SLA funded for their Christmas events: Ballynahinch, Crossmaglen, Kilkeel, Warrenpoint and Newcastle. If approved at committee these SLAs will be issued. Changes in covid restrictions may impact on these events.</p>	Noted
<b>Update from AHC (A Rennick)</b>	Newtownhamilton Community Association have suggested a possible site for the	Noted

<p><b>Update from S Burns</b></p>	<p>location of a sustainable tree but on inspection, council officers feel the site is not suitable as it was out of the main through paths of the village and was within the area of one estate – contrary to policy.</p> <p>Previous Financial Assistance calls were issued in May but due to covid issues this year's call opened in June for 4 weeks. 27 applications were made, 24 of which were successful and a total of £48,940 was offered to groups.</p> <p>Successful groups will be expected to sign a Covid Compliance Declaration and fully comply with risk assessments and covid guidelines.</p>	<p>Noted</p>
<p><b>Any Other Business</b></p>	<p>For information Cllr Tinnelly advised that the lights provided to groups under the sustainable tree programme were covered by the manufacturers for faults for 3 years. Rostrevor had received full replacements.</p>	<p>Noted</p>
<p><b>Date of next Meeting</b></p>	<p>Thurs 20th January 2022 via Microsoft Teams (unless back in the Offices)</p>	<p>Noted</p>



<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	19 <sup>th</sup> October 2021
<b>Subject:</b>	Council Sites receive Green Flag Award for 2021-2022
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management & Maintenance
<b>Contact Officer (Including Job Title):</b>	Jonathan Ellis, Grounds Maintenance Manager

Confirm how this Report should be treated by placing an x in either: -

<b>For decision</b>	<input type="checkbox"/>	<b>For noting only</b>	<input checked="" type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>The purpose of this report to advise the Committee that five Council sites have received the Green Flag Awards for 2021-2022 following inspections of the sites by Tidy NI in August/September 2021.</p> <p>In addition, this year for the first time the award has been extended to include the Heritage Green Flag Award for Newry Canal and Warrenpoint Municipal Park.</p>
1.2	Attached at Appendix 1 is a copy of the Press Releases issued by the awarding body, Tidy Ni which identifies all the 84 sites in Northern Ireland which have received these special awards, listed by Council area.
<b>2.0</b>	<b>Key Issues</b>
2.1	<p>The following sites have received a Green Flag Award; Warrenpoint Municipal Park; Slieve Gullion Forest Park; Delamont Country Park; Newry Canal and Kilbroney Park. This is the first year that this award has been achieved by Delamont Country Park.</p> <p>The Heritage Green Flag Award was given for the first year to Newry Canal and Warrenpoint Municipal Park</p>
2.2	<p>The Green Flag – is an accreditation scheme that recognises excellence in the management of our public spaces, this is awarded and administered locally by Keep Northern Ireland Beautiful.</p> <p>Applications are judged against eight key criteria. Within NI there are now 84 awarded parks &amp; green spaces.</p> <p>The Green Flag Heritage Award is an additional process which recognises locations of the highest historic value.</p> <p>Only 7 sites have this award across Northern Ireland, assessment criteria include:</p> <ul style="list-style-type: none"> <li>• The Condition of historic features</li> <li>• The Use and enjoyment of historic features</li> <li>• Maintaining the historic character &amp; appearance</li> <li>• And Historic Features integrated into the life of the site.</li> </ul>
<b>3.0</b>	<b>Recommendations</b>

3.1	This report is for noting.
<b>4.0</b>	<b>Resource implications</b>
4.1	None
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations</p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened</p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation</p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves</p> <p>Consultation period will be 12 weeks</p> <p>Consultation period will be less than 12 weeks (rationale to be provided)</p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed</p>

	If no, please complete the following: The policy / strategy / plan / public service is not influenced by rural needs
7.0	<b>Appendices</b>
7.1	Appendix 1: Tidy Ni Press Release - Green Flag Awards for Parks and Open Spaces Revealed
8.0	<b>Background Documents</b>
8.1	None

## Press Release

Strictly embargoed until: **Monday 11 October 2021**

### Green Flag Awards for Parks and Open Spaces Revealed

*~ Park fans encouraged to branch out this autumn! ~*

Fans of Northern Ireland's many popular parks and open spaces have been waiting to hear if their favourite place has received a coveted Green Flag Award for 2021.

Today, Keep Northern Ireland Beautiful, the environmental charity that runs the international awards locally, revealed a list of old favourites and new entrants, reflecting the many types of open spaces that are used and cherished by local communities. 84 parks and open spaces have been recognised with a Green Flag Award for 2021, including 4 new Green Flag Awards, 1 new Community Award and 1 new Green Flag Heritage Award.

The Green Flag Award is an internationally recognised certification for environmental quality management for parks and open spaces and is increasingly sought after in Northern Ireland, with a 27-fold increase in participants since the local programme opened in 2008.

Rachel Vaughan, who manages the Green Flag Awards programme, said she hoped people would use the awards as an incentive to visit some new places in one of the nicest seasons of the year. She said;

"We all love a walk through the autumn leaves and it's uplifting to discover a new spot to enjoy. When you visit a Green Flag park or open space you can be reassured that the location is being managed to a really high standard as they've been through a rigorous judging process that assesses sites across a range of issues including their horticultural standards, cleanliness, biodiversity and safety. And at time when many people's finances are under pressure, it's important to highlight the fact that all Green Flag spaces are free to everyone."

Parks and open spaces play a hugely important role in supporting the health and wellbeing of local communities and come in many shapes and sizes. The expert judges, who are all volunteers themselves, were delighted to include several community spaces in this year's selection, which are also run and managed by volunteers at a local level. These include: Shellinghill Park and Millennium Path, Sentry Hill Community Garden, Footprints Women's Centre, Rathfern Activity Centre, Toome Linear Walk and Ballyeaston Church Ruin.

Special Green Flag Heritage Awards were presented to Stormont Estate, Brooke Park, Sentry Hill Historic House and Visitor Centre, Antrim Castle Gardens and Clotworthy House, Queen's University Belfast, Warrenpoint Municipal Park, Newry Canal and Belfast Botanic Gardens. These sites are making the most of unique heritage features, which enhance the experience of visitors to their sites.

Keep Northern Ireland Beautiful will be celebrating our award-winning parks and open spaces through a social media campaign the week beginning Monday 11 October. Please consider following us on [Twitter](#) and [Facebook](#) to see the impact of our programme



# Appendix 1: Tidy Ni Press Release - Green Flag Awards for Parks and Open Spaces Revealed

If you are interested in finding out further information about the Green Flag Award or other programmes run by Keep Northern Ireland Beautiful please e-mail us on [enquiries@keepnorthernirelandbeautiful.org](mailto:enquiries@keepnorthernirelandbeautiful.org) call us on 028 9073 6920 or check out our website [www.keepnorthernirelandbeautiful.org](http://www.keepnorthernirelandbeautiful.org).

## ENDS

**Photographs of award-winning parks are available on request.**

## Interview

Keep Northern Ireland Beautiful's Chief Executive, Dr. Ian Humphreys and Local Environmental Manager, Rachel Vaughan are available for interview.

