

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

**Minutes of Neighbourhood Services Committee Meeting held on Tuesday 21 December 2021 at 6.00pm in the Mourne Room. Downshire Civic Estate, Downpatrick and via MS Teams.**

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

**Members:** Councillor T Andrews (Chamber)  
Councillor C Casey (Teams)  
Councillor W Clarke (Teams)  
Councillor D Curran (Chamber)  
Councillor A Finnegan (Teams)  
Councillor G Malone (Teams)  
Councillor D Murphy (Teams)  
Councillor O Magennis (Teams)  
Councillor K McKeivitt (Teams)  
Councillor M Ruane (Teams)  
Councillor H McKee (Chamber)  
Councillor G Stokes (Teams)  
Councillor D Taylor (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 (Acting)  
Ms P McKeever, Democratic Services Officer  
Ms C McAteer, Democratic Services Officer

**Also in attendance:** Mr A Cassells SIB Advisor to Neighbourhood Services

### **NS/182/2021: APOLOGIES AND CHAIRPERSON'S REMARKS**

No apologies were received.

### **NS/183/2021: DECLARATIONS OF "CONFLICTS OF INTEREST"**

No declarations of conflicts of interest were made.

**NS/184/2021: ACTION SHEET OF THE NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON TUESDAY 16 NOVEMBER 2021**

Read: Action Sheet of the Neighbourhood Services Committee Meeting held on Tuesday 16 November 2021. *(Circulated)*.

**AGREED: On the proposal of Councillor Andrews, seconded by Councillor Curran, it was agreed the Action Sheet of the Neighbourhood Services Committee Meeting held on Tuesday 16 November 2021 be noted and actions removed as marked.**

Matters arising from Action Sheet

- In response to a query, Mr McBride confirmed he had made contact with Arc21 and Regen regarding an invitation to make presentations to the Neighbourhood Services Committee. He said he would confirm specific dates in the new year but that the presentation from Regen would have to be made via a Workshop rather than to Committee, as they tendered for Council service.

**FOR CONSIDERATION AND/OR DECISION**

**NS/185/2021: NEIGHBOURHOOD SERVICES WORKING GROUP – REVISED TERMS OF REFERENCE**

Read: Report dated 21 December 2021 from Mr J McBride re: Neighbourhood Services Working Group – Revised Terms of Reference. *(Circulated)*.

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

- **To note contents of this report.**
- **To approve the updated Terms of Reference for the Neighbourhood Services Working Group.**
- **Agree to the setting up of a Meeting of the Neighbourhood Services Working Group in January 2022 to agree an initial programme of work for the Working Group for 2022.**

**FACILITIES MANAGEMENT AND MAINTENANCE**

**NS/186/2021: COUNCIL MUNICIPAL CEMETERIES CAPITAL PROGRAMME UPDATED AND REVISED OPERATIONAL MATTERS**

Read: Report dated 21 December 2021 from Mr K Scullion re: Council Municipal Cemeteries Capital Programme updated and revised operational matters. *(Circulated)*.

**AGREED:** **On the proposal of Councillor McKevitt, seconded by Councillor Ruane, it was agreed to note the content of this report.**

**AGREED:** **At the request of Councillor Ruane it was agreed Mr Scullion investigate an issue regarding the opening/closing of the gates at Warrenpoint Cemetery and report back to the Neighbourhood Services Committee with proposals on how to manage this site.**

**NS/187/2021:** **MAINTENANCE OF NEWRY CANAL FROM FEARON'S LOCK TO REILLY'S LOCK**

Read: Report dated 21 December 2021 from Mr K Scullion, Assistant Director Facilities Management and Maintenance regarding maintenance of Newry Canal from Fearon's Lock to Reilly's Lock. *(Circulated)*

**AGREED:** **On the proposal of Councillor Casey, seconded by Councillor Taylor, it was agreed to note the content of this report.**

**AGREED:** **It was also agreed Mr J McBride, Director, liaise with the Director of ERT to ensure that Neighbourhood Services officers were involved in the agreed joint working partnership with Armagh, Banbridge and Craigavon Council and Inland Waterways for the future development of Newry Canal. Mr McBride to give an update at the January NS Committee Meeting.**

**It was noted the Minister for Infrastructure had previously announced details of a £20m fund for blue/green sustainable infrastructure projects and Members said the development of Newry Canal could be suitable for funding from this programme and it was essential all partners worked together to ensure a programme of works was developed.**

## **WASTE MANAGMENT**

**NS/188/2021:** **ELECTED MEMBER DISTRICT CLEANSING WORKSHOP**

Read: Report dated 21 December 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding Elected Member District Cleansing Workshop held on 24 November 2021, to consider high level options operations for a review of the Council's District Cleansing Operations. *(Circulated)*.

**AGREED: On the proposal of Councillor Clarke, seconded by Councillor Andrews, it was agreed to approve the report and recommendations of the Elected Member District Cleansing Workshop held on 24 November 2021 that:-**

- **A report of the workshop be presented at the next meeting of the Neighbourhood Services Committee on 21 December 2021.**
- **A follow up workshop with various sub options for Option 3 to be presented for consideration to Elected Members in February 2022.**
- **A final report to be presented at a future meeting of the Neighbourhood Services Committee.**

In response to concerns raised by Members regarding the delay in not having the next Workshop until February, Ms Murphy said officers were working up the detail in terms of the sub options and until the final model on future services was agreed, it could not be determined what budget would be required. It was noted also that Members expressed the view that the Department needed to work smarter on how they provided services and it was not just a matter of allocating additional funding.

