

September 17th, 2021

**Notice Of Meeting**

You are invited to attend the Neighbourhood Services Committee Meeting to be held on **Tuesday, 21st September 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 and Chairperson's remarks.**

**2.0 Declarations of “Conflict of Interest”.**

**3.0 Action Sheet of the Neighbourhood Services Committee Meeting held on 18 August 2021 (Attached)**

 *NS Committee Action Sheet - 18 August 2021.pdf*

*Page 1*

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## *Facilities Management and Maintenance*

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**4.0 Translink Proposed Programme for Bus Shelters in Council Area. (Attached).**

 *Report - Translink Proposed Programme for Bus Shelters in Council Area.pdf*

*Page 9*

 *Copy of Appendix 1 - Translink New Bus Shelters list NMDDC Council area.pdf*

*Page 13*

 *Appendix 2 - Report Update on Translink program for installing bus shelters in Council area.pdf*

*Page 15*

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## *Waste Management*

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**5.0 Update report on availability of compost from brown bin collections. (Attached)**

 *NS - Distribution of Compost - 15-09-21.pdf*

*Page 17*

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**6.0 Power washing schedule. (Attached).**

 *Report - Schedule for deep cleansing of paved surfaces - 15 09 21.pdf*

*Page 21*

**7.0 Review of District Cleansing. (Attached).**

 *Report - Review of District Cleansing Services 22 09 21.pdf*


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## *Exempt Information Items*




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**8.0 Arc21 Joint Committee Meeting Minutes held on Thursday 24 June 2021. (Attached)**

 *EXEMPT ARC21 - JC059-26Aug21-Item8-JC InCommMinutes.F.pdf*

*Not included*

## 9.0 Update on Neighbourhood Services Procurement Action Plan. (To follow).

 9 - EXEMPT -Report re Procurement Action Plan Update 21 09 21.pdf	Not included
 9 - EXEMPT - Procurement Action Plan Update - Appendix I FM&M.pdf	Not included
 9 - EXEMPT - Procurement Action Plan Update 09 21 - Appendix II WMG.pdf	Not included

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### For Noting

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## 10.0 Arc21 Joint Committee Minutes held on Thursday 24 June 2021. (Attached).

 ARC21 JC059-26Aug21-Item3-JC Minutes.F.pdf	Page 26
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## 11.0 Arc21 Joint Committee Members' Monthly Bulletin held on 26 August. (Attached).

 ARC21 JC059-26Aug21-JC MembersBulletin.F.pdf	Page 31
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## 12.0 Provisional Northern Ireland Local Authority Collected Municipal Waste Management Statistics, January to March 2021. (Attached).

- Waste collection by NI Councils January to March 2021
- NI Local Authority Collected Municipal Waste Management Statistics
- Data Tables

 Waste Collections by NI Councils Jan-March 21.pdf	Page 36
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 NI Local Authority Collected Municipal WM Statistics.pdf	Page 37
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 NS - lac-municipal-waste-q4-2020-21-data-tables.pdf	Page 53
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## 13.0 Historical Action Sheet. (Attached)

 NS Historic Actions Tracker Sheet (updated August 2021).pdf	Page 54
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# Invitees

Cllr Terry Andrews

Mr Alan Beggs

Ms Kate Bingham

Cllr Patrick Brown

Cllr Robert Burgess

Cllr Pete Byrne

Mr Gerard 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

Miss Veronica Keegan

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  
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Sinead Murphy  
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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 WEDNESDAY 18 AUGUST 2021**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/094/2021	Monthly Action Sheet	Noted and actions removed as marked.	DSO	Completed	N
<b>FOR CONSIDERATION/DECISION</b>					
NS/119/2021	Neighbourhood Services Operational Update	<p><b>Agreed to note the content of this update report.</b></p> <p><b>Also agreed a schedule of deep cleansing in the major towns and villages throughout the District be presented to Members at the next Committee Meeting for their information.</b></p>	J McBride	NS Committee Item (Sept 21)	Y
<b>FACILITIES MANAGEMENT AND MAINTENANCE</b>					
NS/120/2021	Public Toilet Strategy Work Packages	<p><b>Agreed to</b></p> <p><b>Note contents of this report</b></p> <p><b>To agree the recommendations as set out in section 2.2</b></p>	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<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>			
NS/121/2021	Bus shelter requests	<b>Agreed to Note the content of the report.</b>  <b>Approve erection of new Bus Shelter at Bridge Rd, Burren</b>  <b>Approve the removal of old bus shelter at Corlat Rd, Whitecross</b>  <b>Approve the replacement of existing bus shelter at Ardfreelin, Newry</b>	K Scullion	In Progress	N
NS/122/2021	Christmas Illuminations and Celebrations Group Meeting – 5 August 2021	<b>Agreed to note the content of this report and the Action Sheet of the Christmas Illuminations Group Meeting held on 5 August 2021 and to</b>	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p><b>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 can be reached. Officers bring back an options paper for consideration at the September</b></p>			

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>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> <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> </ul>	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> <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>			
NS/124/2021	All Ireland Pollinator Plan	<b>Agreed to note the content of this report and that Newry, Mourne and Down District Council register as a supporter of the All-Ireland Pollinator Plan.</b>	K Scullion	<b>Complete</b>	<b>Y</b>
		<b>WASTE MANAGEMENT</b>			
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>  <b>Agreed to that Officers explore the feasibility of deploying brown bins to</b>	S Murphy	<b>In Progress</b>  <b>Report to be presented at</b>	<b>N</b>  <b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>residents of high-rise buildings, who were not previously provided with these, and a report be brought back to the next Committee Meeting.</b>		future committee meeting	
NS/126/2021	Fleet replacement update	<p><b>Agreed to note the content of this report.</b></p> <p><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></p>	S Murphy	Report to be presented at future committee meeting	N
NS/127/2021	Enforcement Improvement Plan	<p><b>Agreed to note the content of this report.</b></p> <p><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 a short-term basis.</b></p> <p><b>Also agreed officers replace the</b></p>	S Murphy	Report to be presented at future committee meeting	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>existing signage with updated Newry, Mourne and Down signage, in relation to keeping dogs on a lead on Newry Towpath.</b>			
NS/128/2021	Circular Economy Strategic Framework – Call for Evidence	<b>Agreed to note the contents of the response provided in Appendix 1.</b>	S Murphy	Complete	Y
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	Report to be presented at September committee	N
FOR NOTING					
NS/130/2021	Arc21 JC Minutes – 27 May 2021	<b>It was agreed to mark this correspondence noted.</b>		Noted	Y
NS/131/2021	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>	DSO	Complete	Y
IN CLOSED SESSION					



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/132/2021	Arc21 In Committee Joint Committee Meeting Minutes – 27 May 2021	<b>It was agreed to mark this correspondence noted.</b>		Noted	Y
NS/133/2021	Business Case for the replacement of safety tiles with wet-pour surfacing in various Council play areas	<b>Agreed to:-</b>  <b>Note the content of the report.</b>  <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>	K Scullion	In Progress	N
<b>END</b>					

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 <sup>st</sup> September 2021
<b>Subject:</b>	Translink Proposed Programme for Bus Shelters in Council Area
<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 update the Committee with recent communication received from Translink concerning their proposed programme of bus shelter provision in this Council area.
1.2	<p>At the Neighbourhood Services Committee in August 2021 a report was provided concerning Council bus shelters requests including a proposal to install a new bus shelter at Bridge Road, Burren, close to the Community Centre.</p> <p>This application was further discussed at the Council Monthly Meeting in September 2021 where the following was recorded in the Minute of the meeting.</p> <p><b><i>"In welcoming the recommendations Councillor McAteer asked that officers liaise with the Translink Project Manager, Mr Jonathon Elliott, to deliver the bus shelter at Bridge Road, Burren, as soon as possible. Mr McBride advised an update would be provided at the next Neighbourhood Services Committee Meeting".</i></b></p> <p>This report is provided as an update to this minute.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p>As requested contact was made with Translink.</p> <p>Translink has provided a list of sites within this Council area that they are considering the installation of new bus shelters (see Appendix 1 attached). This list is broadly in agreement with Council's understanding of their position. The issue has been confirmation from Translink that the work will proceed and to obtain a time frame for this.</p> <p>Translink was contacted following the September 2021 Council Monthly Council and they advised that their bus shelter contractor had undertaken site inspections of the listed sites</p>

	<p>in Appendix 1 and confirmed that a new bus shelter may be possible at these locations. They further stated that the process of submitting an Economic Appraisal for the installation of many new bus shelters throughout N. Ireland is underway. The Economic Appraisal is due to be submitted in October/November 2021.</p> <p>If funding is approved by the Department for Infrastructure, Translink will then be able to confirm project timeframes and delivery in relation to the specific request, which would be subject to planning approvals and consultation with key stakeholders (including Road Service and PSNI).</p>
2.2	At the RTS Committee in August 2018 an update report on Translink's program for installation of bus shelters in Council area was provided. The information provided in that report is broadly similar to that described above – see attached as Appendix 2.
2.3	<p>The Council has now appointed a contractor to deliver bus shelters for the current available capital budget of £30,000. Orders have been placed for the procurement of bus shelters for Hilltown (1 number) and Newry (1 number) which were agreed at this Committee last month. Both these proposed bus shelters are not within the list provided at Appendix 1 by Translink and so there is no issue with proceeding with these.</p> <p>However, it will be noted that the proposed bus shelter for Burren is on the Translink list. The Council has agreed to proceed with the installation of this bus shelter but has also asked that Officers liaise with Translink on this. This liaison has indicated that although there is a commitment from Translink to include this bus shelter in Burren as part of their program, this is subject to approval of their Economic Appraisal, availability of funding and obtaining planning permission. Should it proceed then it will be after the end of 2021.</p> <p>There are clear advantages in allowing Translink to install their own bus shelters; there is no capital cost to the Council, there is no ongoing revenue cost to the Council and in the instance of the bus shelter in Burren, it is likely that the structure installed by Translink would be a superior structure to that currently proposed by Council (likely to include side panels and a seat). The advantage of proceeding at this stage with Council installation is that the shelter will be in place in a much shorter time frame.</p>
2.4	<p>In terms of moving forward the Committee is asked to consider two options and to approve option 2.</p> <p>Option 1 – Proceed to install a bus shelter in Burren as agreed at the NS Committee in August 2021.</p> <p>Option 2 – 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 are deemed to making limited progress in providing the shelter in Burren.</p>
<b>3.0</b>	<b>Recommendation</b>
3.1	Committee approve option 2 – 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 are deemed to making limited progress in providing the bus shelter in Burren.