All can be contacted on:

**Ian Humphreys, Chief Executive,** [ian.humphreys@keepnorthernirelandbeautiful.org](mailto:ian.humphreys@keepnorthernirelandbeautiful.org)

Mobile – 07905 613 546

**Rachel Vaughan Local Environmental Manager,** [Rachel.vaughan@keepnorthernirelandbeautiful.org](mailto:Rachel.vaughan@keepnorthernirelandbeautiful.org)

Mobile – 07722505848

## Full List of Winners:

	<b>Antrim &amp; Newtownabbey Borough Council</b>	32	The Palace Demesne	60	Moat Park
1	Antrim Castle Gardens (Heritage)	33	Loughbrickland Park	61	Bells Lane Allotments Incorporating Bells Lane Park & Lisburn BMX track
2	Antrim/Belmont Cemetery		<b>Belfast City Council</b>	62	Billy Neill MBE Country Park
3	Ballynure Old Graveyard	34	Barnett Demesne		Moria Demense
4	Jordanstown Loughshore Park, Hazelbank Park and Gideons Green	35	Belfast Botanic Gardens (Heritage)	63	Wallace Park
5	Kilbride Cemetery	36	Belmont Park	64	Sir Milne Barbour Memorial Park
6	Lilian Bland Park	37	Cavehill Country Park	65	<b>Mid and East Antrim Borough Council</b>
7	Mallusk Cemetery	38	Connswater Community Greenway	66	Bashfordsland Wood and Oakfield Glen
8	Mill Race Trail	39	Drumglass Park	67	Carrickfergus Mill Ponds, Shaftesbury Park & Marine Gardens
9	Newtownabbey Way	40	Dunmurry Village	68	Diamond Jubilee Wood
10	Randalstown Riverside Walk	41	Dunville Park	69	Dixon Park
11	Rashee Cemetery	42	Falls Park	70	The People's Park
12	Sentry Hill Historic House & Visitor Centre (Heritage)	43	Grove Park		<b>Mid Ulster District Council</b>
13	Sixmile Water Park	44	Half Moon Lake	71	Dungannon Park
14	Valley Park (V36 and Glas-na-braden Glen)	45	Knocknagoney Park	72	Hill of The O'Neill
15	Wallace Park	46	Lagan Meadows	73	Maghera Walled Garden
16	Threemile Water	47	Musgrave Park		<b>Newry, Mourne and Down District Council</b>

# Appendix 1: Tidy Ni Press Release - Green Flag Awards for Parks and Open Spaces Revealed

17	Crumlin Glen	48	Ormeau Park	74	Kilbroney Park
18	Antrim Loughshore and Gateway	49	Roselawn Cemetery	75	Slieve Gullion Forest Park
	<b>Ards and North Down Borough Council</b>	50	Sir Thomas and Lady Dixon Park	76	Warrenpoint Municipal Park
19	Ballymenoch Park	51	Tullycarnet Park	77	Delamont Country Park
20	Castle Park	52	Waterworks Park	78	Newry Canal (Heritage)
21	Kiltonga Nature Reserve		Woodvale Park		<b>Rathfern Community Regeneration Group</b>
22	Linear Park Bangor	53	<b>Queen's University Belfast</b>	79	Rathfern Activity Centre (Community)
23	Londonderry Park		Queen's University Belfast (Heritage)		<b>Sentry Hill Community Garden Group</b>
	<b>Armagh City, Banbridge &amp; Craigavon Borough Council</b>	54	<b>Department of Finance and Personnel</b>	80	Sentry Hill Community Garden (Community)
24	ABC Canal Greenway		Stormont Estate		<b>TIDAL</b>
25	Brownstown Park	55	<b>Derry City and Strabane District Council</b>	81	Toome Linear Park (Community)
26	Edenvilla Park		Brooke Park (Heritage)		<b>Ballyeaston Village Committee</b>
27	Gosford Park	56	<b>Fermanagh and Omagh District Council</b>	82	Ballyeaston Church Ruin (Community)
28	Lurgan Public Park	57	Broadmeadow		<b>Cullybackey Community Partnership</b>
29	Portadown People's Park		Grange Park	83	Shellinghill Park and Millennium Path
30	Solitude Par	58	<b>Lisburn &amp; Castlereagh City Council</b>		<b>Footprints Women's Centre</b>
31	Tannaghmore Gardens	59	Castle Gardens	84	Footprints Women's Centre

Appendix 1: Tidy Ni Press Release - Green Flag Awards for Parks and Open Spaces Revealed

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Pictured enjoying the autumn sunshine are Nicola Fitzsimons from Keep Northern Ireland Beautiful with local Mum Cathy Gorman who enjoys walking with her daughter at Stormont Estate, one of this year's Green Flag spaces.



<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	19 <sup>th</sup> October 2021
<b>Subject:</b>	Social enterprise partnership offer for planting of trees on Council land.
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance
<b>Contact Officer (Including Job Title):</b>	Danielle Begley, Biodiversity Officer

Confirm how this Report should be treated by placing an x in either:-

<b>For decision</b>	<b>X</b>	<b>For noting only</b>	
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>Council have been approached by a social enterprise organisation who wish to provide aid to the Council with planting trees on Council land.</p> <p>The purpose of this report is to seek agreement from the Committee to proceed with such an activity and as part of its introduction to carry out an expression of interest exercise to ensure Council are not excluding other similar organisations from this opportunity.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p>This social enterprise (not for profit) organisation works with businesses and/or individuals who want to buy trees but who do not have land to plant them.</p> <p>Their website states that they grew out of the fact that we are in the middle of a Climate and Ecological Emergency and we all must ACT NOW. Their stated mission is to help restore our planet's lost forests.</p> <p>They have a digital platform, which connects tree donors with available land, which they term Missions, allowing for the creation of new native forests.</p> <p>The tree mapping aspect to their project allows transparency for tree donors plus their "Your Tree, Your Story" function allows users to post photos, stories and links to all their donated trees.</p> <p>This Council has a proactive Tree Strategy. During 2021 Council have embarked on many transformative planting schemes district wide across both urban and rural locations.</p> <p>Trees and improved green spaces provide a much more biodiverse and attractive district, while greatly improving the local health and wellbeing of residents and visitors alike.</p>



	Working with a project such as this would 'link' the Council up with local tree 'donors' and provide free trees for the creation of newly planted woodlands across Council land. The Council would specify what species are planted, the locations available and ensure that newly created woodlands meet the aims and objectives of the tree strategy.
<b>3.0</b>	<b>Recommendations</b>
3.1	<p>Council seek through an expression of interest exercise to form a partnership with a not for profit organisation who would link Council with individuals who wish to have a tree or trees planted on Council designated land. The agreement to be for an initial two-year period and may be extended for a further two years subject to Council approval.</p> <p>Officers to determine suitable sites and tree species for the scheme.</p> <p>Any agreement to be formalised through a Licence Agreement drawn up by Council Legal Advisers.</p>
<b>4.0</b>	<b>Resource implications</b>
4.1	Minimal financial resources over and above that already committed to the implementation of the tree strategy.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p>

	<p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
<b>7.0</b>	<b>Appendices</b>
	None
<b>8.0</b>	<b>Background Documents</b>
	None

<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	19 October 2021
<b>Subject:</b>	Provision of Restricted Access Litter Bins
<b>Reporting Officer:</b>	Sinead Murphy, Acting Assistant Director, Waste Management
<b>Contact Officers:</b>	Peter Whyte, Head of Refuse and Cleansing

