

At the Council Meeting held on 01 November 2021, in relation to NS/148/2021: Christmas Illuminations, it was agreed to note that Councillor Casey's proposal was to contact the Cathedral administrators requesting they open the garden to the public to allow them access to the Crib, rather than just view the Crib.

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

### **Minutes of Neighbourhood Services Committee Meeting held on Wednesday 19 October 2021 at 6.00pm in the Mourne Room. Downshire Civic Estate, Downpatrick and via MS Teams.**

**Chair:** Councillor K Owen (Chamber)

**Deputy Chair:** Councillor A Finnegan (Chamber)

**Members:** Councillor T Andrews (Chamber)  
Councillor P Brown (Teams)  
Councillor C Casey (Teams)  
Councillor W Clarke (Teams)  
Councillor D Curran (Chamber)  
Councillor G Malone (Teams)  
Councillor D Murphy (Chamber)  
Councillor O Magennis (Chamber)  
Councillor K McKeivitt (Teams)  
Councillor M Ruane (Teams)  
Councillor H McKee (Chamber)  
Councillor D Taylor (Teams)

**Non-Committee Members:** Councillor O Hanlon (Teams)

**Officials in Attendance:** Mr J McBride Director Neighbourhood Services (Acting)  
Mr K Scullion, Assistant Director Facilities Management and Maintenance  
Ms S Murphy, Acting Assistant Director Waste Management  
Ms S Taggart Democratic Services Manager  
Ms L Dillon, Democratic Services Officer  
Ms P McKeever, Democratic Services Officer

**Also in attendance:** Mr A Cassells Strategic Investment Board Advisor

### **NS/145/2021: APOLOGIES AND CHAIRPERSON'S REMARKS**

Councillor G Stokes.

Mr McBride introduced Mr Andrew Cassells who has been appointed from the Strategic Investment Board to assist the Neighbourhood Services directorate over the next 6

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month period with a number of significant issues. He said Mr Cassells had extensive local government experience and would be a great asset to the directorate and management during his time with the Council.

The Chairperson thanked Mr Cassells and welcomed him to the meeting.

**NS/146/2021: DECLARATIONS OF "CONFLICTS OF INTEREST"**

No declarations of conflicts of interest were made.

**NS/147/2021: ACTION SHEET OF THE NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 21 SEPTEMBER 2021**

Read: Action Sheet of the Neighbourhood Services Committee Meeting held on Wednesday 21 September 2021. *(Circulated)*.

Matters arising from Action Sheet

Overgrown section of Newry Canal from O'Reillys Lock towards Fearon's Lock

- Councillor Casey requested an update regarding a meeting with Rivers Agency to address issues along a stretch of Newry Canal, from O'Reilly's Lock to Fearon's Lock.

Mr Scullion explained officials met with Rivers Agency regarding the stretch of Newry Canal as referred to by Councillor Casey in and around WIN Industrial Estate. He referred to a particularly difficult stretch of Canal which Council staff are unable to maintain due to depth of water. He said Rivers Agency's responsibility did not extend to this stretch of the Canal but confirmed they are willing to provide assistance to address this area as they have the necessary equipment to carry out the required maintenance. He added the work could not commence until April 2022 due to fish spawning restrictions but that in the meantime Council will carry out as much maintenance as possible with remaining vegetation being addressed in April 2022 in partnership with Rivers Agency.

Councillor Casey said he was concerned about the stretch of Canal from Reilly's Lock to Fearon's Lock and said he accepted the difficulties the Council faced with limited resources and acknowledged the work the Council are doing improve the Canal.

Mr Scullion said he would liaise with Rivers Agency regarding the section of Newry Canal from O Reilly's Lock to Fearon's Lock and report back in due course.

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**AGREED: Council Officials to contact Rivers Agency and report back with regard to maintenance of the stretch of Newry Canal at O Reilly's Lock to Fearon's Lock.**

**AGREED: On the proposal of Councillor Curran, seconded by Councillor Finnegan, it was agreed the Action Sheet of the Neighbourhood Services Committee Meeting held on Wednesday 21 September 2021 be noted and actions removed as marked.**

### **FACILITIES MANAGEMENT AND MAINTENANCE**

#### **NS/148/2021: CHRISTMAS ILLUMINATIONS AND CELEBRATIONS GROUP MEETING – MONDAY 11 OCTOBER 2021**

Read: Report dated 19 October 2021 from Mr K Scullion, Assistant Director Facilities Management and Maintenance regarding the action sheet arising from the Christmas Illuminations and Celebrations Group Meeting held on Monday 11 October 2021. *(Circulated)*

**AGREED: On the proposal of Councillor Casey seconded by Councillor Clarke it was agreed to note the contents of Report dated 19 October 2021 from Mr K Scullion, Assistant Director Facilities Management and Maintenance and the Action Sheet arising from the Christmas Illuminations and Celebrations Group Meeting held on Monday 11 October 2021, and approve the recommendations contained therein as per Section 2.2 – 2.6.**

**It was also agreed:**

- **Council contact Newry Cathedral administrators requesting they consider allowing public access to view the Crib this coming Christmas**
- **Council Officials to examine the sustainable Christmas trees in Culloville and Crossmaglen, and if necessary, add these two locations to the list for replacement sustainable trees..**

#### **NS/149/2021: REPORT RE: COUNCIL SITES RECEIVING GREEN FLAG AWARDS**

At the Council Meeting held on 01 November 2021, in relation to NS/148/2021: Christmas Illuminations, it was agreed to note that Councillor Casey's proposal was to contact the Cathedral administrators requesting they open the garden to the public to allow them access to the Crib, rather than just view the Crib.