<b>4.0</b>	<b>Resource implications</b>
4.1	<p>Should Council proceed with installation of a bus shelter in Burren, this will be funded through the Council's Capital Budget for Bus Shelters which currently has a budget of £30,000.</p> <p>There is current budget to complete this project within the Capital Budget.</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>
<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>
<b>7.0</b>	<b>Appendices</b>
	<p>Appendix 1 – Translink’s Proposed Bus Shelter list for NM&amp;DDC</p> <p>Appendix 2 – RTS Committee Report August 2018</p>
<b>8.0</b>	<p><b>Background Documents</b></p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <li><i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></li> <li><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></li> </ul> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

Appendix 1

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**Translink - Shelter Works Phase 2 - Proposed New Bus Shelter L**

<b>No</b>	<b>Location</b>	<b>Council Area/Town</b>	<b>Shelters</b>
<b>#REF!</b>	Glassdrumman Road, Annalong– new bus shelter (x2)	Annalong	2
<b>#REF!</b>	Longstone Road Ballymartin (Annalong Road @ Stewarts Road, Ballymartin)	Newry	1
<b>#REF!</b>	Annacloy Between Orchard Grove and Pub	Downpatrick	1
<b>#REF!</b>	Annsborough Village Mill Hill Road	Castlewellan	1
<b>#REF!</b>	66 Ballyhornan Road beside public house	Downpatrick	1
<b>#REF!</b>	Strangdord Road	Ardglass	1
<b>#REF!</b>	Junction at carnary Road and Bava Road	Mayobridge	1
<b>#REF!</b>	Ballyculter Xrds	Strangford	1
<b>#REF!</b>	Dromintee with junction of Finnegans Road	Newry	1
<b>#REF!</b>	A22 Toye	Downpatrick	1
<b>#REF!</b>	Burren Community Group, Bridge Street	Newry	1
<b>#REF!</b>	castlewellan road, Hilltown - the bootom of spelga park	Newry	1

Flagged Stop	Existing Shelter]	Physically Viability	Advertising
TBC	No	Possible	No/Yes
Yes	No	Possible	No
Yes	No	Possible	No
Yes	No	Possible	No
TBC	No	Possible	No
TBC	No	Possible	No
No	No	Possible	No
TBC	No	Possible	No
No	No	Possible	No
TBC	No	Possible	No
Yes	No	Possible	No
Yes	No	Possible	Maybe



<b>Report to:</b>	Regulatory & Technical Services Committee
<b>Date of Meeting:</b>	22 <sup>nd</sup> August 2018
<b>Subject:</b>	Update Report on Translink's program for installation of bus shelters in Council area
<b>Reporting Officer (Including Job Title):</b>	Roland Moore, Director of Neighbourhood Services (Acting)
<b>Contact Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management & Maintenance

<b>Decisions required:</b>	
To note the contents of the report:	
<ul style="list-style-type: none"> <li><b>Provision of bus shelters by Translink</b></li> </ul>	
<b>1.0</b>	<b>Purpose and Background:</b>
1.1	<p>The Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the Department of Regional Development, to erect and maintain on any road within the district, shelters for the protection from weather of persons waiting to enter public service vehicles.</p> <p>At its Monthly Meeting held on 7<sup>th</sup> September 2015 the Council agreed a policy and set of procedures to be used to address requests for the erection and removal of bus shelters in the Council area.</p> <p>Translink also provide bus shelters and they too have a policy for considering requests. This Committee has previously agreed that requests received by Council should be raised with Translink to determine if the request would meet their criteria and if they would agree to provide and maintain the requested shelter.</p> <p>Officers now consult with Translink concerning requests received. At this Committee meeting in January 2018 it was reported that Translink had confirmed that five such requests had met their initial assessment criteria and would progress to the next stage of their process. The sites were:</p> <ol style="list-style-type: none"> <li>1. Killough Road, opposite caravan park (38).</li> <li>2. Hilltown (opposite Spelga Park) (33).</li> <li>3. Glassdrumman Road, Annalong, (Halfway House stop, Newcastle direction) (36).</li> <li>4. Bryansford Road, Newcastle, (St Johns St Marys stop) (49).</li> <li>5. Glassdrumman Road, Annalong, (Mullartown Heights stop - Kilkeel direction) (47).</li> </ol> <p>Officers have recently contacted Translink for an update on progress with these applications and have been advised that Translink do not do not currently have funding for the replacement nor installation of bus shelters. Translink state that they are in the process of drafting an economic appraisal for submission to DfI for</p>



## Appendix 2

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	<p>the installation, relocation and refurbishment of a number of bus shelters over a 3-year project.</p> <p>At this stage Translink are not in the position to confirm timeframes for the submission of this economic appraisal and indeed whether funding will eventually be made available from DfI, given the current economic climate.</p> <p>They confirm that all requests for new bus shelters are currently being recorded and Translink's Technical Team are helping to prioritise these requests in terms of operational demands and associated performance criteria. Translink currently have in excess of 200 new shelter requests. They advise that when/if funding becomes available the highest priority sites will be considered for implementation. The number in brackets after each of the five applications above are an indication of their individual rating as a priority, the lower the number the higher the priority.</p> <p>Translink also confirmed that the bus shelter requests put forward by this Council have been recorded and are being assessed.</p>
<b>2.0</b>	<b>Key issues:</b>
2.1	<ul style="list-style-type: none"> <li>• Translink has been consulted on requests for bus shelters received by Council and have confirmed a number that they propose to consider for installation subject to funding being made available.</li> <li>• They are unable at this time to provide a timeframe for when such funding will become available or when any such bus shelters will be installed.</li> </ul>
<b>3.0</b>	<b>Recommendations:</b>
3.1	For noting.
<b>4.0</b>	<b>Resource implications</b>
4.1	None at present
<b>5.0</b>	<b>Equality and good relations implications:</b>
5.1	It is not anticipated that the proposal will have an adverse impact upon equality of opportunity and good relations.
<b>6.0</b>	<b>Rural Proofing implications</b>
6.1	Due regard to rural needs has been considered and it is not anticipated that the proposal will have any adverse impact upon equality of opportunity and good relations.
<b>7.0</b>	<b>Appendices</b>
	None

<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	21 September 2021
<b>Subject:</b>	Availability of compost from Brown bin collections
<b>Reporting Officer:</b>	Sinead Murphy, Assistant Director Waste Management (Acting)
<b>Contact Officers:</b>	Liam Dinsmore, Head of Waste Processing and Enforcement

		<b>For Decision</b>		<b>For Noting Only</b>	<b>X</b>
<b>1.0</b>	<b>Purpose &amp; Background</b>				
1.1	The purpose of this report is to inform committee on the availability of compost from brown bin collections to community and environmental groups, as agreed to be tabled at the September Meeting of the Neighbourhood Services Committee				
<b>2.0</b>	<b>Key Issues</b>				
2.1	<u>Compost Week</u>  arc21, through their steering group meeting, co-ordinate the distribution of compost during compost week. Each council makes a decision on whether to buy bagged or loose compost for distribution during Compost Week. Council may also carry out associated arc21 publicity. While, it is noted that due to the Covid-19 pandemic this has not progressed over the last two years, however, it is intended to run in May 2022.				
2.2	Compost Week 2021 was tabled for discussion at the August arc21 steering group meeting with a view to exploring the feasibility of a joint approach to the distribution of compost through arc21. However, this item was postponed to the September meeting.				
2.3	A further report will be provided at a future committee meeting to update on options for compost week.				
2.4	<u>General supply of Compost</u>  Waste management currently holds approximately 300 bags of compost, donated by our recycling partner, that will be made available to Local Community Groups that are delivering community growing/planting initiatives across the District. Requests from interested groups should be made to <a href="mailto:recycling@nmandd.org">recycling@nmandd.org</a>				
2.5	<u>Future arrangements</u>  Once this supply has been exhausted, Council will have the opportunity to order compost for local projects as identified in the following three options.				

	<p><b>Option 1:</b> <u>Specific Request from a Local Community Group who may be undertaking a local scheme (Project)</u></p> <ul style="list-style-type: none"> <li>• Requests detailing what the Project is and the benefit to the local community are to be submitted to Head of Waste Processing and Enforcement,</li> <li>• Head of Waste Processing and Enforcement consult with compost supplier regarding the supply of compost for the project and seek their assistance, prices. Orders to be placed through arc21.</li> <li>• The Community group will be contacted regarding publicising their event.</li> <li>• <b>COST:</b> Loose compost is free of charge; bagged compost has a charge to cover the cost of bag and a delivery charge will be applied.</li> </ul> <p><b>Options 2 and 3</b> <u>Requests from Multiple Community Groups across the District</u></p> <p><b>Option 2: Loose Compost</b></p> <ul style="list-style-type: none"> <li>• Available by load and/or tote bag (1 tonne)</li> <li>• <b>COST:</b> Delivery charge only (estimated at £25 per pallet)</li> <li>• Delivery charge can be shared between interested groups</li> </ul> <p><b>Option 3: Individual bags of compost</b> (15-20 kgs)</p> <ul style="list-style-type: none"> <li>• 60 bags delivered on a single pallet.</li> <li>• Cost anticipated £1 per bag (currently £60 per pallet) Note: cost may rise if plastic packaging prices rise.</li> <li>• Delivery charge extra, estimated at £25 per pallet.</li> </ul> <p>All orders will be communicated to the arc21 Offices and will be <u>subject to payment</u>.</p>
2.5	A further report will be provided at a future committee meeting to update on options for future delivery of compost once existing supplies are exhausted.
3.0	<b>Recommendations</b>
3.1	<p>Members are asked to</p> <ol style="list-style-type: none"> <li><b>1. Note and approve the contents of this report</b></li> <li><b>2. Note an update report on Compost week will be provided at a future meeting of the NS Committee</b></li> <li><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></li> <li><b>4. Note an update report on future delivery of compost will be provided at a future meeting of the NS Committee</b></li> </ol>
4.0	<b><u>Resource Implications</u></b>
4.1	May be potential resource implications associated with future arrangements.

5.0	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>	
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>	
	It is not anticipated the report will have an adverse impact upon equality of opportunity or good relations	<input checked="" type="checkbox"/>
5.2	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b>	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<b><i>Proposal initiating consultation</i></b>	
	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"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<i>Rationale:</i>	
6.0	<b>Due regard to Rural Needs (please tick all that apply)</b>	
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	



	Rural Needs Impact Assessment completed	<input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>	
7.1	None	
<b>8.0</b>	<b>Background Documents</b>	
8.1	<p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <li><i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></li> <li><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></li> </ul> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>	

<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	21 September 2021
<b>Subject:</b>	Schedule of Deep Cleansing of Paved Surfaces in Public Realm Areas
<b>Reporting Officer:</b>	Sinead Murphy, Assistant Director Waste Management (Acting)
<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			The purpose of this report is to provide the Committee with an update on the schedule of deep cleansing of paved surfaces in public realm areas within the District.
1.2			<p>Following business case approval by Committee in March 2021 and subsequent procurement exercise, a contractor has been appointed. The contractor has carried out deep cleaning in the following high profile realm areas:</p> <ul style="list-style-type: none"> <li>• Newcastle</li> <li>• Downpatrick</li> <li>• Warrenpoint</li> <li>• Newry</li> </ul>
<b>2.0</b>			<b>Key Issues</b>
2.1			<p>The contractor has completed cleansing in the</p> <ul style="list-style-type: none"> <li>• Newcastle</li> <li>• Downpatrick</li> <li>• Warrenpoint</li> </ul> <p>Cleansing in Newry will begin on week commencing 20 September 2021.</p>
2.2			It is intended to progress with deep cleansing of paved surfaces in the remaining public realm areas of Kilkeel and Ballynahinch, as well as Crossmaglen.
2.3			Officers are reviewing the potential to extend the schedule of deep cleansing of paved surfaces to other areas within the District, subject to identifying additional funding to support this exercise.
<b>3.0</b>			<b>Recommendations</b>
3.1			<p>Members are asked to:</p> <ul style="list-style-type: none"> <li>• <b>Approve the schedule as set out in sections 2.1 and 2.2 of this report</b></li> </ul>
<b>4.0</b>			<b>Resource Implications</b>
4.1			The existing budget is insufficient to fully support the planned schedule. However, a bid for additional funding to complete the planned schedule has been made to DAERA's Covid-19 fund. It is also the intention to make a submission for further funding to the Council's Covid revitalisation fund. Subject to a successful application being made a further update will be

	brought back to this committee advising of any the additional settlements to be included within this schedule.	
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>	
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>	
	It is not anticipated the report will have an adverse impact upon equality of opportunity or good relations	<input checked="" type="checkbox"/>
5.2	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please complete the following:	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<b><i>Proposal initiating consultation</i></b> 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"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<i>Rationale:</i>	
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>	
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please complete the following:	
	Rural Needs Impact Assessment completed	<input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>	
	None	
<b>8.0</b>	<b>Background Documents</b>	
	None	