<b>For Decision</b>		<b>X</b>	<b>For Noting Only</b>		
<b>1.0</b>	<b>Purpose &amp; Background</b>				
1.1	<p>The purpose of this report is to provide details to members on the proposed roll out of restricted access litter bins across the district.</p> <p>Members identified a need for litter bins that would not allow access for birds or animals after they raised concerns about litter issues created by birds accessing litter bins to forage for food, resulting in waste materials being scattered around the proximity of the litter bin.</p>				
1.2	<p>As part of a recent procurement exercise for litter bins the option for the provision of a litter bin that would not allow access for birds was provided.</p>				
<b>2.0</b>	<b>Key issues</b>				
	<u>Summary of the Requirement</u>				
2.1	<p>A survey of potential locations for bird proof litter bins was undertaken with potential locations identified by members, staff members and through an analysis of complaints from the public. The proposed locations for the restricted access litter bins identified in line with the Litter Bin procedure are provided in <b>Appendix 1</b>.</p>				
2.2	<p>Through the survey, 79 litter bins have been identified to be replaced with restricted access litter bins. It is anticipated the roll out will commence immediately with the aim of being completed by the end of March 2022.</p>				
2.3	<p>An additional requirement has been identified to replace flaps that are no longer present on litter bins in Inner Bay Car Park, Dundrum.</p>				
2.4	<p>In terms of sustainability any litter bins removed will be assessed and re-used where possible.</p>				
<b>3.0</b>	<b>Recommendations</b>				
3.1	<p><b>Members are asked to:</b></p> <ul style="list-style-type: none"><li>▪ <b>Approve the proposed plan for the location of restricted access litter bins</b></li></ul>				
<b>4.0</b>	<b>Resource implications</b>				
4.1	<p>Costs associated with this roll out are within the budget provision for litter bins for 2021/22.</p>				
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>				

5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p> <ul style="list-style-type: none"> <li><b>Appendix I – Bird Proof Litter Bins Location Survey</b></li> </ul>
8.0	<p><b>Background Documents</b></p> <ul style="list-style-type: none"> <li>Litter Bin Policy</li> </ul>

## Litter Bin Survey – Restricted Access Bins

Area	Locality	Current Arrangement	Proposed Action
Strangford	Town Centre	2*LB - Upper Green 1*LB – Castle Street 2*LB – Marina 1*LB – Lower Green	Replace with restricted access bins. Wooden LB at Lower Green to remain
	Picnic area opposite Strangford Holiday Park	1*LB	Replace with restricted access bin
	Kilclief Parking Area adjacent to beach (not official car parking area)	2*LB	Replace with restricted access bins
Ballyhornan	Car Park	4*LB	Replace with restricted access bins
Ardglass	Town Centre	1*LB - Doc's Chip Shop 1*LB – Marina 4*LB – Marina Car Park 1*LB – Play Area at Marina 1*LB – Historic Trails Plague 1*LB – Public Toilets	Replace with restricted access bins
Killough	Entrance to Rope Walk	1*LB	Replace with restricted access bin
	Play Area	1*LB	Replace with restricted access bin
	Fisherman's Row	1*LB	Replace with restricted access bin
	Entrance to The Quay	1*LB	Replace with restricted access bin
Minerstown	Rossglass Car park	1*LB	Replace with restricted access bin
	Beach	1*LB	Replace with restricted access bin
Dundrum	The Quays	1*LB	Replace with restricted access bin
	Inner Bay Lay-By	1*LB	Replace with restricted access bin
	Inner Bay Car Park	Bins with flaps removed	Replace flaps

Newcastle	Donard Car Park	12*LB	Replace with restricted access bins
	Blue Quarry	2*LB	Replace with restricted access bins
	Harbour Area	2*LB	Replace with restricted access bins
Annalong	Public Toilets	2*LB	Replace with restricted access bins
	Play Area Car Park	2*LB	Replace with restricted access bins
	Harbour Area	1*LB	Replace with restricted access bin
	Adjacent to The Galley Chip Shop	1*LB	Replace with restricted access bin
	Adjacent to Pepperjacks	1*LB	Replace with restricted access bin
	Adjacent to Johnny Pangs	1*LB	Replace with restricted access bins
	Near 50mph sign	1*LB	Replace with restricted access bin
	Entrance to Gordonsville	1*LB	Replace with restricted access bins
Greencastle	Lay-By	1*LB	Replace with restricted access bin
Kilkeel	Perimeter of High School	3*LB	Replace with restricted access bins
	Bowling Pavilion Car Park	6*LB	Replace with restricted access bins
Killyleagh	Seaview	4*LB	Replace with restricted access bins
	Hans Sloane Square	1*LB	Replace with restricted access bin
Downpatrick	The Quoile	7*LB	Replace with restricted access bins
Rostrevor	Ross Monument	2*LB	Replace with restricted access bins

**ITEM 4**  
**ARC21 JOINT COMMITTEE**  
**Meeting No 059**  
**MINUTES**  
**Thursday 26 August 2021**

**Members Present:**

Councillor A Bennington  
 Councillor R Kinnear  
 Alderman R Gibson (*Chair*)  
 Councillor A McDowell  
 Alderman D Drysdale  
 Councillor S Lee  
 Councillor M Gregg  
 Councillor D Reid  
 Councillor H McKee

Antrim & Newtownabbey Borough Council  
 Antrim & Newtownabbey Borough Council  
 Ards & North Down Borough Council  
 Ards & North Down Borough Council  
 Lisburn & Castlereagh City Council  
 Lisburn & Castlereagh City Council  
 Lisburn & Castlereagh City Council  
 Mid & East Antrim Borough Council  
 Newry, Mourne & Down District Council

**Members' Apologies:**

Councillor M Goodman  
 Alderman A Carson  
 Councillor F Ferguson  
 Councillor P McReynolds  
 Councillor JJ Magee  
 Alderman R Cherry  
 Councillor I Friary  
 Councillor W Clarke (*Deputy Chair*)  
 Councillor W Walker

Antrim & Newtownabbey Borough Council  
 Ards & North Down Borough Council  
 Belfast City Council  
 Belfast City Council  
 Belfast City Council  
 Mid & East Antrim Borough Council  
 Mid & East Antrim Borough Council  
 Newry, Mourne & Down District Council  
 Newry, Mourne & Down District Council

**Officers Present:**

T Walker  
 G Craig (*Secretary*)  
 J Green  
 K Boal  
 L Daly  
 D Lindsay  
 C Mathews  
 J McConnell  
 H Moore  
 P Thompson

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 Antrim & Newtownabbey Borough Council  
 Ards & North Down Borough Council  
 Belfast City Council  
 Belfast City Council  
 Lisburn & Castlereagh Borough Council  
 Mid & East Antrim Borough Council

**Officers' Apologies:**

G Girvan  
 M Laverty  
 J McBride  
 H Campbell

Antrim & Newtownabbey Borough Council  
 Antrim & Newtownabbey Borough Council  
 Newry, Mourne & Down District Council  
 arc21

The Chair informed Members that Councillor Kathryn Owen from Newry, Mourne & Down District Council had been replaced by Councillor William Walker.

The Chair also welcomed Cathy Mathews from Belfast City Council to her first Joint Committee meeting since being appointed as Director in the Council.



**Item 1 - Conflicts of Interest Statement**

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

**Action: Noted**

**Item 2 - Apologies**

Apologies were noted.

**Action: Noted**

**Item 3 - Minutes of Joint Committee Meeting 058 held on 24 June 2021**

Following discussion, the Joint Committee recommended the approval of the minutes of Joint Committee meeting 058 held on 24 June 2021 and Mr Walker approved the recommendation.

**Action: Agreed**

**Item 4 - Matters Arising**

Mr Craig discussed the Declaration of Members Interests forms to be completed by Members and advised that to date he had only received seven forms back from the 18 Members.

