

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Neighbourhood Services Committee Meeting held on Wednesday 19 August 2020 at 6.00pm via Skype.

Chair: Councillor O Magennis

Deputy Chair: Councillor T Andrews

Members:

Councillor C Casey	Councillor W Clarke
Councillor D Curran	Councillor A Finnegan
Councillor G Malone	Councillor C Mason
Councillor D Murphy	Councillor H McKee
Councillor K McKeivitt	Councillor K Owen
Councillor H Reilly	Councillor D Taylor

Non-Committee Members:

Councillor G Hanna
Councillor W Walker
Councillor J Tinnelly
Councillor G O'Hare

Officials in Attendance:

Mr R Moore, Director of Neighbourhood Services
Mr K Scullion, Assistant Director Facilities Management and Maintenance
Mr J Parkes, Assistant Director, Waste Management
Mr J McBride, Assistant Director, Waste Management (Acting)
Ms S Taggart, Democratic Services Manager (Acting)
Ms C McAteer, Democratic Services Officer

NS/176/2020: APOLOGIES AND CHAIRPERSON'S REMARKS

An apology was received from Councillor Stokes.

NS/177/2020: DECLARATIONS OF "CONFLICTS OF INTEREST"

No declarations of Conflicts of Interest were made.

NS/178/2020: ACTION SHEET OF THE NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 17 JUNE 2020

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

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

Issues raised

- Mr Scullion confirmed the 12m high Christmas tree was intended for the events space in Kilkeel and he was not aware of any plans to provide a similar size tree for Newry.
- A tender had been issued for 145 pole mounted Christmas illuminations and these would replace some which were being used in various towns and villages throughout the District.
- Progress was being made on the procurement of PPE equipment and it was hoped this process would be finalised by the end of the year, dependent on officer time.

FOR CONSIDERATION AND/OR DECISION

**NS/179/2020: NOTICE OF MOTION –
DELIVERY OF SMALL BROWN FOOD WASTE BINS**

The following Notice of Motion came forward for consideration in the name of Councillor Owen, seconded by Councillor Hanna:-

“As the Council is promoting recycling as a key strategic objective, we need to commit to how this is delivered operationally. Distribution of small brown bins for food waste throughout Council area is an important part of achieving our objective by helping residents separate their waste. Under Covid19 restrictions normal practice of residents collecting these bins in person from Greenbank cannot occur at the moment, or in the near future. To ensure effective delivery of this service, Council staff should commit to delivery of these bins to local areas and work with local Councillors to support delivery of this service where practical. All bins distributed should be to a recorded address”.

Councillor Owen formally proposed the Motion, seconded by Councillor Hanna.

A number of Members spoke in support and raised the following issues:-

- One of the Council’s strategic aims was to increase recycling and the provision of small brown food waste bins and liners was essential in encouraging the public to sort different types of waste and improve their recycling.
- Suggesting that a supply of brown caddies could be given to individual Councillors who were in agreement to distributing these within communities, subject to them being distributed to a recorded address.

- Brown bin liners were currently being distributed through Household Recycling Centres and consideration needs to be given as to how these could be distributed further.
- Reference made to a previous Notice of Motion in relation to the distribution of caddy liners – the issues raised in both Motions needed to be considered together and options presented as a joint package.

Read: Report dated 19 August 2020 from Mr J McBride, regarding the Notice of Motion and recommending that the Committee agree to the Motion and that Officers undertake necessary research and report back to NS Committee presenting options and costs for consideration and approval. *(Circulated)*.

Agreed: **On the proposal of Councillor Andrews, seconded by Councillor Clarke, it was agreed to approve the above recommendation and also that officers look at options both for brown bin caddies and liners and report back to Committee.**

FACILITIES MANAGEMENT AND MAINTENANCE

NS/180/2020: REWILDING AND WILDFLOWER AREAS ACROSS THE NEWRY AND MOURNE DISTRICT COUNCIL ESTATE

Read: Report dated 19 August 2020 from Mr K Scullion re: progress update on work being undertaken by the Council's Grounds Maintenance Section to create rewilding/wildflower areas and tree planting schemes across the district. *(Circulated)*.