Restricted



<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	21 September 2021
<b>Subject:</b>	Review of District Cleansing
<b>Reporting Officer:</b>	Sinead Murphy, Assistant Director: Waste Management (Acting)
<b>Contact Officers:</b>	Sinead Murphy, Assistant Director: Waste Management (Acting) Peter Whyte, Head of Refuse & Cleansing

For Decision		For Noting Only		X
1.0	<b>Purpose &amp; Background</b>			
1.1	The purpose of this report is to seek approval from the Committee to a proposal to organise an Elected Member workshop as part of the initiation of a Review of District Cleansing.			
2.0	<b>Key Issues</b>			
	<u>District Cleansing</u>			
2.1	Recognising the potential significance of the review, Officials are seeking a workshop with Members to prioritise the key issues and to agree a way forward. It is further proposed to invite all forty-one (41) Elected Members to this workshop. A provisional date / time of 2.00pm on Monday, 1 November 2021 (before the Full Council meeting) has been provisionally set-a-side for the purposes of hosting the workshop.			
2.2	Any report, including the recommendations, from the workshop will be tabled at the scheduled Neighbourhood Services Committee in December 2020 for further Member scrutiny and consideration. Further details in relation to the format and structure of the proposed workshop will be issued in due course.			
3.0	<b><u>Recommendations</u></b>			
3.1	Member are asked to consider and agree to:  ▪ <b>an Elected Member workshop being organised as part of the initiation of a Review of District Cleansing. Scheduled for 2.00pm on Monday, 1 November 2021.</b>			
4.0	<b>Resource Implications</b>			
4.1	There will be significant resourcing implications for Members to consider arising from the completion of this review; however, these will be explored with Members at the proposed workshop in November 2021 and are subject to Member consensus on the way forward.			
5.0	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>			
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>			

	<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>
7.1	<p>N/A</p>
8.0	<p><b>Background Documents</b></p>
8.1	<p>N/A</p>

**ITEM 3**  
**ARC21 JOINT COMMITTEE**  
**Meeting No 058**  
**MINUTES**  
**Thursday 24 June 2021**

**Members Present:**

Councillor M Goodman  
 Councillor A Bennington  
 Councillor R Kinnear  
 Alderman R Gibson (*Chair*)  
 Councillor A McDowell  
 Councillor F Ferguson  
 Alderman D Drysdale  
 Councillor S Lee  
 Councillor D Reid  
 Councillor W Clarke (*Deputy Chair*)  
 Councillor H McKee

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

**Members' Apologies:**

Alderman A Carson  
 Councillor P McReynolds  
 Councillor JJ Magee  
 Councillor M Gregg  
 Alderman R Cherry  
 Councillor I Friary

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

**Officers Present:**

T Walker  
 G Craig (*Secretary*)  
 H Campbell  
 J Green  
 K Boal  
 M Lavery  
 S Toland  
 B Murray  
 H Moore  
 P Thompson  
 J McBride

arc21  
 arc21  
 arc21  
 arc21  
 arc21  
 Antrim and Newtownabbey Borough Council  
 Belfast City Council  
 Belfast City Council  
 Lisburn & Castlereagh Borough Council  
 Mid & East Antrim Borough Council  
 Newry, Mourne & Down District Council

**Officers' Apologies:**

G Girvan  
 D Lindsay

Antrim & Newtownabbey Borough Council  
 Ards & North Down Borough 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 057 held on 27 May 2021

Following discussion, the Joint Committee recommended the approval of the minutes of Joint Committee meeting 057 held on 27 May 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 he would reissue forms to those who had not returned their form. He encouraged all to complete the form and return it as quickly as possible to either [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**

### Item 5 - Contracts & Operations Briefing Report

Ms Boal provided an overview of issues pertaining to contracts and operations.

She reported that contractors continue to provide services across the arc21 contracts with COVID-19 preventative measures in place.

She highlighted issues relating to contamination in organic waste deliveries to NWP and in relation to separately delivered food waste. In addition, recent incidences of fire risk from material delivered to the Bryson Recycling site was also discussed and photographs were included in the report.

A review of contract tonnages was provided for information and an indicative calculation on NILAS.

An overview of supplies orders and deliveries was also supplied for information.

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 be held "in committee" for items 6 to 9 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:

**Item 6 - Minutes of Joint Committee Meeting 057 held on 27 May 2021 'in committee'**  
**Action: Agreed**

**Item 7 - Matters Arising** **Action: Noted**

**Item 8 - Commerciality Sensitive Contact & Procurement Issues** **Action: Agreed**

## Item 9 - Residual Waste Treatment Project

Action: Agreed

### OUT OF COMMITTEE

## Item 10 - SONI Industry Consultation on 'Shaping the Electricity Future'

Mr Green presented a report along with the arc21 response to SONI's consultation on 'Shaping our Electricity Future' which closed on 14 June 2021.

He reported that the consultation was seeking views on the four draft approaches:

- Generation-Led,
- Developer-Led,
- Technology-Led, and
- Demand-Led,

to ensure at least 70% of Northern Ireland's electricity comes from renewable sources by 2030.

He reported that the move to "clean" electricity will affect everyone in Northern Ireland and the aim was to work with the public to help shape the final strategy.

An arc21 response was submitted by the deadline of 14 June.

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 11 - Audit Committee Meeting 18 June 2021

Mr Craig presented a report to update the Joint Committee on the issues presented to the Audit Committee at the meeting held on 18 June 2021. This included the Executive Summary of the items being discussed and a review of its activities during the 2020/21 year.

Mr Craig reported that the main focus of the Audit Committee at this meeting was to consider the Draft Statement of Accounts for the year to March 2021 in preparation for them being submitted to the Local Government Auditor for the statutory audit of the Joint Committees accounts to take place.

The Chair of the Audit Committee, Alderman Drysdale, paid tribute to the Members and Officers for giving their time in attending these meetings and noted that attendance had improved due to holding the meetings remotely. He also gave his thanks to Mr Craig and his team for their input to the meetings and achieving such excellent results.

Mr Craig paid thanks to the Chair of the Committee, along with Mr McKeown, arc21's Principal Financial Accountant, and Ms Coles from AGRS for their preparation of all the documentation and excellent input.

This was also echoed by the Chair of the Joint Committee and the Acting Chief Executive who also paid a special thanks to Mr Craig and his team.



Following discussion, the Joint Committee recommended that the report be noted, along with the Audit Committee Executive Summary for the meeting held on 18 June 2021 and the Audit Committee annual report to the Joint Committee.

Mr Walker approved the recommendation.

**Action: Noted**

### **Item 12 - Draft Statement of Accounts 2020/21**

Mr Craig presented Members with a summary of the financial results of the Joint Committee for the year to March 2021, pending the outcome of the annual statutory audit to be carried out by the Local Government Auditor.

Members were presented with the main financial highlights for the year as follows:

- Total Income is up overall on the previous year by over 10% - £32.6m compared to £29.5m.
- Contract Income - £31.5m compared to £28.3m – is up by over 11% largely due to the increase in household waste arisings from home working during Covid-19.
- A modest overall surplus of £71k was achieved in the year and added to the General Reserves to increase the level to £1.6m.
- The cash balances at 31 March 2021 were down year on year (£3.3m compared to £3.7m in the previous year) but remained sufficient to meet the monthly contractual obligations of arc21, which average out at around £3m.
- The deficit on the Pension Scheme continues to increase and, at 31 March 2021, was £1.2m (up from £1.1m at March 2020).

Mr Craig reported that the final accounts, following certification by the Local Government Auditor, will be presented to the Joint Committee and this is expected to be around September / October 2021.

An extract from the Draft Statement of Accounts was presented for information.

The Chair of the Joint Committee congratulated Mr Craig and his team for achieving such excellent results and having such strong financial systems in place.

Mr Craig again thanked his team and all the staff at arc21 for their input in achieving these results as he noted that the financial systems flow across the organisation with everyone's input, and this was reiterated by the Acting Chief Executive.

The Chair commended the arc21 team, and Members, for their hard work throughout the COVID year and commitment to ensuring that councils were supported as comprehensively as possible within the resources available. Several Members added their support to the Chairs comments which were welcomed by Mr Walker.

Following discussion, the Joint Committee recommended that the report be noted and Mr Walker approved the recommendation and thanked the Chair for his kind words.

**Action: Noted**

### **Item 13 - Next Meeting**

The Chair advised that as the Joint Committee traditionally do not meet in July, and therefore the next meeting would be held as scheduled on Thursday 26<sup>th</sup> August.

If any decision is required to be made before the next meeting it was proposed that in the interim the Acting Chief Executive is delegated with the authority to make those decisions and then these would be presented at the meeting in August.

Following discussion, the Joint Committee recommended that the Acting Chief Executive approve this recommendation and Mr Walker approved the recommendation.

**Action: Agreed**

Members discussed the current legislative issues with holding virtual meetings and therefore the potential to hold physical meetings with video conferencing facilities. 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**

**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 - 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 2 - Apologies**

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

#### **For approval**

The Joint Committee is asked to recommend that the Acting Chief Executive approves the minutes of the meeting JC058 held on 24 June 2021.

### **Item 4 - Matters Arising**

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

#### **For noting**

Contractors continue to provide services across the arc21 contracts with COVID-19 preventative measures in place.

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

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

The Joint Committee is asked to recommend that the Acting Chief Executive notes the report.





### Item 6 - Waste Tonnage Trends

#### For noting

It had previously been agreed that the Joint Committee would periodically receive an update on waste trends on tonnages delivered through key arc21 contracts. The figures below show the tonnage trends for the period April to July 2021 against trends in previous years.

The Joint Committee is asked to recommend that the Acting Chief Executive notes the report.

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

#### For noting

The Joint Committee is presented with the statistical information relative to key waste statistics covering the year 2020/21 and is asked to recommend that the Acting Chief Executive notes the report.

### 'IN COMMITTEE' ITEMS - COMMERCIALLY CONFIDENTIAL

### Item 8 - Minutes of Joint Committee Meeting 058 held on 24 June 2021 'in committee'

#### For approval

The Joint Committee is asked to recommend that the Acting Chief Executive approves the minutes of the meeting JC058 held on 24 June 2021 'in committee'.

### Item 9 - Matters Arising

### Item 10 - Residual Waste Treatment Project

#### For noting

**Planning** – the planning determination process as managed by the professional planners in DfI is coming to a conclusion. Only DAERA have yet to respond to consultations issued by the planners.

**Public procurement** – the public procurement remains in abeyance awaiting better clarity on the planning application determination outcome.