He stated that the Statutory Audit was drawing to a close and he was concerned that this matter would be noted again by the Local Government Auditor in his report. He asked Members who had not submitted their completed forms do so as quickly as possible.

Members asked that Mr Craig send out the forms again to those Members who had not returned them. He said he would reissue forms and again encouraged all to complete the form and return it as quickly as possible to either himself or Heather [george.craig@arc21.org.uk](mailto:george.craig@arc21.org.uk) or [heather.campbell@arc21.org.uk](mailto:heather.campbell@arc21.org.uk)

**Action: Mr Craig & Members**

Members discussed the current legislative issues with holding virtual meetings and therefore the potential to hold hybrid physical meetings with video conferencing facilities for those who could not attend. Mr Craig advised that councils had been approached in relation to providing suitable facilities and an update would be provided at the next meeting.

**Action: Mr Craig**

**Item 5 - Contracts & Operations Briefing Report**

Ms Boal provided Members with an overview to the Joint Committee of issues pertaining to Contracts and Operations, including issues with COVID-19 preventative measures in place, issues related to rejected loads delivered to two contractor sites and an overview of contract tonnages and supplies orders.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

**Item 6 - Waste Tonnage Trends**

Ms Boal provided a report on the waste tonnage trends relevant to arc21 contracts for the period April to July 2021 for comparison against trends in previous years.



Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

#### **Item 7 - Annual Review of Waste Statistics 2020/21**

Ms Boal provided a report on the indicative position in respect of key waste statistics covering the 2020/21 year.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

### **IN COMMITTEE**

The Chair recommended that the meeting would now move "in committee" for items 8 to 12 of the Agenda and Mr Walker approved the recommendation.

Matters of a confidential and commercially sensitive nature were discussed under these agenda items.

Following discussion on the commercially sensitive matters, the Chair recommended that the meeting would now return to the main agenda, which Mr Walker approved, but whilst "in committee" there were four matters discussed as follows:

<b>Item 8</b>	<b>Minutes of Meeting 058 held on 24 June 2021 'in committee'</b>	<b>Action:</b>	<b>Agreed</b>
<b>Item 9</b>	<b>Matters Arising</b>	<b>Action:</b>	<b>Noted</b>
<b>Item 10</b>	<b>Residual Waste Treatment Project</b>	<b>Action:</b>	<b>Noted</b>
<b>Item 11</b>	<b>Commercially Sensitive Contract &amp; Procurement Issues</b>	<b>Action:</b>	<b>Agreed</b>
<b>Item 12</b>	<b>Council Covid-19 Waste Management Financial Losses</b>	<b>Action:</b>	<b>Noted</b>

### **OUT OF COMMITTEE**

Members agreed to return to the main Agenda.

#### **Item 13 - Consultation on Policy Options for the new Energy Strategy for NI**

Mr Green provided the Joint Committee with a copy of the arc21 response to the consultation on the proposed options for a new energy strategy for Northern Ireland.

Following discussion, the Joint Committee recommended that the Acting Chief Executive retrospectively approves the consultation response, which was submitted by the deadline and Mr Walker approved the recommendation.

**Action: Agreed**

**Item 14 - Consultation on Proposed Changes to the Carrier Bag Levy**

Mr Walker provided the Joint Committee with a copy of the arc21 response to the consultation on the proposed changes to the Carrier Bag Levy.

Following discussion, the Joint Committee recommended that the Acting Chief Executive retrospectively approves the consultation response, which was submitted by the deadline and Mr Walker approved the recommendation.

**Action: Agreed**

**Item 15 - Circular Economy Strategic Framework Call for Evidence**

Mr Walker provided the Joint Committee with a copy of the response prepared in a personal capacity as a member of the Department for the Economy, Circular Economy Coalition, to the call for evidence on the Circular Economy Strategic Framework.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

**Item 16 - Waste Management Plan**

Mr Walker provided a verbal report on the review of the Waste Management Plan, including the role arc21 plays in regard to the development of the current plan which is based on an 11-council model.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

**Item 17 - Benchmarking Report 2019-20**

Mr Craig provided an update to the Joint Committee on the outcome from this year's recent benchmarking exercise. He informed Members that this was the second Benchmarking Report following the approval of the new Corporate Plan, the first presented last year covered the 2018/19 year and this one, undertaken recently, covers the 2019/20 year.

Mr Craig explained that the Corporate Plan made provision for arc21 to undertake reviews of costs and performances with other similar bodies so that the services provided can be compared with (benchmarked against) these other bodies.

The second review has just recently been completed and once again shows that arc21 has improved its performance both year-on-year and in comparison, with the other similar organisations.

Attempts to create a benchmark club in 2020 were thwarted due to the Covid-19 emergency but this issue will be revisited to establish if there is an appetite from the other similar organisations to engage in a more formal comparative arrangement.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

**Item 18 - EPSRC Application Support**

Mr Walker gave Members a verbal update regarding the relevant research undertaken by EPSRC and the potential for arc21 to input into that research and also benefit from its findings.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation.

**Action: Noted**

**Item 19 - AOB**

At the request of Mr Walker, officers and arc21 staff left the meeting for this item.

Members in Attendance Cllr D Reid (MEABC), Cllr A Bennington (ANBC), Ald R Gibson (ANDBC), Cllr H McKee (NMDDC), Cllr A McDowell (ANDBC)

Mr Walker provided a verbal update on personnel matters following the completion of a draft report on the situation within arc21. Following earlier meetings, Members were reminded that Mr Walker had committed to keeping the Joint Committee apprised regarding developments earlier in the year.

Mr Walker had highlighted that there were a number of factors which have contributed to the situation in arc21. Following these earlier meetings, the Chair had written to the arc21 constituent councils' chief executives.

He also highlighted that paperwork was in train to extend his secondment for a further year.

Mr Walker highlighted that the Committee had previously granted approval to proceed with the procurement for HR services which would include the development of a HR Strategy to support the Corporate Plan. In advance of this process, Mr Walker approval had been granted to commission a HR piece of work, a draft of which had now been produced. Given the involved nature of this work, it has cost around £15,000 legal fees and £6,000 HR costs.

Following receipt of the draft report, and a meeting with the chief executives in late August, the Members considered next steps during which the Chair commended the staff for their ongoing performance, highlighted that the governance arrangements were not widely appreciated and that, since these arrangements had been put in place, there had been a considerable recruitment of new Members in this political term.

Other Members also commented upon the level of disruption during the year and how, through hard work, the staff had continued to progress both the Steering Group and Joint Committee agendas.

In terms of addressing matters, the Members recommended that a sub-group of the Committee should be formed with appropriate resourcing. They approved the expenditure as outlined above, and instructed Mr Walker to instigate the creation of this sub-group to expedite matters in as timely a manner as possible.

### Item 20 - Next Meeting

The Chair advised that the next virtual Joint Committee meeting would be held as scheduled on Thursday 30<sup>th</sup> September.

**Action: Noted**

**Date:** \_\_\_\_\_

**Chairman:** \_\_\_\_\_



## **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 1 - Update on Coronavirus Regulations**

### **Item 2 - Conflicts of Interest**

The Joint Committee are reminded of their personal responsibilities and asked to declare any conflicts of interest that might arise during the meeting.

### **Item 3 - Apologies**

### **Item 4 - Minutes of Joint Committee Meeting 059 held on 26 August 2021**

#### **For approval**

The Joint Committee is asked to recommend that the Acting Chief Executive approves the minutes of the meeting JC059 held on 26 August 2021.