Read: Report dated 19 October 2021 from Mr K Scullion, Assistant Director Facilities Management and Maintenance regarding 5 No. Council sites which have received the Green Flag Award 2021-2022 following inspections by Tidy NI in August/September 2021.  
***(Circulated)***

Councillors extended congratulations to all the Council sites who received Green Flag Awards and reference was made to the inclusion of other areas in the District which could be considered for these awards but which required improvements, ie, Newcastle Harbour.

**AGREED:** On the proposal of Councillor Andrews seconded by Councillor Casey it was agreed to note the contents of Report dated 19 October 2021 from Mr K Scullion, Assistant Director Facilities Management and Maintenance regarding 5 No. Council sites which have received the Green Flag Award 2021-2022, and the Special Green Flag Heritage Award, following inspections by Tidy NI in August/September 2021, as follows:

- Kilbroney Park Rostrevor
- Slieve Gullion Forest Park
- Warrenpoint Municipal Park (Heritage)
- Delamont Country Park
- Newry Canal (Heritage)

**It was also agreed Mr Scullion address the following issues:**

- 1. Report back to the Neighbourhood Services Committee regarding Council invitations to the Green Flag Award presentation ceremony.**
- 2. Investigate Tidy NI criteria for Green Flag awards with the view to possibly having Newcastle Harbour included for future consideration for a Green Flag award.**
- 3. To update Councillor H McKee regarding a clean-up at Kilkeel River.**

**NS/150/2021: REPORT RE: SOCIAL ENTERPRISE PARTNERSHIP OFFER - PLANTING TREES ON COUNCIL LAND**

Read: Report dated 19 October 2021 from Mr K Scullion, Assistant

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Director Facilities Management and Maintenance regarding Social Enterprise Partnership offer for planting of trees on Council lands.  
***(Circulated)***

**AGREED:**                   **On the proposal of Councillor Clarke seconded by Councillor Andrews it was agreed as follows:**

- a) Council seek through an expression of interest exercise, to form a partnership with a not for profit organisation who would link Council with individuals who wish to have a tree or trees, planted on Council designated land. The agreement to be for an initial two year period and may be extended for a further two years subject to Council approval.**
- b) Officers to determine suitable sites and tree species for the scheme.**
- c) Any agreement to be formalised through a Licence Agreement drawn up by Council Legal Advisors.**
- d) It was agreed Mr J McBride Director Neighbourhood Services (Acting) refer a request for Dunleath Park to be included for the tree planting scheme, to the Active & Healthy Communities directorate.**

## **WASTE MANAGMENT**

**NS/151/2021:           PROVISION OF RESTRICTED ACCESS LITTER BINS**

Read:                   Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding the roll out of restricted access litter bins across the District. ***(Circulated)***.

**AGREED:**                   **On the proposal of Councillor Curran, seconded by Councillor Clarke, it was agreed to approve the plan for the location of restricted access litter bins in the District, as outlined in Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management.**

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**It was also agreed Ms S Murphy contact Councillor McKee regarding the inclusion of Moor Road Kilkeel for a litter bin.**

(18.44 – Councillor G Malone left the meeting)

### **EXEMPT INFORMATION ITEMS**

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

Items 18 and 19 are deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 – information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

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

#### **NS/152/2021: MINUTES OF ARC 21 'IN COMMITTEE' JOINT COMMITTEE MEETING – THURSDAY 26 AUGUST 2021**

Read: Minutes of Arc 21 'In Committee' Joint Committee Meeting held on Thursday 26 August 2021. *(Circulated)*.

#### **NS/153/2021: BIODIVERSITY PEDESTRIAN COLLECTION MOWER**

Read: Report dated 19 October 2021 from Mr K Scullion Assistant Director Facilities Management and Maintenance regarding a Business Case for the purchase of a Biodiversity Collection Mower part funded by DAERA. *(Circulated)*.