**Communications & Community Liaison** – efforts continue to reach and engage a wider range of interested parties.



**Hydrogen Strategy** – the UK Government published on 17 August 2021 its vision for the hydrogen economy in its hydrogen strategy document

The Joint Committee is asked to recommend that the Acting Chief Executive notes the report.

### **Item 11 - Commercially Sensitive Contract and Procurement Issues**

#### **For approval**

The report presents an update relating to the Municipal Waste Disposal Contract – Lot 1 and includes a recommendation associated with the sequencing of governance.

An update is also provided in relation to ongoing work in relation to the development of a procurement for Interim Residual Waste Treatment.

Extensions are recommended in relation to the Haulage and Street Sweeping Contracts to December 2021.

The extension of current arrangements in relation to Waste Electrical and Electronic Equipment (WEEE) and Batteries is presented for noting.

The Joint Committee is asked to recommend that the Acting Chief Executive approve the recommendations and to note the remainder of the report.

### **Item 12 - Council Covid-19 Waste Management Financial Losses**

#### **For noting**

Members are presented with an update on the DAERA Covid-19 Funding Package.

The report covers the 2020/21 year as well as 2021/22 due to the ongoing impact on the delivery of waste management services in Northern Ireland.

The claims for the period October 2020 to March 2021 had all now been submitted to DAERA and the Departmental officials are currently reconciling the claims.

The total value of council claims in 2020/21 was £11.1m.

In addition, as there will be an underspend of the budget for last year, the Department wish to also know the quantum of claims for the April to June 2021 period to enable an assessment to be made regarding the potential to carry over funds from the previous year to support councils' in the current year.

With the pandemic position improving, but not yet over, councils have been asked to estimate the additional costs they may incur for the July to September period.





## **JOINT COMMITTEE**

### **26 August 2021**

34

At the next meeting with DAERA officials, on 9 September 2021, lobbying for funding support will be undertaken in order to maximise the amount of support for councils.

The Joint Committee is asked to recommend that the Acting Chief Executive notes the report.

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

#### **Item 13- Consultation on Policy Options for the New Energy Strategy for Northern Ireland**

##### **For approval**

The Joint Committee is provided with a copy of the arc21 response to the consultation on the proposed options for a new energy strategy for Northern Ireland and is asked to recommend that the Acting Chief Executive approves the response retrospectively.

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

##### **For approval**

The Joint Committee is presented with a copy of the arc21 response to the consultation on the proposed changes to the Carrier Bag Levy and is asked to recommend that the Acting Chief Executive approves the response retrospectively.

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

##### **For noting**

The Joint Committee is presented 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.

The Joint Committee is asked to recommend that the Acting Chief Executive notes the report.

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

##### **For noting**

Mr Walker will be providing an update on the review of the Waste Management Plan review for noting.



## Item 17 - Benchmarking Report 2019-20

### For noting

Members are updated on the findings of the second benchmark review undertaken by arc21.

The strategic objectives set out in 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 first review was undertaken in 2020 with arc21 comparing favourably with similar organisations. 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.

The Joint Committee is asked to recommend that the Acting Chief Executive notes the report.

## Item 18 - EPSRC Application Support

### For noting

A request was received from QUB who were going through to the final stages of applying for funding for a research proposal on Biodegradable Foams and Additive Manufacture for Sustainable Protective Packaging from the UK government funder (EPSRC) and arc21 were asked to send a letter of support.

Mr Walker will provide some details at the meeting for noting.

## Item 19 - AOB

## Item 20 - Next Meeting Thursday 29 September 2021



# Waste Collections by NI Councils January to March 2021

## Waste collected by NI Councils



## Recycling



**46.7%**  
up from **45.4%**  
Jan - Mar 2020

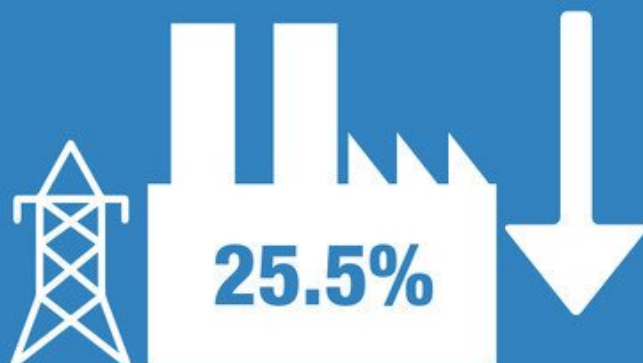
Recycling, energy recovery and landfill  
rates of LAC municipal waste  
January to March 2021  
compared to  
January to March 2020.

## Landfill



similar to **24.8%**  
Jan - Mar 2020

## Energy Recovery



down from **26.9%**  
Jan - Mar 2020

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Northern Ireland  
**Environment  
Agency**



# Northern Ireland Local Authority Collected Municipal Waste Management Statistics

*Quarterly provisional estimates for January to March 2021*

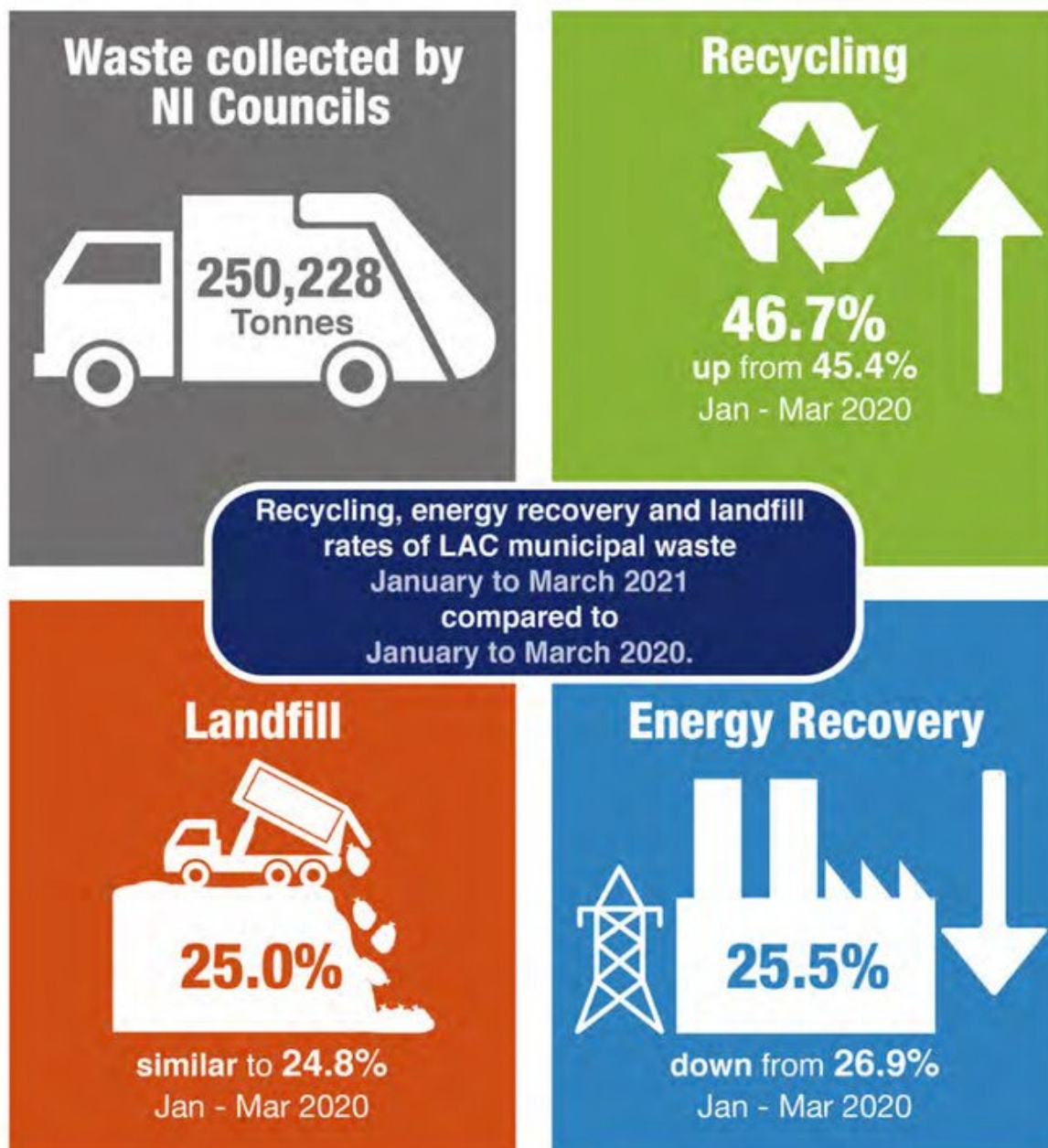


*Sustainability at the heart of a living, working, active landscape valued by everyone.*





## Northern Ireland waste management statistics – January to March 2021



## Key Points

- Northern Ireland's councils collected 250,228 tonnes of waste during January to March 2021 which was 11.0 per cent higher than the same three months in 2020.
- During January to March 2021, 46.7 per cent of waste collected by councils was sent for recycling, 1.3 per cent higher than the recycling rate for January to March 2020.
- The landfill rate for waste collected by councils was 25.0 per cent in January to March 2021, a fall from 76.5 per cent in January to March 2007, and similar to the 24.8 per cent recorded during January to March 2020.
- More than a quarter (25.5 per cent) of waste arisings were sent for energy recovery in January to March 2021, compared to 26.9 per cent in January to March 2020, and 1.2 per cent during the same quarter in 2010.
- Household waste accounted for 89.3 per cent of all waste collected during this period.
- The recycling rate for household waste was 46.7 per cent, up from 46.0 per cent in January to March 2020. The landfill rate for household waste was 25.2 per cent, an increase from 24.7 per cent compared to the same quarter last year.

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### Reader Information

This document may be made available in alternative formats, please contact us to discuss your requirements. Definitions of key terms used in this publication are available in [Appendix 2 – Glossary](#) of the latest Annual Report.

### Purpose

This is a quarterly publication which reports provisional statistics on the key measurements of local authority collected municipal waste for councils and waste management groups in Northern Ireland.

The data contained are used by local authorities, waste management groups, Devolved Administrations, UK Government and the EU to measure progress towards achieving targets from various waste strategies including:

- The revised Northern Ireland Waste Management Strategy
- The draft Programme for Government Framework 2016-2021
- The EU Waste Framework Directive

The data are also used by media, the general public and special interest groups to inform policy and lifestyle choices related to the treatment of waste.

Further details are available in [Appendix 1 – Main Uses of Data](#) of the Annual Report.