### **Item 5 - Matters Arising**

### **Item 6 - Contracts & Operations Briefing Report**

#### **For noting**

Contractors continue to provide services across the arc21 contracts with COVID-19 preventative measures in place. Whilst a number of contractors have had positive cases, services related to arc21 contracts have been maintained.

The report highlights issues related to rejected loads delivered to NWP and Bryson Recycling.

The report provides an overview of contract tonnages and supplies orders.

The Joint Committee is asked to note the contents of the report.



**'IN COMMITTEE' ITEMS - COMMERCIALLY CONFIDENTIAL****Item 7 - Minutes of Joint Committee Meeting 059 held on 26 August 2021 'in committee'****For approval**

The Joint Committee is asked to recommend that the Acting Chief Executive approves the minutes of the meeting JC059 held on 26 August 2021 'in committee'.

**Item 8 - Matters Arising****Item 9 - Residual Waste Treatment Project****For noting**

Planning – The outstanding consultee (DAERA) have responded to DfI planners. The DAERA Minister confirmed that there is a need for more waste infrastructure. The planning application is now back in the same place as in May 2015.

Public procurement – Initial work to reinstate the procurement process to take it to a conclusion is underway on the assumption of a planning decision in the near future.

Communications & Community Liaison – A wide range of structured and ad hoc outreach continues to promote arc21's role and the benefits of modern waste management and its links with the Circular Economy.

The Joint Committee is asked to note the report.

**Item 10 - Commercially Sensitive Contract and Procurement Issues****For approval**

The report provides an update on the options for landfill provision post 31 January 2022 and recommends extensions to the Municipal Waste Disposal Contracts.

The report seeks approval from the Joint Committee to access the ESPO Framework 664-21 Consultancy Services – Lot 8b, Environmental and Sustainability and Lot 8h, Waste & Recycling, should consultancy support in these areas be required.

An update on the progression of the decision document for a forthcoming procurement for Interim Residual Waste Treatment is provided along with an overview of next steps.





The Joint Committee is asked to approve the recommendations in relation to the Municipal Waste Disposal Contracts, and a framework for Consultancy Services and to note the update in relation to Interim Residual Waste Treatment.

### **Item 11 - Council Covid-19 Waste Management Financial Losses**

#### **For noting**

Members are updated in relation to the DAERA covid 19 funding support package.

DAERA has confirmed that no additional funding for '21-'22 will be made available for councils. The Department has agreed to utilise the underspend from '21 (£4M) only for the first quarter of '21/'22 year (Apr-Jun)

Lobbying will continue with DAERA in order to identify and secure further funding to support councils due to the ongoing need to support the additional costs being incurred.

Councils have been asked to submit final claims by the beginning of Oct in order that the remaining balance of £4M can be allocated by DAERA.

The next meeting with DAERA officials is scheduled for 12 Oct, and Members will be updated at the Oct Joint Committee meeting on the outcome from this event.

The Joint Committee is asked to note the report.

### **OUT OF COMMITTEE & RETURN TO MAIN AGENDA**

### **Item 12 - Revenue Estimates**

#### **For approval**

The Joint Committee is presented with the medium-term financial strategy of arc21 as set out in the Revenue Estimates attached at Appendix B.

The financial highlights are:

- Estimates for 2022/23 are £1.284m compared to £1.386 in 2021/22 (down by £102k)
- Further General Reserves have been applied to reduce the financial burden on councils with £315k applied in 2022/23 (£445k in 2021/22)
- Council contributions in 2022/23 are proposed at £960k compared with £941k in 2021/22 representing a 2% uplift year in year.
- As before, the costs are apportioned based on the mid-year population statistics as provided by NISRA.

The Joint Committee is asked to approve the Revenue Estimates in order that councils can take into account their respective share of the costs within their own financial plans.

### **Item 13 - Plastic Packaging Tax**

#### **For noting**

The UK Plastic Packaging Tax (PPT) Policy is coming into force in April 2022.

HMRC has issued two useful guidance documents to assist organisations with determining if their activities in dealing with plastic packaging bring them into the scope of the tax and, if so, if they need to register for compliance.

PPT applies to public sector bodies although it is unlikely that any NI Council would be involved in the type of activities that the tax regime would apply to.

The main issue for Councils is one of awareness about the PPT.

The Joint Committee is asked to note this report and the guidance documents attached from HMRC.

### **Item 14- Annual Report 2020-2021**

#### **For noting**

The Joint Committee is presented with the Annual Report for the year to March 2021 and is asked to note the report.

### **Item 15 - Audit Committee Meeting 24 September 2021 Report**

#### **For noting**

The Audit Committee is a sub-committee of the Joint Committee and its purpose is to provide an independent assurance on the adequacy of arc21's risk management framework and associated control environment. The Audit Committee also oversees arc21's financial reporting process.

The Joint Committee is updated regularly on the business that the Audit Committee undertakes, and this report sets out the business conducted at last week's meeting.

The main issues for Members to note is the final Draft Statement of Accounts for the 2020/21 year. Once again, the Local Government Auditor has certified these without qualification.



The only issue raised related to the fact that not all Members' Declarations of Interests had been submitted.

The Joint Committee is asked to note the report.

#### **Item 16 - Waste Management Plan**

##### **For noting**

Members will be aware that the arc21 Waste Management Plan was adopted in 2016. There have been several developments in Northern Ireland and nationally since then and, in line with the support being provided by DAERA, it is now timely that a review of "our" Waste Management Plan is undertaken to update it accordingly.

The Joint Committee is asked to note the approach adopted by the NI WMP Group over the summer, and the subsequent submission of "our" comments on the finalised chapters. The next step will be to liaise with WRAP to produce an appropriate addendum for consideration by the Joint Committee and councils.

#### **Item 17 - AOB**

#### **Item 18 - Next Meeting Thursday 28 October 2021**

CONFIDENTIAL



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



Comhairle Contae Lú  
Louth County Council

40

# COUNCILS AND COMMUNITY

SAVE  
THE  
DATE

WORKING  
TOGETHER FOR  
CLIMATE



**AFTERNOON OF NOVEMBER 11TH (ONLINE)**

**JOHN BARRY - QUEENS UNIVERSITY BELFAST, CO-CHAIR OF BELFAST  
CLIMATE COMMISSION**

**EUGENE CONLON - DUNLEER SUSTAINABLE ENERGY COMMUNITY**

**LEO STRAWBRIDGE - DERRY & STRABANE DISTRICT COUNCIL**

**MC FOR THIS EVENT WILL BE SHANE COLEMAN - NEWSTALK RADIO**

**A JOINT WORKSHOP FOR PUBLIC REPRESENTATIVES  
AND COUNCIL MANAGEMENT TO EXCHANGE IDEAS  
ON HOW COUNCILS CAN PROMOTE AND FACILITATE  
COMMUNITY BASED CLIMATE ACTION**

<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	19 October 2021
<b>Subject:</b>	Scheme of Delegation
<b>Reporting Officer:</b>	Johnny McBride, Neighbourhood Services Director (Acting)
<b>Contact Officer:</b>	Johnny McBride, Neighbourhood Services Director (Acting)

