

## **NEWRY, MOURNE AND DOWN DISTRICT COUNCIL**

**Minutes of Neighbourhood Services Committee Meeting held on Tuesday 15 December 2020 at 6.00pm in the Boardroom, District Council Offices, Monaghan Row, Newry and via MS Teams.**

**Chair:** Councillor O Magennis

**Deputy Chair:** Councillor T Andrews

**Members:**

Councillor C Casey	Councillor W Clarke
Councillor D Curran	Councillor A Finnegan
Councillor H McKee	Councillor D Murphy
Councillor K Owen	Councillor D Taylor

**Officials in Attendance:**

Mr J McBride, Director of Neighbourhood Services (Acting)  
Mr K Scullion, Assistant Director Facilities Management and Maintenance  
Mr J Parkes, Assistant Director, Waste Management  
Ms L O'Hare, Democratic Services Officer  
Ms C McAteer, Democratic Services Officer

### **NS/258/2020: APOLOGIES AND CHAIRPERSON'S REMARKS**

Apologies were received from Cllr. Mason, Cllr. Stokes and Cllr. McKeivitt.

### **NS/259/2020: DECLARATIONS OF "CONFLICTS OF INTEREST"**

No declarations of Conflicts of Interest were made.

### **NS/260/2020: ACTION SHEET OF THE NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON TUESDAY 17 NOVEMBER 2020**

Read: Action Sheet of the Neighbourhood Services Committee Meeting held on Tuesday 17 November 2020. ***(Circulated)***.

**AGREED:** **On the proposal of Councillor Andrews, seconded by Councillor Owen, it was agreed the Action Sheet of the Neighbourhood Services Committee Meeting held on Tuesday 17 November 2020 be noted and actions removed as marked.**

## **FACILITIES MANAGEMENT AND MAINTENANCE**

### **NS/261/2020: SALE OF DOUBLE PLOTS AT COUNCIL'S MUNICIPAL CEMETERIES, SUSPENDED AT ONSET OF COVID-19 PANDEMIC**

Read: Report dated 15 December 2020 from Mr K Scullion re: permitting sale of double plots at Council's Municipal Cemeteries, suspended at onset of Covid-19 pandemic. (*Circulated*).

**AGREED:** **On the proposal of Councillor Andrews, seconded by Councillor Casey, it was agreed to note the contents of this report and agree to rescind the amendment to Rule 5 of the Councils Rules and Regulations for the Control of the Public Cemeteries within Newry, Mourne and Down District, approved by the Council on 30<sup>th</sup> March 2020 to restrict sale of burial rights to single plots. This will permit the sale of double plots. Families affected by the restriction to be written to and offered the second burial plot beside the one they already have, where this remains available.**

### **WASTE MANAGEMENT**

**NS/262/2020: UPDATE ON ENFORCEMENT IMPROVEMENT PLAN – BENCHMARKING**

Read: Report dated 15 December 2020 from Mr J Parkes, re: update on Enforcement Improvement Plan - Benchmarking. (*Circulated*).

Members welcomed the update that the enforcement section now had their full compliment of staff in post and said a strong message must go out in relation to action being taken to deal with dog fouling, with more fixed penalty notices being issued and messages being relayed through social media and perhaps by having staff in parks and other areas of concern, to spread the message about encouraging responsible dog ownership. Reference was made to the need to implement further stages of the Council's Enforcement Improvement Plan

**AGREED:** **On the proposal of Councillor Clarke, seconded by Councillor Andrews, it was agreed to note the content of this report, with further information being provided as part of the Council's Enforcement Improvement Plan.**

**AGREED:** **At the request of Councillor McKee it was also agreed officers investigate if the Council owned car park at Ameracam Lane, Cranfield, was closed and provide an update to him.**

### **FOR NOTING**

**NS/263/2020: NIEA RE: LANDFILL ALLOWANCE (NI) REGULATIONS 2004 (AS AMENDED) 15<sup>TH</sup> SCHEME YEAR 2019-2020 – FINAL RECONCILIATION**

Read: Letter dated 26 November 2020 re: NIEA Landfill Allowance (NI) Regulations 2004 (As Amended) 15<sup>th</sup> Scheme Year 2019-2020 – Final Reconciliation. (*Circulated*).

**AGREED: It was agreed to mark this correspondence noted.**

**NS/264/2020: Arc21 JC MEMBERS MONTHLY BULLETIN – DECEMBER 2020**

Read: Arc21 JC Members Monthly Bulletin – December 2020. (*Circulated*).

**AGREED: It was agreed to mark this correspondence noted.**

**NS/265/2020: Arc21 JC MINUTES – 29 OCTOBER 2020**

Read: Arc21 JC Meeting Minutes held on Thursday 29 October 2020. (*Circulated*).

**AGREED: It was agreed to mark this correspondence noted.**

**NS/266/2020: HISTORIC ACTIONS TRACKING SHEET**

Read: Historic Actions Tracking Sheet (*Circulated*).