### Next Updates

- Provisional statistics for April to June 2021 are scheduled for publication in October 2021.
- Finalised data for 2020/21 are scheduled to be published in November 2021 and will supersede previously published data from the four quarterly returns for that financial year.
- The scheduled dates for all upcoming publications are available from the GOV.UK statistics release calendar: [www.gov.uk/search/research-and-statistics](http://www.gov.uk/search/research-and-statistics)

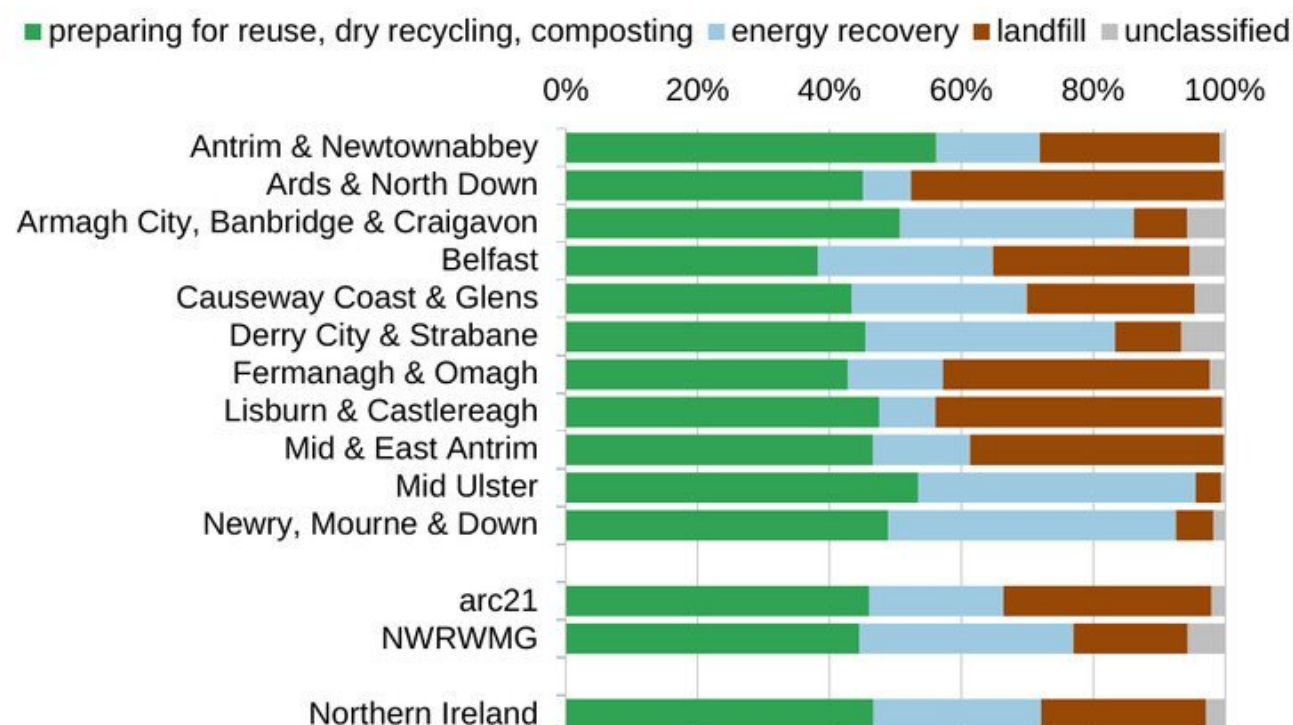
## Overview

This report presents information on the quantities of local authority collected municipal waste managed in Northern Ireland between January and March 2021. The report is split into four sections, each of which cover local authority collected (LAC) municipal waste and, where appropriate, household waste:

- waste arisings (pages 2-3),
- **recycling (pages 4-5),**
- **energy recovery (pages 6-7),**
- **landfill (pages 8-10).**

**Figure 1: Waste preparing for reuse, dry recycling, composting, energy recovery and landfill rates by council and waste management group**

Northern Ireland, January to March 2021



At the Northern Ireland level, 46.7 per cent of waste collected by councils was sent for preparing for reuse, dry recycling and composting between January and March 2021. Energy recovery accounted for 25.5 per cent and 25.0 per cent was landfilled. The remaining 2.9 per cent unaccounted for is likely to involve moisture and/or gaseous losses. Each of the rates is discussed in detail in the appropriate section of the report.

The rate of waste sent for preparing for reuse, dry recycling and composting increased by 1.3 percentage points compared to January to March 2020. The energy recovery rate decreased by 1.4 percentage points and the landfill rate remained at a similar rate to January to March 2020. Household waste accounted for 89.3 per cent of total waste collected by councils. Household waste includes materials collected directly from households via kerbside collections, material taken to bring sites and civic amenity sites as well as several other smaller sources.



## Waste arisings

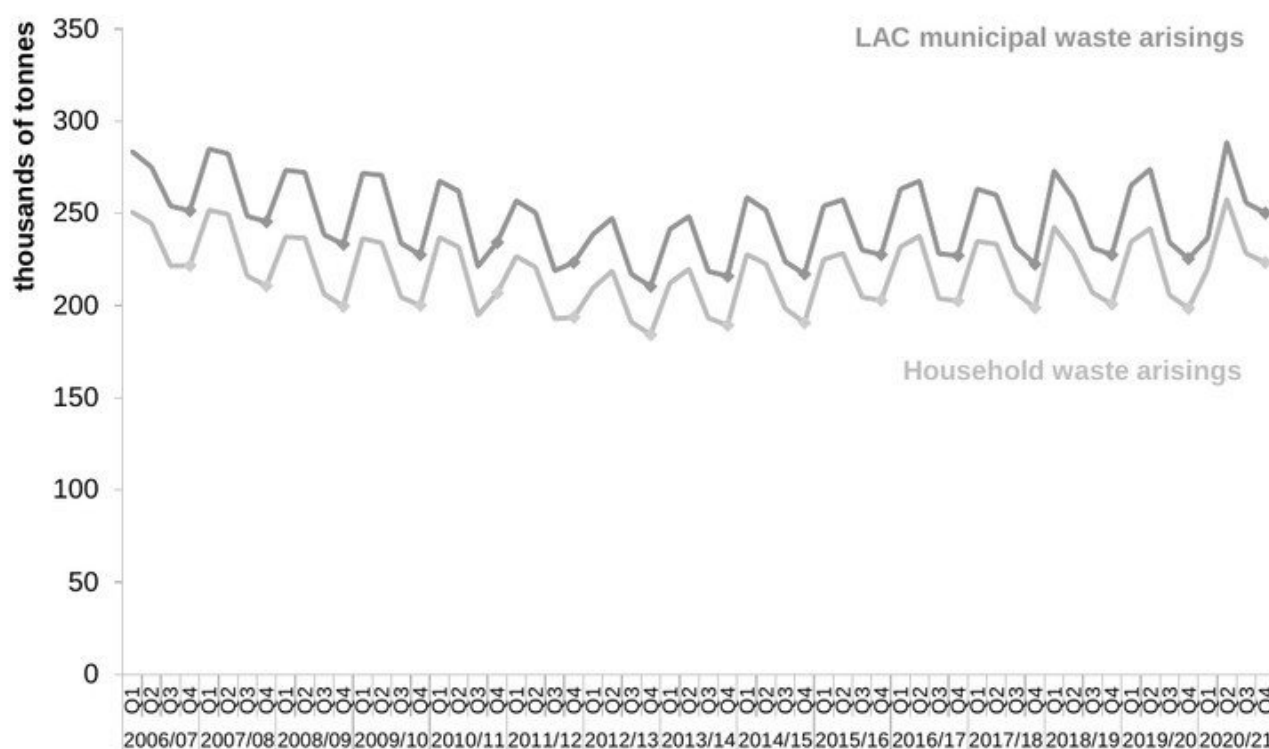
Northern Ireland's councils collected 250,228 tonnes of waste between January and March 2021. This was 11.0 per cent higher than the 225,472 tonnes collected during the same three months of 2020. Growth in the tonnage of waste collected at kerbside and Civic Amenity sites was equally strong in January to March 2021 compared to the same three months last year. This increase may be due to greater numbers of people spending more time at home because of Covid-19 restrictions and advice pertaining during the period. With higher numbers of people working from home, household type waste increased along with greater use of kerbside collections and Civic Amenity sites.

The total quantity of local authority collected (LAC) municipal waste arisings is a key performance indicator, KPI (j). This indicator is also used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015.

Since 2006/07 household waste has accounted for 86-90 per cent of total waste collected by councils each quarter, apart from April to June 2020 when Covid-19 restrictions resulted in a larger than normal proportion of household waste being collected. During January to March 2021, household waste was at the higher end of this range and accounted for 89.3 per cent, once again impacted by Covid-19 restrictions and advice. The remaining 10.7 per cent was non household waste such as rubble/soil and commercial/industrial waste.

### Figure 2: Waste arisings

Northern Ireland, quarterly from 2006/07 to 2020/21 KPI (j)

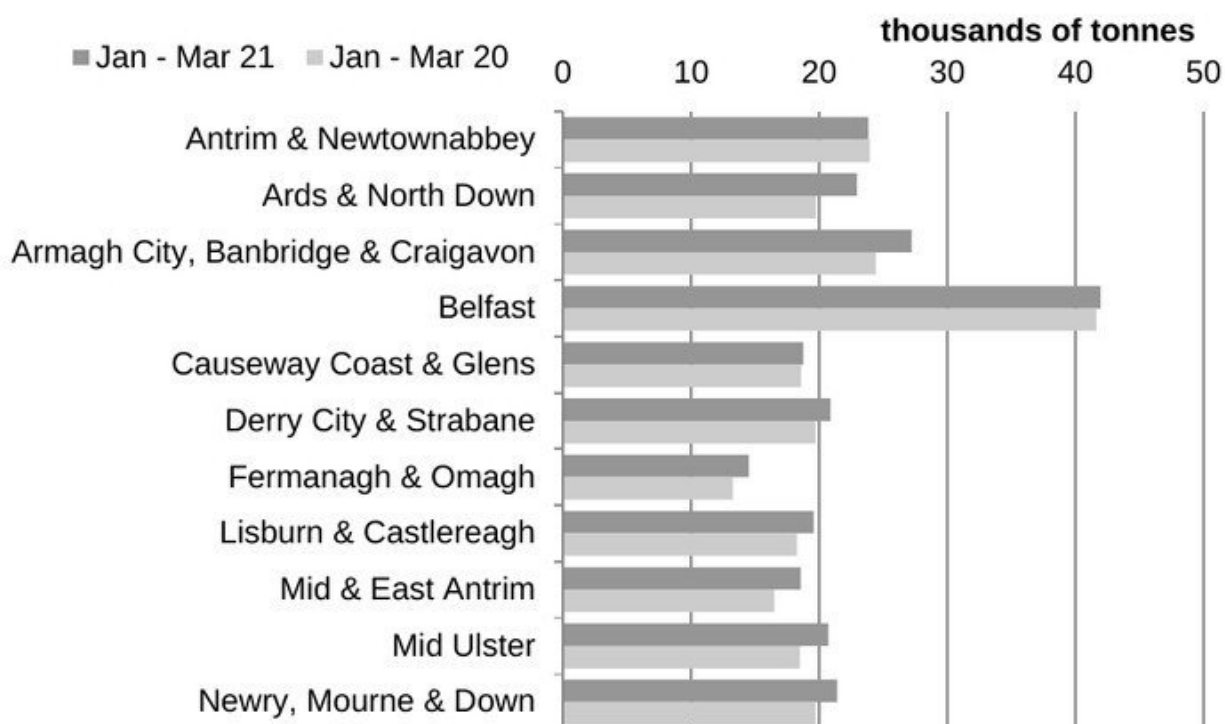


The longer term trend for January to March saw a gradual reduction in waste arisings of 16.3 per cent across six years, from a high of 251,488 tonnes between January and March

2007 to a low of 210,459 tonnes between the same three months of 2013. From 2013, arisings increased by 18.9 per cent to 250,228 tonnes in January to March 2021.

### Figure 3: Waste arisings by council

Northern Ireland, January to March 2020 and January to March 2021, KPI (j)



The proportion of waste collected by each council broadly reflects the population within the councils. Belfast collected the most waste at 41,954 tonnes, whilst Fermanagh and Omagh collected the least at 14,466 tonnes.