<table border="1"> <tr> <td>For Decision</td> <td></td> <td>For Noting Only</td> <td><input checked="" type="checkbox"/></td> </tr> </table>		For Decision		For Noting Only	<input checked="" type="checkbox"/>
For Decision		For Noting Only	<input checked="" type="checkbox"/>		
<b>1.0</b>	<b>Purpose &amp; Background</b>				
1.1	The purpose of this report is to provide the Committee with a list of decisions taken by the Neighbourhood Services Director (Acting) from 1 April 2021 to 30 September 2021 in accordance with the Scheme of Delegation for Officers.				
<b>2.0</b>	<b>Key Issues</b>				
	<u>Scheme of Delegation</u>				
2.1	A list of the decisions taken between 1 April 2021 and 30 September 2021 are provided at <b>Appendix I.</b>				
<b>3.0</b>	<b>Recommendations</b>				
3.1	<p>Member are asked to:</p> <ul style="list-style-type: none"> <li><b>Note the decisions taken by the Neighbourhood Services Director (Acting) from 1 April 2021 to 30 September 2021 in accordance with the Scheme of Delegation for Officers</b></li> </ul>				
<b>4.0</b>	<b>Resource Implications</b>				
4.1	There are no resource implications attached to this report.				
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>				
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>				
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>				



	<p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<b>Appendices</b>
7.1	▪ <b>Appendix I</b> - list of the decisions taken between 1 April 2021 and 30 September 2021
8.0	<b>Background Documents</b>
8.1	Scheme of Delegation for Officers



**Scheme of Delegation**

	<b>Purpose</b>	<b>Requester</b>	<b>Date requested for use</b>	<b>Location</b>	<b>Value</b>
1	Use of Council Facilities - Farmers Market	Local Business	17/10/21 + 12/12/21	Newry Market	£0
2	Use of Council Facilities - Farmers Market	Local Business	01/08/2021	Newry Market	£0
3	Use of Council Facilities - Spring Crafts	Member of the Public	02/05/2021	Cardinal O'Flaich Square, Crossmaglen	£0
4	Use of Council Facilities - Sit Down Area	Local Business	30/04/21-29/05/21	Newry Market	£0
5	Use of Council Facilities - Record & CD Fair	Local Business	21/11/2021	Newry Market	£0

**NEIGHBOURHOOD SERVICES COMMITTEE****HISTORIC ACTIONS TRACKING SHEET**

<b>Minute Ref</b>	<b>Subject</b>	<b>Decision</b>	<b>Lead Officer</b>	<b>Actions taken/ Progress to date</b>	<b>Remove from Action Sheet Y/N</b>
<b>NEIGHBOURHOOD SERVICES MEETING – 19 JUNE 2019</b>					
NS/011/2019	Defective wall at Shimna River, Newcastle	<b>Note the contents of the above report and, depending on the outcome of the Structural Engineer's Report, if there were emergency issues, that authority be given to officers to proceed quickly with the necessary works.</b>	K Scullion	<b>In progress – Application submitted to Rivers Agency for proposed works- Project being taken forward with assistance of Council Estates &amp; Project Management Team to include works on both sides of river at this location and also a separate location within Castle Park.</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES MEETING – 23 OCTOBER 2019</b>					
NS/073/2019	Proposed Property Maintenance Policy and Strategy 2019 to 2023	<b>Council's Facilities Management and Maintenance Department develop for agreement with the NS Committee a Property Maintenance</b>	K Scullion	<b>On hold as part of Neighbourhood Services Review.</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>Policy and Strategy for the Council to cover the term of this Council 2019 to 2023.</b> If required to assist officers in the development of this Strategy, external support to be procured in accordance with Council Procurement Procedures.			
NS/075/2019	Household Recycling Centres (HRC) Update	<b>Investigation to be made through WRAP Capital Fund for grant-aid toward additional container capacity at selected sites.</b>		<b>Ongoing</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 JUNE 2020</b>					
NS/168/2020	Business Case – Inspection, Testing and Maintenance of Councils Fire Alarm Systems	<b>Note the content of the report and associated Business Case and accept the conclusion of the Business Case that Option 2 was chosen as the preferred option. Option 2 would see the appointment, through a tender process, of a competent contractor to inspect, test and maintain Council Fire Alarms throughout Council premises at recommended intervals ensuring Councils legal compliance.</b>	K Scullion	<b>Complete</b>	<b>Y</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/169/2020	Business Case – Annual Servicing, Maintenance and Monitoring of Intruder Alarm Systems in Council Buildings	<b>Note the content of the report and associated Business Case and accept the conclusion of the Business Case that Option 3 was chosen as the preferred option. Option 3 would see the appointment, through a tender process, of a competent contractor to service, maintain and monitor all 45 No. intruder alarm systems in the Council asset register.</b>	K Scullion	<b>Complete</b>	<b>Y</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING – 20 OCTOBER 2020</b>					
NS/230/2020	Business Case – Provision of new public toilet in Killough	<b>Agreed to note the content of the report and associated Business Case and to accept the conclusion of the business case that the Council proceed with the proposal to provide a new public toilet in Killough.</b>	K Scullion	<b>No progress</b>	<b>N</b>
NS/231/2020	Business Case – Provision of Electrical Maintenance and Minor Projects	<b>Agreed to note the content of the report and associated Business Case and to accept the conclusion of the business case that that the Council proceed with Option 3. Option 3 will see the appointment of a</b>	K Scullion	<b>In progress – Tenders returned but it was deemed not possible to appoint a preferred bidder and therefore decision</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>NICEIC and SparkSafe Registered Electrical Contractor to support the Councils Electrical Maintenance Service and to provide minor electrical works, for a three-year period or up to the maximum value of the overall contract (£450,000). The service to be procured through tender or through use of suitable Framework.</b>		<b>was taken to close-out the current process without appointment of a preferred bidder. Tender to be reissued.</b>	
NS/232/2020	Business Case – Provision of Minor Construction Works	<b>Agreed to note the content of the report and associated Business Case and to accept the conclusion of the business case that the Council proceed with Option 3. Option 3 will see the appointment of a minor construction works contractor to complete minor works contracts across the Council for a three-year period or up to the maximum value of the overall contract (£180,000). The service to be procured through tender or through use of a</b>	K Scullion	<b>In progress – Tenders returned and being evaluated.</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		suitable Framework			
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 NOVEMBER 2020</b>					
NS/243/2020	Notice of Motion – Green New Deal Strategy	<b>Grant approval to Officers to further scope the issues contained within the Notice of Motion and to prepare a report which summarises the status of existing and planned activity in this area. A report to be tabled at a future Meeting of the Neighbourhood Services Committee and to also write to the Northern Ireland Executive clarifying what actions are currently being taken and what actions are being planned by the NI Executive in respect of climate change.</b>	L Dinsmore	<b>Response received from DAERA Minister and considered by NS Committee.</b>  Scoping of the issues delayed by on-going COVID-19 pandemic.	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 15 DECEMBER 2020</b>					