AGREED: **On the proposal of Councillor Mason, seconded by Councillor Clarke, it was agreed to note the above report.**

Issues raised:

- Mr Scullion arrange for the relevant officer to contact Councillor Mason regarding proposed site for wildflower area in Drumaness.
- Mr Scullion arrange for the relevant officer to contact Councillor Clarke regarding the possibility of Island Park Newcastle being included as a wildflower area.
- A request from Councillor Murphy that further opportunities being offered through Slieve Gullion DEA Meetings to discuss potential wildflower areas in Camlough and Bessbrook.
- The Camlough Road Roundabout and the Roundabout at Carnbane Gardens were maintained by Dfi – given limited resources Council would not be doing works on areas for which they had no responsibility.

- Condemnation of vandalism/theft of trees planted by the Council along Abbey Way, Newry.
- Mr Scullion arrange for the relevant officer to update Councillor Casey on the planting/replacement of cherry trees along the Canal walkway.
- Important that officials liaise with local people when planning wildflower areas – e.g Knockchree Avenue Kilkeel where the majority of people seemed content with the current grassed arrangement.
- The necessity for good horticultural advice in relation to tree management.

**NS/181/2020: CHRISTMAS ILLUMINATIONS/CELEBRATIONS GROUP
JULY 2020**

Read: Report dated 19 August 2020 from Mr K Scullion providing an opportunity to review the Actions Sheet (Appendix 1) from the Council's Christmas Illuminations and Celebrations Group Meeting which took place on the 28th July 2020 and to consider the recommendations from this meeting. (*Circulated*).

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

- **Note the contents of this report and the Action Sheet of the Christmas Illuminations Group Meeting held on 28th July 2020.**
- **If agreed by the Committee, Officers to report back to the Committee in September on the practicalities and costs to undertake proposed extensions to the Christmas illuminations displays in Rostrevor, Newcastle and Newtownhamilton.**
- **Agree to the replacement of the sustainable Christmas trees in Bessbrook, Dundrum and Crossgar.**
- **Endorse other actions detailed in the report of the Christmas Illuminations Group Meeting held on 28th July 2020.**

Issues raised:

- Mr Scullion arrange for the relevant officer to update the Mourne Councillors in relation to the placement of a Christmas tree in Annalong, following the recent Environmental Improvement Scheme.
- Officers to consider a request from Councillor Clarke that Christmas illuminations be provided in the Newcastle Harbour area.
- In response to a query from Councillor Finnegan regarding the placement of a sustainable Christmas tree in Crossmaglen this

year, Mr Scullion said he was confident this timeframe would be met but if there were any difficulties a cut tree would be provided.

WASTE MANAGMENT

NS/182/2020: UPDATE ON ENFORCEMENT IMPROVEMENT ACTION PLAN

Read: Report dated 19 August 2020 from Mr J McBride, providing an update on the status of the Enforcement Improvement Plan which the Committee approved at its meeting on the 19 June 2019. *(Circulated)*.

A detailed discussion followed during which Members raised issues in relation to the urgent need to take stronger action on the enforcement of dog fouling and littering to include the amending of legislation and increasing fines; the Councils Environmental Health and Neighbourhood Services Departments working more closely together on these issues; the need for improved signage warning against dog fouling and littering; naming and shaming offenders; the number of fixed penalty notices issued by the Council and an update on benchmarking with other Councils.

AGREED: It was agreed to note the above report.

AGREED: On the proposal of Councillor Taylor, seconded by Councillor Clarke, it was also unanimously agreed to write, at the earliest opportunity, to the Minister for Department of Agriculture, Environment and Rural Affairs (DAERA), to request the maximum amount payable under a Fixed Penalty Notice in respect of littering and dog fouling offences be increased from the current limit of £80 to £250; and that officers report to Members on the annual cost of District cleansing and enforcement in relation to littering and dog fouling offences, with a view to further proposals which may assist in achieving a 'polluter pays' principle for the District, including but not limited to the possibility of requesting devolving powers for setting Fixed Penalty rates to Councils.

It was also agreed to write to the other 10 Councils seeking their support for this proposal and asking that they also write to the Minister.

AGREED: It was agreed to table a report at the September Neighbourhood Services Meeting on the costs of cleansing and enforcement and in relation to dog fouling and littering offences based on the 2019 financial year figures

and table a report on the outcome of the benchmarking review with the other 10 Councils.

NS/183/2020: RECOVERY OF THE BULKY COLLECTION SERVICE

Read: Report dated 19 August 2020 from Mr J McBride giving an update on the recovery of the bulky collection service which was suspended in March 2020 due to the current COVID-19 pandemic. *(Circulated)*.