All councils except Antrim & Newtownabbey recorded an increase in total arisings in January to March 2021 compared to the same period in 2020, with the largest increase recorded in Ards & North Down at 16.0 per cent.

These statistics can be found in Table 1 accompanying data tables spreadsheet and in the [time series dataset](#).

## Recycling

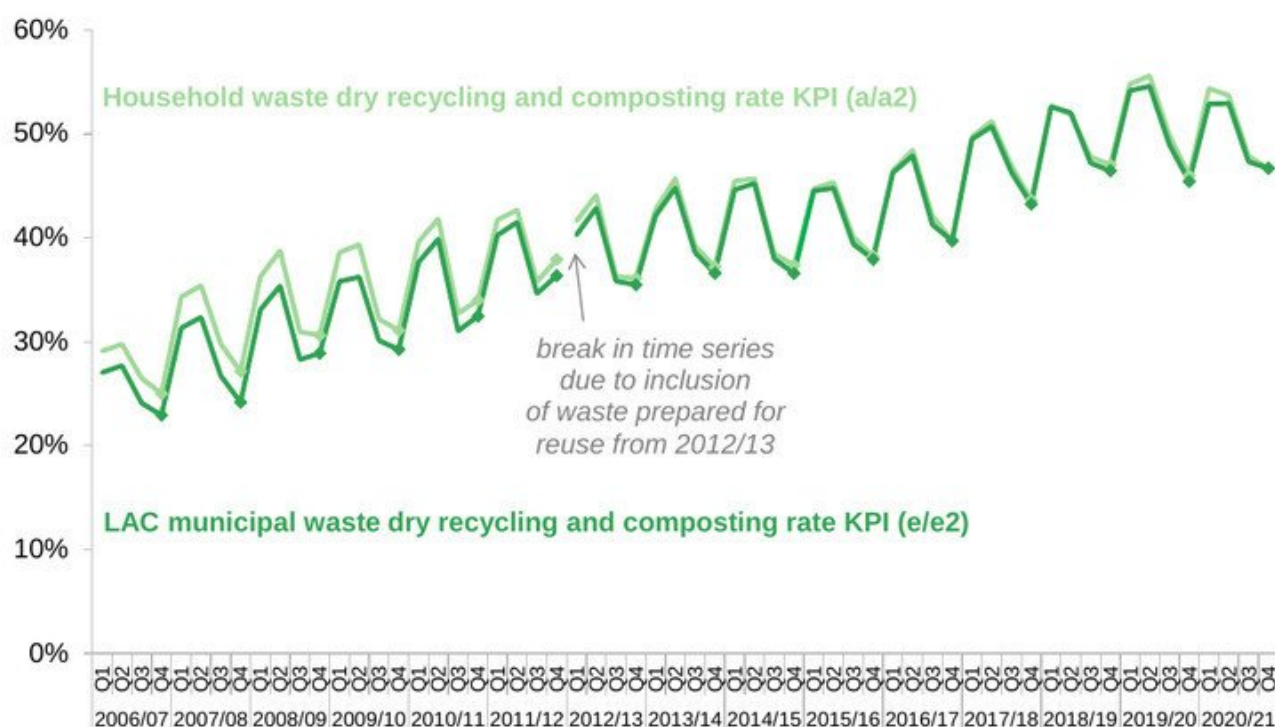
This section of the report looks at local authority collected (LAC) municipal waste and household waste recycling rates, both of which include waste sent for preparing for reuse, dry recycling and composting.

There were 116,823 tonnes of waste sent for preparing for reuse, dry recycling and composting (referred to as 'recycling' for the rest of this section) between January and March 2021. The waste recycling rate was 46.7 per cent. This was an increase of 1.3 percentage points on the 45.4 per cent of waste sent for recycling between January and March 2020.

The recycling rate for household waste only was 46.7 per cent between January and March 2021, higher than the 46.0 per cent recorded during the same three months of 2020. The proportion of household waste sent for dry recycling made up 25.8 per cent, composting 20.6 per cent and preparing for reuse 0.3 per cent. Last year the equivalent rate for preparing for reuse was 0.1 per cent, whilst the dry recycling and composting rates were 26.1 per cent and 19.7 per cent respectively.

Waste sent for recycling is included in a number of key performance indicators, KPI (a), (a2), (e), and (e2). These indicators are used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015. The household waste annual recycling rate is also a population indicator for [Programme for Government \(PfG\)](#).

**Figure 4: Waste sent for preparing for reuse, dry recycling and composting**  
Northern Ireland, quarterly from 2006/07 to 2020/21, KPIs (a), (a2), (e) and (e2)





These statistics show seasonal variation which is driven by the quantities of garden waste sent for composting. Greater quantities of garden waste are collected and sent for composting during the spring and summer quarters, April to June and July to September.

The longer term trend for household waste recycling during this quarter has been a steady increase from 25.0 per cent in January to March 2007 to 46.7 per cent in 2020. Waste sent for preparing for reuse (586 tonnes this quarter) has been included since 2012/13 and adds 0.3 percentage points to the overall household recycling rate in January to March 2021.

**Figure 5: Household waste preparing for reuse, dry recycling and composting rate by council and waste management group**

Northern Ireland, January to March 2020 and January to March 2021, KPI (a2)



Ards & North Down reported the only decrease in their household recycling rate compared to January to March 2020 at 5.8 per cent. Four of the remaining councils reported little change in their household recycling rates, whilst the rate increased in the other six councils, the largest of which were 4.9 per cent in Derry City & Strabane and 4.2 per cent in Mid Ulster.

These statistics can be found in Tables 4 and 12 of the accompanying data tables spreadsheet and in the [time series dataset](#).

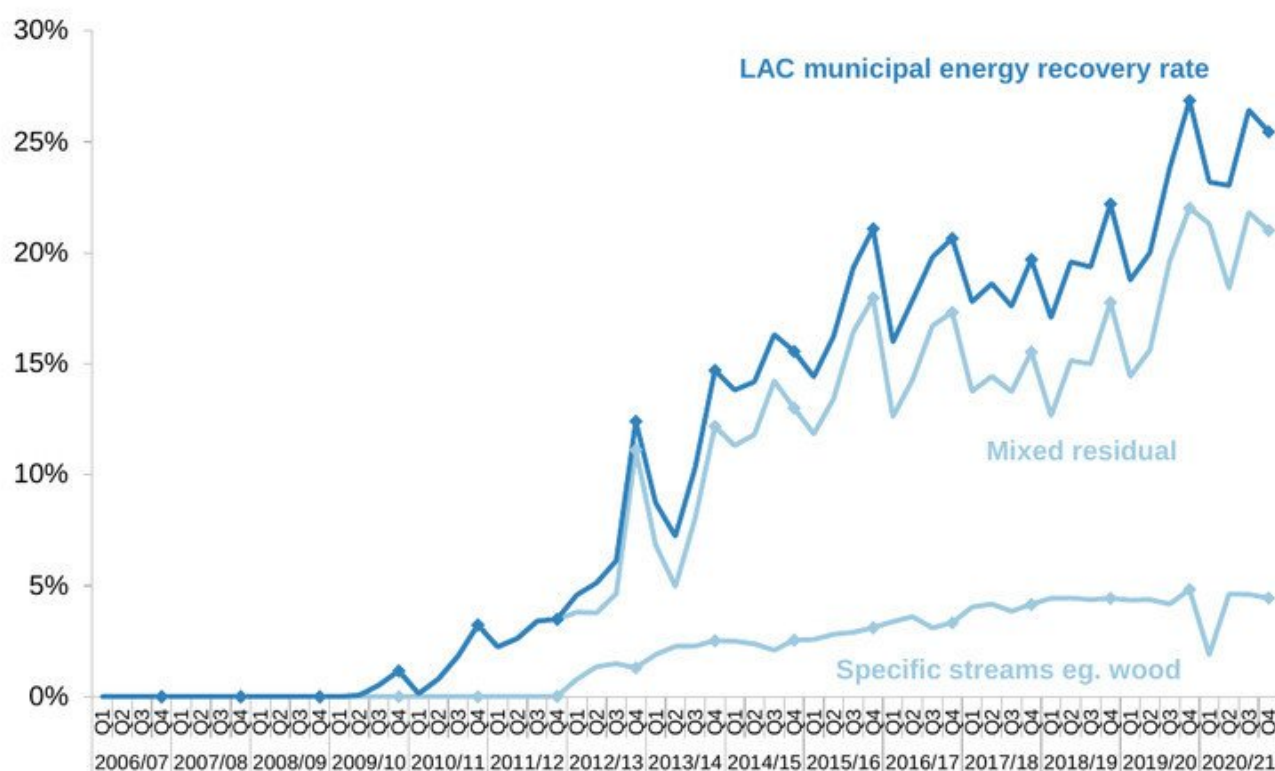
## Energy recovery

This quarterly report includes statistics on energy recovery, which is the term used when value is gained from waste products by converting them into energy. All energy recovery statistics reported in this section are derived from material sent for energy recovery via incineration, although other technologies exist. Energy recovery via anaerobic digestion is not included in this section and is explained further in [Appendix 1 – Limitations of Data](#) of the latest Annual Report.

Between January to March 2021, 63,699 tonnes of waste arisings were sent for energy recovery. This gave a waste energy recovery rate of 25.5 per cent, lower than the 26.9 per cent rate reported for the same period in 2020. In each year, the majority was mixed residual waste with a smaller proportion from specific streams, e.g. wood.