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>Household recycling centres permit scheme for private operators – expressions of interest be sought now to gauge demand.</b>	L Dinsmore	<b>To be recommenced.</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING – 20 JANUARY 2021</b>					
NS/008/2021	Business Case for the refurbishment of Struell Cemetery Amenity Building	<b>Agreed to note the content of the report and to accept the conclusion of the business case that option 2 be approved. Option 2 would see the appointment, through tender, of a competent contractor to undertake refurbishment works to Struell Cemetery amenity building which was extensively fire damaged in 2020.</b>	K Scullion	<b>In Progress. Contractor on site and works commenced.</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 FEBRUARY 2021</b>					
NS/028/2021	Business case for the supply of feminine hygiene products	<b>Agreed to note the content of the report and approve the findings of the business case presented in that Option three was the preferred option. Option three would see the</b>	K Scullion	<b>Appointment through Framework – process underway but not complete.</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		appointment of a contractor to supply and service feminine hygiene products and similar services in Council facilities for the next 36-month period or up to a maximum value as detailed in the report			
NS/029/2021	Business case for the provision of as required cleaning services	<b>Agreed to note the content of the report and approve the findings of the business case presented in that Option three was the preferred option. Option three would see the appointment of a competent cleaning contractor to provide "as required" cleaning services for the Councils 31 Public Toilets, Newry Market and Chapel of Ease, to cover any future staff shortages for the next 12-month period or up to a maximum value as detailed in the report.</b>	K Scullion	Ongoing	N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING – TUESDAY 16 MARCH 2021</b>					
NS/041/2021	Siting of bee hives on former Council landfill at Aughnagun	<b>Agreed to note the content of this report and recommend Council give permission to the</b>	L Dinsmore	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p><b>Beekeeping organisation to place 6 hives on the former landfill site at Aughnagun, initially for 1 x year subject to:</b></p> <p><b>1.Successful engagement with local residents and on-site gas-extraction partner, to support the placing of beehives on the Aughnagun site.</b></p> <p><b>2.Meeting to be held with Beekeeping Organisation and to seek assurances regarding</b></p> <ul style="list-style-type: none"> <li>- access arrangements to site and to hives</li> <li>- location for hives</li> <li>- communications with Local residents</li> <li>- ongoing review</li> <li>- renewal dates/periods</li> <li>- any potential insurance implications</li> <li>- Strict guidance with respect to attendance on site to be adhered to</li> </ul>			

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/046/2021	Business Case for the provision of Hire of Building Maintenance and Grounds Maintenance Plant and Machinery	<b>Agreed to note the content of the report and approve the findings of the business case presented in Option three which would see the appointment of suitable hire firm(s) to supply ad hoc plant and machinery for the next 12 month period with an option to extend or up to a maximum value of £80,000.</b>	K Scullion	In progress. Tenders have been returned and under assessment.	N
NS/048/2021	Business Case for Supply and Delivery of 120L Street Litter Bins	<b>Agreed to note the content of the report and approve the business case to procure a contract for the supply and delivery of 120l street litter bins.</b>	P Whyte	Complete	Y
NS/049/2021	Business Cases for the replacement of Medium-Size Chassis Cab Vehicles (Cover Report)	<b>Agreed to note the content of the report and approve the business cases for the replacement of medium-size chasis cab vehicles.</b>	T Daly	In Progress	N
NS/050/2021	Business case for the replacement of 5 x 3,500 – 6,500 Kg Medium-Size Chassis Cab Vehicles for	<b>Agreed to approve the business case at Appendix II for the replacement of 5 x 3,500 – 6,500 Kg Medium-Size Chassis Cab Vehicles for Cleansing</b>	T Daly	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Cleansing (Appendix II)				
NS/051/2021	Business case for the replacement of 10 x 5,000 – 6,500 Kg Medium-Size Chassis Cab Vehicles for Facilities Management & Maintenance (Appendix III)	<b>Agreed to approve the business case at Appendix III for the replacement of 10 x 5,000 – 6,500 Kg Medium-Size Chassis Cab Vehicles for Facilities Management &amp; Maintenance.</b>	T Daly	In Progress	N
NS/052/2021	Business case for the replacement of 5 x 3,500 Kg Medium-Size Chassis Cab Vehicles for Facilities Management & Maintenance (Appendix IV).	<b>Agreed to approve the business case at Appendix IV for the replacement of 5 x 3,500 Kg Medium-Size Chassis Cab Vehicles for Facilities Management &amp; Maintenance.</b>	T Daly	In Progress	N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2021</b>					
NS/059/2021	Notice of Motion – Biodegradable Bag Delivery System	<b>It was also agreed that in the interim Mr McBride arrange for a supply of biodegradable bags to be delivered to each Councillor for distribution to the community, similar to the arrangements that had been put in place when HRCs were</b>	L Dinsmore	Biodegradable bags available to be distributed to Councillors on request	Y



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>closed due to COVID restrictions (subject to stock being available).</b>			
NS/062/2021	Feasibility study for EV infrastructure at the Council's Depots	<p><b>Agreed to note the content of the report and to approve the recommendation that a Business Case be prepared which examined the investment and benefits of the EV charging system, together with costings.</b></p> <p><b>It was further agreed as part of the Business Case, that officials consider the need for a generator at the proposed sites, in the event of an interruption to electricity supply.</b></p> <p><b>It was also agreed officials investigate potential sources of funding for the provision of electric vehicle charging points from the East Border Region Committee.</b></p>	K Scullion	<b>No Progress</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/067/2021	Cleaner, Greener Communities Initiative	<p><b>Agreed to note the content of this report and approve the following recommendations:-</b></p> <p><b>Continue with support to Community Groups to undertake one-off roadside litter collection and Community Clean-ups, where Government Guidance permits.</b></p> <p><b>Council to provide assistance as detailed in the report.</b></p>	L Dinsmore	Completed	Y
NS/074/2021	Business Case for the supply of Vehicle Hire Services	<p><b>Agreed to note the content of the report and approve the economic appraisal to procure a contract for the supply of vehicle-hire services</b></p>	T Daly	In Progress	N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING</b> <b>19 MAY 2021</b>					
NS/079/2021	Monthly Action Sheet Wind-blown litter at Damolly Retail Park	Mr Dinsmore said he had engaged with the owners and the restaurant franchise and would now formalise the request that a green fence be erected at this location and that he	L Dinsmore	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Bio-degradable caddy bags for Councillors	continue to update Cllr. Casey on progress  Mr Dinsmore to contact Councillors re: distribution	L Dinsmore	<b>Biodegradable bags available to be distributed to Councillors on request.</b>	Y
	Litter pickers for schools	The Sustainability Officer to advise Councillors on how litter pickers would be distributed to schools	L Dinsmore	<b>Litter pickers being procured.</b>	N
NS/081/2021	Public Toilet Strategy	<b>Council Officers to revert to this Committee with a report setting out each work package as part of the implementation process for delivery of the service going forward.</b>	K Scullion	<b>Complete</b>	Y
NS/089/2021	Purchase of new industrial heavy grade tractor and side arm flail/cutting unit for grounds maintenance at various locations District wide	<b>Agreed to note the content of the report and associated Business Cases and accept the conclusion of the Business Cases that Option 3 from each be chosen as the preferred option. This would see the procurement of an industrial tractor and a side arm flail.</b>	K Scullion	<b>In Progress</b>	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/090/2021	Business case looking at options for strategic maintenance of Council artificial sports pitches and surfaces 2021 to 2023	<b>Agreed to note the content of the report and associated Business Case and approve the recommendation from the Business Case that Option 2 be accepted. Option 2 would see a hybrid model for maintenance of these surfaces whereby Council staff undertake maintenance works with support from an external contractor for more specialised tasks. The external contractor would be appointed for up to a three-year period.</b>	K Scullion	In Progress – tender has been issued.	N
NS/091/2021	Economic appraisal – supply of vehicle parts and external fleet maintenance services	<b>Agreed to approve the economic appraisal to procure contractors for the supply of vehicle parts and external fleet maintenance services.</b>	T Daly	In Progress (forms part of NS Procurement Action Plan)	N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 23 JUNE 2021</b>					
NS/097/2021	Neighbourhood Services Recovery Plan	<b>Agreed to note the contents of the report and approve the Neighbourhood Services service recovery plan.</b>	J McBride	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/099/2021	Proposed Memorial Gardens Landscape Scheme	<b>Agreed to recommend approval of the choice of locations for both Memorial Gardens as outlined in the report and the implementation of the proposed design for each site.</b>	K Scullion	In Progress	N
NS/100/2021	Applications for bus shelters in Crossgar and Saintfield	<p><b>Agreed to note contents of this report and to approve the recommendations in Appendix 1 circulated for the erection of a bus shelter at Comber Street Saintfield and the relocation of a shelter at Downpatrick Street, Crossgar.</b></p> <p><b>** At the Council Meeting held on Monday 5 July 2021, in relation to NS/100/2021: Applications for bus shelters in Crossgar and Saintfield, it was agreed on the proposal of Councillor Andrews, seconded by Councillor Curran, to defer the decision in relation to the bus shelter at Crossgar and that officials take on board the points raised by Councillor Andrews in relation to the consultation process and also the points raised by the redevelopment at this stage and for other options and locations to be taken into account now.**</b></p>	K Scullion	<p><b>Both recommendations on hold pending:</b></p> <p><b>1 Consultation with HED for type of bus shelter for Saintfield as area is a Conservation Area.</b></p> <p><b>2. As per recommendation of Council Monthly Meeting noted in column.</b></p>	N