AGREED: On the proposal of Councillor Andrews, seconded by Councillor Casey, it was agreed to note the above report and that the service would be kept under constant review and enhanced at the earliest opportunity.

NS/184/2020: DAERA CONSULTATION

Read: Report dated 19 August 2020 from Mr J McBride advising The Department of Agriculture, Environment & Rural Affairs (DAERA) was seeking views on a public discussion document on the "Future Recycling and Separation of Waste of a Household Nature in Northern Ireland" (Appendix 1 *Abridged Version*). *(Circulated)*.

AGREED: On the proposal of Councillor Clarke, seconded by Councillor McKee, it was agreed to note the above report and agree that Waste Management would start collating a reply on behalf of Council and prepare draft for NS Committee in September.

At the request of Councillor Clarke it was agreed Officers consider holding a Workshop to brief Members on this document, following on from a NILGA Workshop which was being held on 27th August 2020.

NS/185/2020: HRCs RE-OPENING PLAN UPDATE

Read: Report dated 19 August 2020 from Mr J McBride providing an update to the Committee on the re-opening of the Council's Household Recycling Centres (HRCs), in accordance with the relaxation of social distancing measures by the NI Executive and resource availability. *(Circulated)*.

Issues raised

- A number of Members expressed their disappointment and concern that there were still no plans for Saturday opening at some of the HRCs. In their view this disenfranchised residents who were

unable to go to the sites during the working week – a suggestion that HRCs be closed one day in the earlier part of the week and open on Saturdays.

- Issues with bin collections being missed and a request that officers liaise with DfI to ensure contractors carrying out roadworks would try to be as accommodating as possible to allow bin lorries access.
- Any proposed changes to operating hours/days needed to be well marketed so that the public were aware of them e.g. changes to the Crossmaglen HRC operating times.
- Crotlieve Councillors expressed their concerns that there was no date for the re-opening of Hilltown Civic Amenity Site.
- The need for clear signage at the Warrenpoint HRC which accurately reflected the opening and closing times.

Mr Moore and Mr McBride responded to the issues raised by Members and said officials were continuing to review plans to recover the service and move back to normal operations but this was dependent on managing COVID 19 related risks and the continuing availability of staff resources.

Mr Moore gave an assurance that officers were working hard to put arrangements in place to re-open the facility at Hilltown and there were no plans to permanently close the site.

AGREED: **It was unanimously agreed to note the update in relation to the next phase of the re-opening of the Council's Household Recycling Centres (HRCs).**

FOR NOTING

**NS/186/2020: Arc21 MEMBERS MONTHLY BULLETIN
JUNE 2020**

Read: Arc21 Members' Monthly Bulletins for June 2020. *(Circulated)*.

AGREED: **It was unanimously agreed to note the above Bulletin.**

**NS/187/2020: Arc21 MEMBERS MONTHLY BULLETIN
JULY 2020**

Read: Arc21 Members' Monthly Bulletins for July 2020. *(Circulated)*.

AGREED: **It was unanimously agreed to note the above Bulletin.**

NS/188/2020: Arc21 CORPORATE PLAN 2020-24

Read: Arc21 Corporate Plan 2020-24. *(Circulated)*.

AGREED: It was unanimously agreed to note the above Corporate Plan.

NS/189/2020: **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.

AGREED: At the request of Councillor Clarke it was agreed Mr Scullion investigate the current position in relation to the access to the beach at Glen River car park, Newcastle and advise him of the outcome.

EXEMPT INFORMATION ITEMS

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

Items 15, 16, 17, 18, 19, 20, 21, and 22 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 Mason, it was agreed to exclude the public and press from the meeting during discussion on these items.

NS/190/2020: **RECYCLING OF MATTRESSES**

Read: Report dated 19 August 2020 from Mr J McBride re: mattress recycling. (*Circulated*).

NS/191/2020: **BUSINESS CASE FOR USE OF A SUITABLE FUEL SUPPLY FRAMEWORK TO SUPPORT THE USE OF A FUEL CARD**

Read: Report dated 19 August 2020 from Mr J McBride re: Business Case for the use of a suitable fuel supply framework to support the use of fuel cards. (*Circulated*).