**Figure 6: Waste sent for energy recovery via incineration**

Northern Ireland, quarterly from 2006/07 to 2020/21

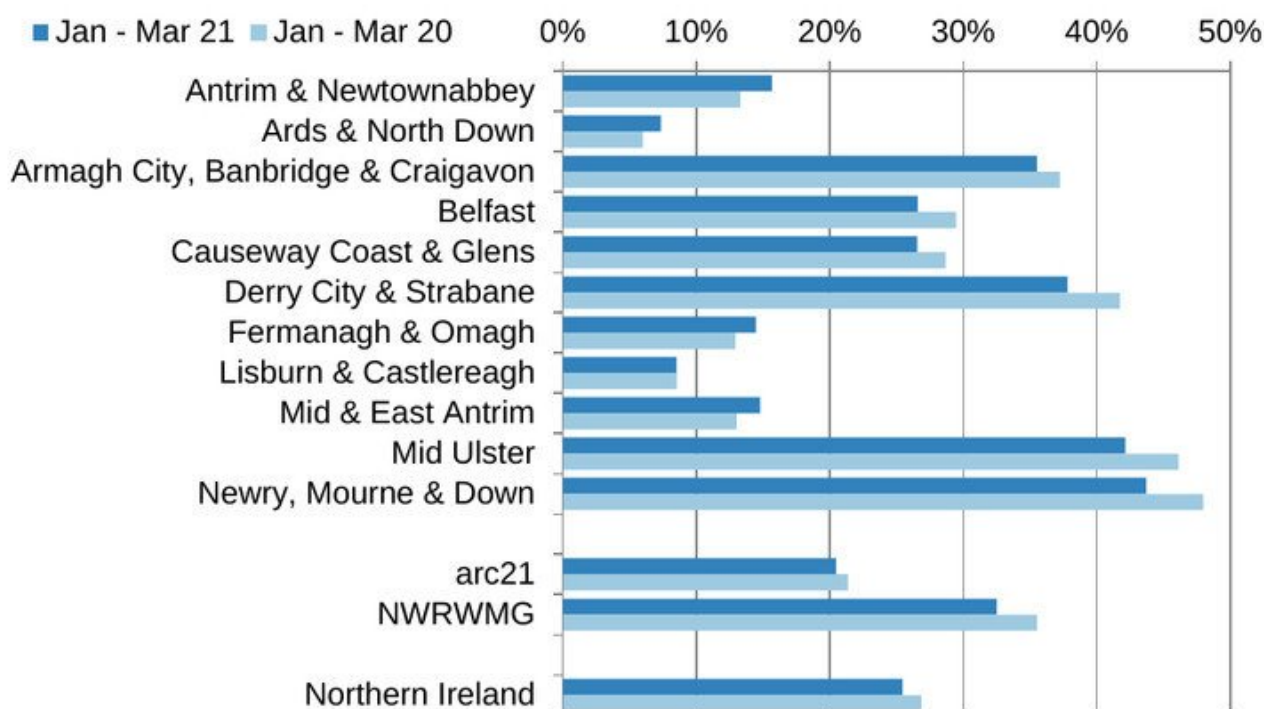


There was zero, or very small quantities, of waste sent for energy recovery before 2009/10. Strong growth began during 2009/10 with the energy recovery rate increasing from 1.2 per cent during January to March 2010 to a high of 26.9 per cent for the same three months of 2020, before falling to 25.5 per cent in January to March 2021. Most of the growth since 2009/10 has been driven by mixed residual waste sent for energy recovery (from 1.2 per cent during January to March 2010 to 21.0 per cent in January to March 2021). The specific stream proportion was 4.4 per cent in January to March 2021.

Mixed residual waste sent for energy recovery is combustible residual waste collected from the kerbside and from civic amenity sites which is processed into refuse derived fuel at material recovery facilities. The specific streams element of energy recovery is mostly wood but also includes furniture, carpets and mattresses, mostly collected from civic amenity sites.



**Figure 7: Waste energy recovery rate by council and waste management group**  
Northern Ireland, January to March 2020 and January to March 2021



The highest waste energy recovery rate was recorded in Newry, Mourne & Down at 43.7 per cent, down from 48.0 per cent between January and March 2020. The lowest rate recorded was 7.3 per cent in Ards & North Down. Six councils reported decreases in their energy recovery rates, the largest being recorded in Newry, Mourne & Down at 4.3 per cent.

For most councils, energy recovery for mixed residual waste accounted for a greater proportion of total energy recovery than specific streams such as wood.

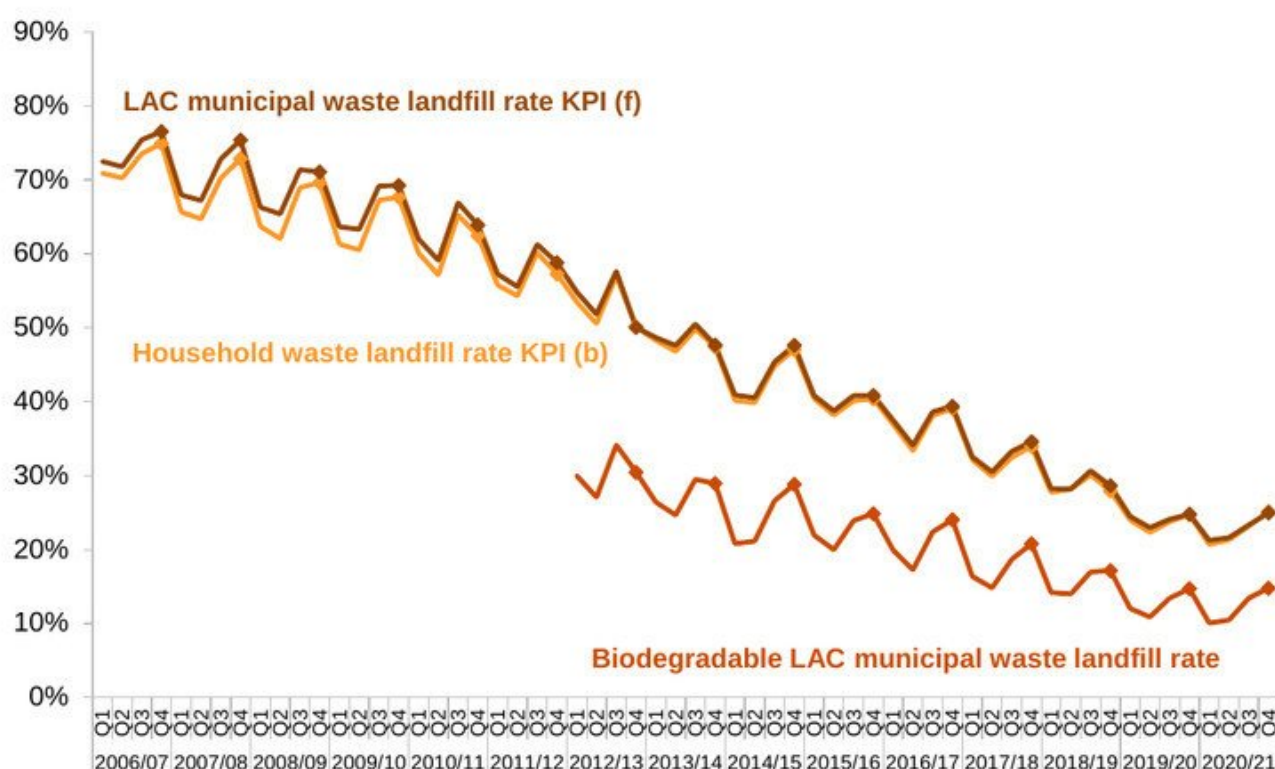
These statistics can be found in Tables 3 and 4 of the accompanying data tables spreadsheet and in the [time series dataset](#).

## Landfill

The quantity of LAC municipal waste sent to landfill increased by 11.9 per cent, from 55,849 tonnes during January to March 2020 to 62,497 tonnes between January and March 2021. This gave a quarterly landfill rate of 25.0 per cent for January to March 2021, similar to the 24.8 per cent recorded during the same quarter of 2020. The latest quarterly landfill rate for household waste only is 25.2 per cent, compared to 24.7 per cent recorded during the same three months of 2020.

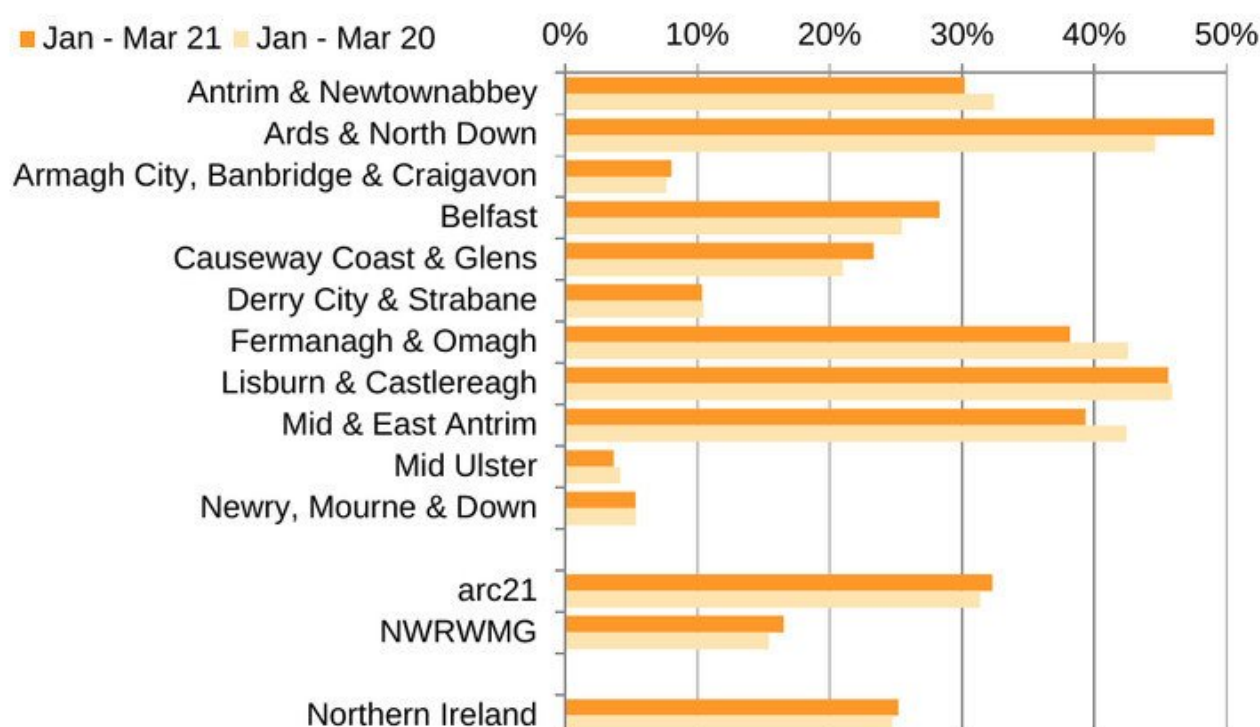
**Figure 8: Waste sent to landfill**

Northern Ireland, quarterly from 2006/07 to 2020/21, KPIs (b) and (f)



The long term trend has seen the January to March household waste landfill rate fall from 76.5 per cent in 2007 to 25.0 per cent recorded in 2021. Note that the landfill rate exhibits seasonality and the April to June and July to September quarters tend to have lower rates than October to December and January to March. The seasonality stems from the higher level of compostable garden waste arising during spring and summer.

**Figure 9: Household waste landfilled by council and waste management group**  
Northern Ireland, January to March 2020 and January to March 2021, KPI (b)



The household waste landfill rate increased for three councils in January to March 2021 compared to the same three months in 2020, with Ards & North Down reporting a 4.5 per cent increase to 49.0 per cent. Three councils reported a fall in the household waste landfill rate whilst the remaining councils showed a similar rate to January to March 2020. Fermanagh & Omagh reported the largest decrease to their household waste landfill rate at 4.4 per cent.

The statutory requirement for all councils in Northern Ireland to provide households with a container for food to enable its separate collection has contributed to a drop in landfill rates, though increasing energy recovery rates for some councils have also contributed.

### Biodegradable waste to landfill

The Landfill Allowance Scheme (NI) Regulations 2004 (as amended) placed a statutory responsibility on councils, in each scheme year, to landfill no more than the quantity of biodegradable waste for which they had allowances. The scheme concluded at the end of the 2019/20 financial year, however the continued monitoring of Biodegradable waste is required for targets set in the [EU Council Directive on the Landfill of Waste](#) which specify that it must be reduced to 75 per cent of the total amount (by weight) of biodegradable municipal waste produced in 1995.

Northern Ireland's councils sent 36,985 tonnes of biodegradable waste to landfill between January and March 2021, which was 59.2 per cent of all waste sent to landfill. During the same quarter last year, 33,151 tonnes of biodegradable waste was sent to landfill which was 59.4 per cent of all waste sent to landfill.

Figure 10 displays the tonnages of LAC biodegradable and non-biodegradable waste sent to landfill by each council, comparing them with other councils and to the same quarter last year.