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NS/101/2021	Provision of restricted access litter bins	<p><b>Agreed to note the content of this report.</b></p> <p><b>It was also agreed officers email Councillors to ascertain what areas they would like the bins to be placed in and these requests would then be assessed and Councillors advised of the outcome in due course.</b></p>	P Whyte	<p><b>Paper being presented with locations at October NS Committee.</b></p> <p><b>Installation of bins to commence with immediate effect.</b></p>	<b>N</b>
NS/105/2021	The Low Road Newry (Abandonment Order)	<p><b>Agreed to mark this correspondence noted.</b></p> <p><b>Also agreed Mr L Dinsmore revert to Councillor Finnegan on the issue of any illegally dumped material at this location.</b></p>	L Dinsmore	<b>Completed</b>	<b>Y</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING</b> <b>WEDNESDAY 18 AUGUST 2021</b>					
NS/120/2021	Public Toilet Strategy Work Packages	<p><b>Agreed to</b></p> <p><b>Note contents of this report</b></p>	K Scullion	<b>In Progress</b>	



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		<p><b>To agree the recommendations as set out in section 2.2</b></p> <p><b>Agreed that the governance arrangements for the delivery of the Public Toilet Strategy would be via a Project Board and that a report be brought back to the September Committee Meeting on the establishment of such a Board; Membership and draft terms of reference.</b></p>		Officer meeting to be held on 19 <sup>th</sup> October to discuss way forward.	
NS/121/2021	Bus shelter requests	<p><b>Agreed to Note the content of the report.</b></p> <p><b>Approve erection of new Bus Shelter at Bridge Rd, Burren</b></p> <p><b>Approve the removal of old bus shelter at Corlat Rd, Whitecross</b></p> <p><b>Approve the replacement of existing bus shelter at Ardfreelin, Newry</b></p>	K Scullion	In Progress	
NS/122/2021	Christmas Illuminations and	<b>Agreed to note the content of this report and the Action Sheet</b>	K Scullion	In Progress	



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	Celebrations Group Meeting – 5 August 2021	<p><b>of the Christmas Illuminations Group Meeting held on 5 August 2021 and to approve the following recommendations set out in Section 2.3 and 2.5:-</b></p> <p><b>Subject to consultation with affected local community groups involved with this project, to replace the existing trees at Belleeks, Drumaroad, Newcastle &amp; Ballykinelar with either Carpinus betulus 'Fastigiata' or Pinus nigra trees.</b></p> <p><b>Agree to the replacement of the cut tree previously provided in Gargory for a sustainable Christmas tree in Leitrim.</b></p> <p><b>Also agreed that officials look again at the possibility of providing some type of Christmas illuminations on English Street, Downpatrick for this year and that discussions be held with local businesses to see if any compromise agreement</b></p>			

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		<b>can be reached. Officers bring back an options paper for consideration at the September Committee Meeting.</b>			
NS/123/2021	Update on tree strategy works	<p><b>Agreed to note the content of this report.</b></p> <p><b>Agreed Officers action the issues raised by Members and advise individual Members of the outcome:-</b></p> <ul style="list-style-type: none"> <li>• A request from Councillor Casey that several trees vandalised and uprooted on the Newry Canal towpath be replaced (Mr Ellis confirmed this would be done)</li> <li>• Officers to arrange to cut back an overgrown section of the towpath from O'Reilly's Lock and if necessary liaise with Rivers Agency in relation to this matter.</li> <li>• Need for additional bins where the two path splits past Carnbane.</li> </ul>	K Scullion	<p><b>Trees to be replaced in Autumn of 2022</b></p> <p><b>Officers in discussions with Rivers Agency.</b></p> <p><b>Under Review.</b></p>	<p>Y</p> <p>Y</p>

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		<ul style="list-style-type: none"> <li>Officers to look at a request to consider Donard Forest/Domain as part of a future work programme and advise Councillor Clarke of the up to date position.</li> <li>In response to Councillor McKee, Mr Ellis gave an explanation on tree felling at Kilbroney Park and the Narnia trail and future action to be taken.</li> <li>In response to Councillor Ruane, Mr Ellis to ensure broken and overhanging tree branches in Ring McIlroy Park, Warrenpoint, be dealt with as a matter of urgency.</li> </ul>		<p>Officers have been in contact with Councillor Clarke. Further research required.</p> <p>No action required</p> <p>Broken and overhanging limbs of tree removed.</p>	Y
NS/125/2021	Distribution of compostable food bags and food waste caddy bins	<b>Agreed approval of Option 1 for the distribution of compostable food waste bags and option 3 for the distribution of caddy bins</b>	S Murphy	In Progress	N

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		<b>Agreed to that Officers explore the feasibility of deploying brown bins to residents of high-rise buildings, who were not previously provided with these, and a report be brought back to the next Committee Meeting.</b>		Report to be presented at future committee meeting	N
NS/126/2021	Fleet replacement update	<b>Agreed to note the content of this report.</b>  <b>Agreed officers investigate the revenue potential of having advertisements on Council vehicles, similar to a scheme introduced by APSE and report back to Committee.</b>	S Murphy	Report to be presented at future committee meeting	N
NS/127/2021	Enforcement Improvement Plan	<b>Agreed to note the content of this report.</b>  <b>Agreed that officers prepare a report for the next Committee Meeting on options for future staffing levels to improve the enforcement service, including the possibility of supplementing the service with a contractor on</b>	S Murphy	Report to be presented at future committee meeting	N

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		<p><b>a short-term basis.</b></p> <p><b>Also agreed officers replace the existing signage with updated Newry, Mourne and Down signage, in relation to keeping dogs on a lead on Newry Towpath.</b></p>			
NS/129/2021	Distribution of compost for community groups	<b>Agreed to note the content of this report and that an update report would be provided at the September Committee Meeting.</b>	S Murphy	<b>Compost available to community groups as approved by members.</b>	<b>Y</b>
NS/133/2021	Business Case for the replacement of safety tiles with wet-pour surfacing in various Council play areas	<p><b>Agreed to:-</b></p> <p><b>Note the content of the report.</b></p> <p><b>Approve the findings of the Business Case presented. Accept Option 3 – Replacement of defective safety tiles with a Wet Pour surface to safety standards required for each of the 24 Play Parks under consideration over the financial years 2021/22 to 2022/23. Project to proceed subject to budget availability.</b></p>	K Scullion	<b>In Progress</b>	



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END					