NS/192/2020: BUSINESS CASE FOR THE SUPPLY AND DELIVERY OF BIOMASS WOOD PELLETS

Read: Report dated 19 August 2020 from Mr K Scullion re: Business Case for the supply and delivery of biomass wood pellets. *(Circulated)*.

NS/193/2020: BUSINESS CASE FOR THE ANNUAL SERVICING AND MAINTENANCE OF FIRE FIGHTING EQUIPMENT IN COUNCIL BUILDINGS

Read: Report dated 19 August 2020 from Mr K Scullion re: Business Case for the annual servicing and maintenance of fire-fighting equipment in Council Buildings. *(Circulated)*.

NS/194/2020: NEIGHBOURHOOD SERVICES PROCUREMENT ACTION PLAN

Read: Report dated 19 August 2020 from Mr R Moore re: procurement action plan to address contract and procurement issues within the Neighbourhood Services Directorate. *(Circulated)*.

NS/195/2020: RESIDUAL WASTE TREATMENT PROJECT ("THE PROJECT") BRIEFING PAPER ON NOARC21 QUERIES

Read: Briefing Paper on the Residual Waste Treatment Project ("The Project") NoARC21 Queries. *(Circulated)*.

NS/196/2020: ARC21 JC SCHEDULE BRIEFING

Read: Arc21 JC Schedule Briefing. *(Circulated)*.

NS/197/2020: ARC21 JC – VIRTUAL MEETING

Read: Minutes of ARC21 Joint Committee Virtual Meeting held on 30 July 2020. *(Circulated)*.

Councillor Owen proposed and Councillor Murphy seconded to come out of closed session.

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

Item 15 – Recycling of Mattresses

AGREED: On the proposal of Councillor Andrews, seconded by Councillor Owen, it was agreed to note the content of the report and agree to the recommendations contained at 2.3

and 2.4 of the report in relation to the recycling of mattresses.

Item 16 – Business case for the use of a suitable fuel supply framework to support the use of fuel cards

AGREED: On the proposal of Councillor Clarke, seconded by Councillor Murphy, it was agreed to note the content of the report and approve the business case for the use of a suitable fuel supply framework to support the use of fuel cards across the entire District.

Item 17 – Business Case for the supply and delivery of biomass wood pellets

AGREED: On the proposal of Councillor Reilly, seconded by Councillor Clarke, it was agreed to note the content of the report and associated Business Case and accept the conclusion of the Business Case to proceed to Tender for a Biomass Wood Pellet Supplier for an initial 12-month contract with a view to extending to 24 months.

Item 18 – Business Case for Annual Servicing and Maintenance of Fire Fighting equipment in Council Buildings

AGREED: On the proposal of Councillor Andrews, seconded by Councillor McKeivitt, it was agreed to note the content of the report and associated Business Case and accept the conclusion of the Business Case to see the appointment, through a tender process, of a competent contractor to inspect, maintain and testing of all Fire Fighting Equipment in Buildings in the Council's asset register.

Item 19 – Neighbourhood Services Procurement Action Plan

AGREED: On the proposal of Councillor Murphy, seconded by Councillor Andrews, it was agreed to note that services will continue "out of contract" until new contracts are awarded and also to approve the recommended Neighbourhood Services Directorate procurement action plan.

It was also agreed a quarterly update on the Plan would be provided to Committee.

Item 20 – Residual Waste Treatment Project (“The Project”) Briefing Paper on NoARC21 queries

AGREED: On the proposal of Councillor McKee, seconded by Councillor Clarke, it was agreed to note the briefing paper on Residual Waste Treatment Project (“the Project”) on NOARC21 Queries and that the Paper be circulated to all Councillors for their information.

Item 21 – ARC21 Joint Committee Schedule Briefing

AGREED: On the proposal of Councillor Owen, seconded by Councillor McKee, it was agreed to note the ARC21 Joint Committee Schedule Briefing dated 25 June 2020.

Item 22 – ARC21 JC – Virtual Meeting

AGREED: On the proposal of Councillor Owen, seconded by Councillor McKee, it was agreed to note the ARC21 Briefing Papers of the Virtual Meeting held on Thursday 30 July 2020.

There being no further business the meeting ended at 8.30pm.

Signed: Councillor O Magennis
Chairperson of Neighbourhood Services Committee

Signed: Mr R Moore
Director of Neighbourhood Services