**Figure 10: Biodegradable and non-biodegradable waste to landfill by council**  
Northern Ireland, January to March 2020 and January to March 2021,



There is considerable variation between councils in the quantities of biodegradable waste sent to landfill, as well as the proportion of biodegradable waste in total landfill. Fermanagh & Omagh reported the largest decrease in biodegradable waste sent to landfill as a proportion of all landfill compared to January to March 2020, decreasing by 2.5 per cent.

## National Statistics Status

National Statistics status means that our statistics meet the highest standards of trustworthiness, quality and public value, and it is our responsibility to maintain compliance with these standards.

These statistics were first designated as National Statistics, and underwent a full [assessment](#) against the Code of Practice, in January 2014 by the UK Statistics Authority.

A compliance check [assessment](#) was completed for the waste statistics produced by each of the UK regions in 2020 with the results of the finding published in October 2020.

The trustworthiness, quality and value of the statistics, including the coherence of the data source, methods and quality assurance (QA) arrangements, and the presentation of the statistics were reviewed with a final outcome that the statistics can continue to be designated as National Statistics.

The conclusion of the compliance check cited the following actions as strengths:

- Ongoing quality assurance of the data contained within the report by reviewing methods on a quarterly basis.
- Improved statistical output by creating a [time series](#) of Northern Ireland local authority collected municipal waste management statistics to accompany the report and tables. This [dataset](#) is also available on Open Data NI along with a [time series](#) of materials collected at Northern Ireland local authority waste management sites.
- Improved statistical output by creating [infographics](#) to accompany the report and tables.
- Improved statistical output by creating an [interactive dashboard](#) to accompany the report and tables.
- Hosted a workshop with users in February 2020 to review publications and statistical outputs.
- Sought and implemented recommendations from GSS good practice team to improve the publication.

Some areas for minor improvement were also suggested and these will be addressed as we continually improve the statistical output.

One suggestion was to liaise with the other UK regions to produce a guide on how waste is defined as recycled and explain the main definitional differences in recycling rates between countries. The recycling explainer is now available at the following link: [Recycling Explainer](#)

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## Quarterly provisional figures

**Table 2: Local authority collected (LAC) municipal waste arisings by collection method by council and waste management group**  
Northern Ireland, January to March 2021

Units: Tonnes  
KPI(j)

Authority	Kerbside initially collected for recovery	Kerbside initially collected for disposal	Civic amenity site initially collected for recovery	Civic amenity site initially collected for treatment	Bring site	Other method	LAC municipal waste arisings
Antrim & Newtownabbey	5,942	6,707	7,864	2,420	50	855	<b>23,837</b>
Ards & North Down	6,703	6,814	4,972	3,631	518	285	<b>22,923</b>
Armagh City, Banbridge & Craigavon	8,205	10,883	4,449	2,761	96	801	<b>27,194</b>
Belfast	10,386	19,888	3,697	4,284	457	3,243	<b>41,954</b>
Causeway Coast & Glens	5,486	7,939	2,110	1,995	45	1,169	<b>18,743</b>
Derry City & Strabane	5,347	8,652	3,592	2,382	71	821	<b>20,865</b>
Fermanagh & Omagh	4,084	5,366	2,878	1,816	52	270	<b>14,466</b>
Lisburn & Castlereagh	6,016	6,579	3,925	2,203	309	536	<b>19,567</b>
Mid & East Antrim	5,635	6,969	3,715	1,961	103	188	<b>18,572</b>
Mid Ulster	6,461	7,024	4,464	2,351	37	374	<b>20,711</b>
Newry, Mourne & Down	7,724	8,233	2,750	2,171	92	427	<b>21,396</b>
arc21	42,406	55,190	26,922	16,670	1,528	5,533	<b>148,249</b>
NWRWMG	10,833	16,590	5,702	4,377	116	1,990	<b>39,608</b>
Northern Ireland	71,988	95,053	44,415	27,975	1,829	8,968	<b>250,228</b>

Source: NIEA



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

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<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	In progress – Application submitted to Rivers Agency for proposed works- not approved – further discussion with Rivers Agency ongoing. Report to NS Committee once agreed	<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 Policy and Strategy for the Council to cover the term of this Council 2019 to 2023. If required to assist officers in the development of this Strategy, external support to be procured in</b>	K Scullion	On hold as part of Neighbourhood Services Review.  Carrying out various tenders for Electrical, Plumbing and construction which will have a major effect on policy	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		accordance with Council Procurement Procedures.			
NS/075/2019	Household Recycling Centres (HRC) Update	<b>To further illustrate changes at the new HRC site at Downpatrick, a HRC competition to be promoted at all primary schools at Downpatrick.</b>	L Dinsmore	Completed	<b>Y</b>
		<b>Photocalls to be arranged to further publicise initiatives e.g. Official Opening, changes in procedures of sites at Castlewellan and at Ballynahinch and commencement of Permit System.</b>		Complete	<b>Y</b>
		<b>Reference FAQ'S to be drawn up relating to Permit System and placed on Web-site.</b>		Complete	<b>Y</b>
		<b>Investigation to be made through WRAP Capital Fund for grant-aid toward additional container capacity at selected sites.</b>		Ongoing	<b>N</b>
<b>NEIGHBOURHOOD SERVICES MEETING 19 FEBRUARY 2020</b>					
NS/127/2020	Study visit to Dulkeek EFW Plant	<b>Agreed to visit the Indaver Facility, Duleek, County Meath on Thursday 4 April 2020 and also agreed the proposed programme</b>	L Dinsmore	Complete	<b>Y</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<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>In progress- Tenders returned and being evaluated</b>	<b>N</b>
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>In Progress – Tenders returned and being evaluated.</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 19 AUGUST 2020</b>					

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/170/2020	Notice of Motion – Delivery of small brown food waste bins	<b>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.</b>  <b>Also that officers look at options both for brown bin caddies and liners and report back to Committee.</b>	L Dinsmore	<b>Complete</b>	<b>Y</b>
NS/192/2020	Business case for the supply and delivery of biomass wood pellets	<b>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.</b>	K Scullion	<b>Complete</b>	<b>Y</b>
NS/193/2020	Business case for the annual servicing and maintenance of fire fighting equipment in Council buildings	<b>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</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
		all Fire Fighting Equipment in Buildings in the Council's asset register.			
<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>In 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 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</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
		<b>contract (£450,000). The service to be procured through tender or through use of suitable Framework.</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 suitable Framework</b>	K Scullion	<b>In progress – Tender issued and closes in August 2021.</b>	<b>N</b>
<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</b>	L Dinsmore	<b>Response received from DAERA Minister and</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>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>		considered by NS Committee.  Scoping of the issues delayed by on-going COVID-19 pandemic.	
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 15 DECEMBER 2020</b>					
		<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>
NS/270/2020	Business Cases – Pest Control Services across Council facilities	<b>Agreed to accept the findings of the Business Case presented at Appendix 1 of this report. This would see the Council appoint,</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
		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.			
<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. Tenders returned and assessed. Contract award to be completed.</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 FEBRUARY 2021</b>					
NS/025/2021	Business Case for minor works	<b>Agreed to note the content of the report and accept the conclusion of the business case</b>	K Scullion	<b>Complete</b>	<b>Y</b>

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	maintenance across Council Play areas	<b>that option 3 be approved. Option 3 would see the appointment through tender of a competent contractor or contractors to undertake council wide minor works contract within Council play parks and MUGA'S (costs not exceeding the maximum value per works order as detailed in the report).</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 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</b>	K Scullion	<b>Appointment through Framework – process underway but not complete.</b>	<b>N</b>
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</b>	K Scullion	<b>Ongoing</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<b>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>			
NS/030/2021	Business Case for Maintenance of Council public space CCTV	<b>Agreed to note the content of the report; approve the findings of the business case presented for Town Centre CCTV Repairs and Maintenance and accept Option 3 - to issue a tender for 2 + 1 year to appoint competent CCTV Maintenance Contractor to provide maintenance of Council Public CCTV systems</b>	K Scullion	<b>Complete</b>	<b>Y</b>
<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 Beekeeping organisation to place 6 hives on the former landfill site at Aughnagun, initially for 1 x year subject to:</b>	L Dinsmore	<b>Ongoing</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<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>			
NS/046/2021	Business Case for the provision of Hire of Building Maintenance and Grounds	<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</b>	K Scullion	In progress. Tender issued but due to issues with tender pricing it is to be reissued.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Maintenance Plant and Machinery	<b>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>			
NS/047/2021	Business Case for Deep Cleaning of Paved Surfaces in Public Realm Area	<b>Agreed to note the content of the report and approve the business case to procure a contract for the provision of deep cleaning of public realm areas within the District.</b>	P Whyte	Complete	Y
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	In Progress	N
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	<b>Agreed to approve the business case at Appendix II for the replacement of 5 x 3,500 – 6,500</b>	T Daly	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Medium-Size Chassis Cab Vehicles for Cleansing (Appendix II)	<b>Kg Medium-Size Chassis Cab Vehicles for Cleansing</b>			
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>Agreed that Mr McBride bring back a report on the preferred option for distribution of biodegradable bags to the August Neighbourhood Services Committee Meeting for</b>	L Dinsmore	Complete	Y

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		<p><b>consideration.</b></p> <p><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 closed due to COVID restrictions (subject to stock being available).</b></p>		<p><b>Stock scheduled for delivery w/c 13 September.</b></p>	<b>N</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</b></p>	K Scullion	<b>In Progress</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>event of an interruption to electricity supply.</p> <p>It was also agreed officials investigate potential sources of funding for the provision of electric vehicle charging points from the East Border Region Committee.</p>			
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	<p><b>In progress.</b></p> <p>Meeting with KNIB and Council Sustainability Section to be arranged.</p> <p>In Progress</p>	<p><b>N</b></p> <p><b>N</b></p>
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</b></p>	T Daly	<b>In Progress</b>	<b>N</b>

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		<b>vehicle-hire services</b>			
NS/076/2021	Public Space CCTV – monitoring and analogue fibre cable services	<p><b>Agreed to note the content of the report and approve the findings of the business cases presented, that is:</b></p> <p><b>Business Case for Town Centre CCTV Monitoring – Approve Option 1 - Continue with annual monitoring contract with the named provider for 21 town centre Public Space CCTV cameras for 12-month period under an STA. Business Case for Town Centre CCTV Analogue Fibreoptic lines to link Camera system to Monitoring Centre – Approve Option 1 - Continue with analogue line rental from the named provider pending outcome of review of Public Space CCTV for 12-month period under an STA.</b></p>	K Scullion	Complete	Y
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 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	L Dinsmore	Ongoing	N



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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	In Progress	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	N
NS/091/2021	Economic appraisal – supply of vehicle parts	<b>Agreed to approve the economic appraisal to procure contractors</b>	T Daly	In Progress (forms part of NS)	N



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	and external fleet maintenance services	<b>for the supply of vehicle parts and external fleet maintenance services.</b>		Procurement Action Plan)	
<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
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	<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>  <b>**At the Council Meeting held on Monday 5 July 2021, in relation to NS/100/2021:</b>	K Scullion	<b>Both recommendations on hold pending:</b>  <b>1 Consultation with HED for type of bus for Saintfield as area is a Conservation Area.</b>	N

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		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.**		2. As per recommendation of Council Monthly Meeting noted in column.	
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	Verbal update at NS Committee (Aug-21)	N
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</b></p>	L Dinsmore		

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		the issue of any illegally dumped material at this location.			
END					