#### **NS/154/2021: FLEET REPLACEMENTS (CAPITAL)**

Read: Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding the replacement of permanent service vehicles, and seek approval for Business Case and Economic Appraisal to proceed with procurement of Refuse Collection Vehicles in compliance with Council Procurement Policy and Corporate Governance. *(Circulated)*

#### **NS/155/2021: FLEET OPERATORS LICENCE - FLEET MANAGEMENT ACTION PLAN**

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Read: Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding an update on the Fleet Operator's Licence and status of the Fleet Management Action Plan. ***(Circulated)***

**NS/156/2021: REPORT RE: RESIDUAL WASTE PRICE INCREASE**

Read: Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding increase in price of residual wastes collected at HRC sites located in the former Down District Council area, ie, Downpatrick, Ballynahinch and Castlewellan. ***(Circulated)***

**NS/157/2021: SAFETY TRAINING  
RE: WORK ON PUBLIC HIGHWAYS**

Read: Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding a Business Case for the procurement of a contract for the delivery of LANTRA Sector Scheme 12 D Training. ***(Circulated)***

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

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

NS/152/2021 - Minutes of Arc21 'In Committee' Joint Committee  
– Thursday 26 August 2021

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**AGREED: On the proposal of Councillor Murphy seconded by Councillor Magennis, it was agreed to note Minutes of Arc21 'In Committee' Joint Committee Meeting held on Thursday 26 August 2021.**

**AGREED: On the proposal of Councillor McKevitt seconded by Councillor Casey it was agreed that representatives from both Arc21 and Regen be invited to make presentations to the Neighbourhood Services Committee.**

NS/153/2021 – Biodiversity Pedestrian Collection Mower

At the Council Meeting held on 01 November 2021, in relation to NS/148/2021: Christmas Illuminations, it was agreed to note that Councillor Casey's proposal was to contact the Cathedral administrators requesting they open the garden to the public to allow them access to the Crib, rather than just view the Crib.

**AGREED:**           **On the proposal of Councillor Curran seconded by Councillor Clarke it was agreed to approve the recommendations contained in the Business Case for the purchase of a Ride-on Collection Biodiversity Mower, as per option 3, ie, Purchase high powered compact collection mower to enable biodiverse and re wilded grass cutting with aid of DAERA funding.**

NS/154/2021 – Fleet Replacements (Capital)

**AGREED:**           **On the proposal of Councillor Andrews seconded by Councillor Murphy it was agreed to approve the Business Case and Economic Appraisal as per Appendix 1, contained in Report dated 19 October 2021, from Ms S Murphy Acting Assistant Director Waste Management, for the replacement of Refuse Collection Vehicles that have been identified as requiring priority replacement by 31 March 2023.**

NS/155/2021 – Fleet Operators Licence – Fleet Management Action Plan

**AGREED:**   **On the proposal of Councillor McKee seconded by Councillor Magennis it was agreed to approve the Fleet Management Action Plan Update dated 14 October 2021.**

NS/156/2021 – Residual Waste Price Increase

**AGREED:**   **On the proposal of Councillor Murphy seconded by Councillor Magennis it was agreed to note the price increase for the collection, treatment and processing of HRC residual waste, as set out in Section 2.1 of Report dated 19 October 2021 from Ms S Murphy Acting Assistant Director Waste Management.**

NS/157/2021 – Safety Training – work on public highways

**AGREED:**   **On the proposal of Councillor Andrews seconded by Councillor Murphy it was agreed to approve the Business Case to procure a contract for delivery of LANTRA Sector Scheme 12D Training.**

**FOR NOTING**



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**NS/158/2021: ARC21 JC MINUTES  
THURSDAY 26 AUGUST 2021**

Read: Arc21 JC Meeting Minutes held on 26 August 2021 *(Circulated)*.

**AGREED: On the proposal of Councillor C , seconded by Councillor it was agreed to mark this correspondence noted.**

**NS/159/2021: ARC21 JOINT COMMITTEE MEMBERS' MONTHLY BULLETIN  
THURSDAY 30 SEPTEMBER 2021**

Read: Arc21 Joint Committee Members' Monthly Bulletin held on Thursday 30 September 2021 *(Circulated)*.

**AGREED: On the proposal of Councillor Magennis seconded by Councillor Curran it was agreed to mark this correspondence noted.**

**NS/160/2021: CLIMATE CHANGE SUMMIT**

Read: Joint Workshop for Public Representatives and Council Management regarding community based climate action, to be held on Thursday 11 November 2021. *(Circulated)*.

**AGREED: On the proposal of Councillor Magennis seconded by Councillor Curran it was agreed to note details for a Joint Workshop for Public Representatives and Council Management regarding community based climate action, to be held on Thursday 11 November 2021.**

**NS/161/2021: SCHEME OF DELEGATION**

Read: Report dated 19 October 2021 from Mr J McBride Director Neighbourhood Services (Acting) regarding decisions taken by the Director of Neighbourhood Services (Acting) from 01 April 2021 to 30 September 2021. *(Circulated)*

**AGREED: On the proposal of Councillor Magennis seconded by Councillor Curran it was agreed to note decisions taken by the Director of Neighbourhood Services (Acting) from 01 April 2021 to 30 September 2021.**

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**NS/162/2021: HISTORIC ACTIONS TRACKING SHEET**

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

**AGREED: On the proposal of Councillor Magennis seconded by Councillor Curran , it was agreed the Historic Actions Tracking Sheet of the Neighbourhood Services Committee Meetings be noted and actions removed as marked.**

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

For adoption at the Council Meeting to be held on Monday 01 November 2021.

**Signed: Councillor K Owen**  
**Chairperson of Neighbourhood Services Committee**

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