**AGREED: It was unanimously agreed the Historic Actions Tracking Sheet of the Neighbourhood Services Committee Meetings be noted and actions removed as marked.**

#### Issues raised

- Defective wall at Shimna River Newcastle – Mr Scullion advised Council were in negotiations with Rivers Agency as it was considered that works were going to be required within the river itself and that would require a consent from Rivers Agency. Subsequently the Council's own internal estate skills believed there was a solution to this which would not involve entering into the water course and that the solution could be achieved from works on the land itself and consent would not therefore be required. Officers were currently finalising their view on this which would be a lower cost option than having to work within the river itself and if that was the case then it was hoped to proceed with this in the early part of the new year.
- Christmas illuminations at Newcastle Harbour – Mr Scullion said it was agreed that illuminations be extended along the pier provided it was in agreement with the Commissioner of Irish Lights as there was a navigational aid at the end of the pier. However, their view was that this would not be the right thing

to do and so this was not proceeded with but there was still the lights along the Harbour.

- Replacement of up to 13 No. small vans for refuse collection – Mr Parkes advised as part of a recent Notice of Motion and the Fleet Transition Strategy, Officers were looking at alternative fuels from diesel and a report, more steered towards a greener fleet, would be brought back to Committee in January.
- Household recycling centres permit scheme for private operators – Mr Parkes advised officers were looking at a permit system for commercial customers in HRCs but COVID had closed sites down and whilst sites were now open and being maintained again it was on reduced opening hours with certain restrictions in place. Hopefully in the New Year this permit system would be moved forward. Councillor Clarke said that expressions of interest in such a permit system should be sought now to gauge demand.
- Public Convenience Strategy – Mr Scullion said the Strategy was currently out for consultation which would close on 12 February. The information would then be analysed and a report brought back to Committee for final approval.
- Public Convenience in Saintfield – Mr Scullion advised as agreed by Council, not all public conveniences were open as a result of the COVID pandemic with demands on staff resources and the need to maintain a very high standard of hygiene in facilities. He said the facility in Saintfield was currently not one which was opened but he understood repairs had been completed and the facility was ready for re-opening when this was agreed by Council.

## **EXEMPT INFORMATION ITEMS**

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

Items 10-14 are deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

**On the proposal of Councillor Andrews, seconded by Councillor Owen, it was agreed to exclude the public and press from the meeting during discussion on this item.**

**NS/267/2020: ARC21 JC MEETING MINUTES – THURSDAY 29 OCTOBER 2020**

Read: Arc21 In Committee Meeting Minutes held on Thursday 29 October 2020. *(Circulated)*.

**NS/268/2020: NEIGHBOURHOOD SERVICES DIRECTORATE  
PROCUREMENT ACTION PLAN UPDATE**

Read: Report dated 15 December 2020 from Mr J McBride providing an update on the implementation of the Neighbourhood Services Directorate Procurement Action Plan. *(Circulated)*.

**NS/269/2020: STRATEGIC WASTE MANAGEMENT ARRANGEMENTS**

Read: Report dated 15 December 2020 from Mr J McBride re: progress being made in relation to joint working between the Councils in relation to waste management and to seek permission to move to the next stage of the process. *(Circulated)*.

**NS/270/2020: BUSINESS CASE FOR PEST CONTROL SERVICES  
ACROSS COUNCIL FACILITIES**

Read: Report dated 15 December 2020 from Mr K Scullion re: business case for pest control services across Council facilities. *(Circulated)*.

**NS/271/2020: MAINTENANCE OF COUNCIL PUBLIC SPACE CCTV**

Read: Report dated 15 December 2020 from Mr K Scullion re: procurement of services for maintenance of the Council Public Space CCTV systems. *(Circulated)*.

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

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

Item 10 – Arc21 Joint Committee Meeting Minutes held on Thursday 29 October 2020

**AGREED: It was agreed to note the Arc21 Joint Committee Meeting Minutes held on Thursday 29 October 2020**

Item 11 – Report on Neighbourhood Services Directorate Procurement Action Plan Update

**AGREED: On the proposal of Councillor McKee, seconded by Councillor Murphy, it was agreed to approve the progress update report for the period 1 September – 30 November 2020.**

Item 12 – Strategic Waste Management Arrangements

**AGREED: On the proposal of Councillor Andrews, seconded by Councillor Casey, it was agreed to:-**

- **Move to the next stage of the process by agreeing to a Full Economic Appraisal being undertaken in respect of the top three options identified in the Strategic Investment Board (SIB) report; and**
- **Agree to this Council making a financial contribution of c.£3,600 towards the costs of the Full Economic Appraisal. The total cost of c.£39,600 to be shared equally amongst all eleven Councils.**

Item 13 – Business case for pest control services across Council facilities

**AGREED: On the proposal of Councillor Clarke, seconded by Councillor Andrews, it was agreed to accept the findings of the Business Case presented at Appendix 1 of this report. This would see the Council appoint, through a tender process or framework, a suitably competent pest control operator to provide both planned and reactive pest control service for all Council facilities over a three-year period or up to a maximum value of £90,000.**

**It was also agreed that the Director of Neighbourhood Services would speak to the Director of Active and Healthy Communities about the potential for the re-introduction of a pest control service for the public.**

Item 14 – Maintenance of Council Public Space CCTV

**AGREED: On the proposal of Councillor Clarke, seconded by Councillor Murphy, it was agreed to note the content of the report and approve the recommendations as detailed in Section 1.6 of the report.**

**It was also agreed to write to the Justice Minister at Stormont on assistance with the maintenance costs of Council public space CCTV.**

There being no further business the meeting ended at 7.30 pm.

For adoption at the Council Meeting to be held on Monday 4 January 2021.

**Signed: Councillor O Magennis  
Chairperson of Neighbourhood Services Committee**

**Signed: Mr J McBride  
Director of Neighbourhood Services (Acting)**