**AGREED: It was agreed Officers look at holding the follow-up Workshop in early February if they had the capacity to do so and that the Workshop be held in the evening to enable Members who worked to attend.**

**NS/189/2021: FLEET REPLACEMENT PROGRAMME UPDATE**

Read: Report dated 21 December 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding fleet replacement programme update. *(Circulated)*

**AGREED: On the proposal of Councillor Andrews, seconded by Councillor Clarke, it was agreed to note the content of this update report.**

In response to concerns raised by Members regarding potential delays between ordering new fleet and getting delivery, Ms Murphy confirmed that there was an expectation of delays on delivery, perhaps up to 12 months. Officers had taken this into account when preparing budgets for this year.

Mr McBride said delivery times was something that officers could not control but they

could ensure that the procurement exercise was completed as quickly as possible on the vehicles ordered and there were business cases later on on the agenda looking to move forward on different types of vehicles. He said once the vehicles were ordered officers would be doing everything in their power to make sure the estimated delivery times were reduced and minimised as much as possible.

## **EXEMPT INFORMATION ITEMS**

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

Items 9, 10, 11, 12 and 13 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 Curran, seconded by Councillor McKee, it was agreed to exclude the public and press from the meeting during discussion on these items.**

**NS/190/2021: MINUTES OF ARC 21 'IN COMMITTEE' JOINT COMMITTEE MEETING – THURSDAY 28 OCTOBER 2021**

Read: Minutes of Arc 21 'In Committee' Joint Committee Meeting held on Thursday 28 October 2021. (*Circulated*).

**NS/191/2021: ARC 21 'IN COMMITTEE' MEMBERS' MONTHLY BULLETIN – 7 DECEMBER 2021**

Read: Arc 21 'In Committee' Members' Monthly Bulletin – 7 December 2021. (*Circulated*).

**NS/192/2021: BUSINESS CASE FOR REPLACEMENT OF THE AIR CONDITIONING WATER CHILLER AT THE DOWNSHIRE CIVIC CENTRE**

Read: Report dated 21 December 2021 from Mr K Scullion, Assistant Director Facilities Management and Maintenance regarding business Case for replacement of the air conditioning water chiller at the Downshire Civic Centre (*Circulated*).

**NS/193/2021: BUSINESS CASE FOR MEDIUM-SIZED CHASSIS CAB AND CLEANSING SWEEPER VEHICLE REPLACEMENTS**

Read: Report dated 21 December 2021 from Ms S Murphy Acting Assistant Director Waste Management regarding business case for

medium-sized chassis cab and cleansing sweeper vehicle replacements. ***(Circulated)***.

**NS/194/2021: BUSINESS CASE FOR STRANGFORD ROAD BIN CANOPY**

Read: Business Case from Mr J McBride, Director: Neighbourhood Services (Acting) regarding Strangford Road Bin Canopy. ***(Circulated)***.

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

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

NS/190/2021 – Minutes of ARC21 'In Committee' Joint Committee Meeting – Thursday 28 October 2021

**AGREED: On the proposal of Councillor Magennis, seconded by Councillor Curran, it agreed to note the Arc21 'In Committee' Joint Committee Meeting Minutes held on Thursday 28 October 2021.**

NS/191/2021 – Arc21 Joint Committee Members' Monthly Bulletin held on 7 December 2021

**AGREED: On the proposal of Councillor Curran, seconded by Councillor Finnegan, it agreed to note the Arc21 2021 Joint Committee Members' Monthly Bulletin held on 7 December 2021.**

NS/192/2021: – Business case for replacement of the air conditioning water chiller at the Downshire Civic Centre

**AGREED: On the proposal of Councillor Curran , seconded by Councillor Murphy, it agreed to note the content of the report and associated Business Case and accept the conclusion of the Business Case that Option 3 be chosen as the preferred option. Option 3 would see the appointment, through a tender process, of a competent contractor, to supply and install a new air conditioning water chiller.**

NS/193/2021 – Business case for medium-sized chassis cab and cleansing sweeper vehicle replacements

**AGREED:** On the proposal of Councillor Andrews, seconded by Councillor Clarke, it agreed to approve the Business Case at Appendix 1 for the replacement of sixteen 3,500 – 5,000 kg medium-size chassis cab vehicles for refuse and cleansing; facilities management and maintenance; waste processing and active and healthy communities directorate.

**It was also agreed to approve the Business Case and Economic Appraisal in Appendix II for the replacement of nine Cleansing Sweeper Vehicles in the size range 3,600 kg to 12,000 kg GVW that have been identified as requiring priority replacement by 31<sup>st</sup> March 2023.**

(Cllr. Stokes left the meeting)

NS/194/2021 – Business Case for Strangford Road Bin Canopy

**AGREED:** On the proposal of Councillor Curran, seconded by Councillor Andrews, it agreed to note the Business Case for the construction of steel canopy for bin storage at Strangford Road Depot.

#### **FOR NOTING**

**NS/195/2021: ARC21 JC MINUTES  
THURSDAY 28 OCTOBER 2021**

Read: Arc21 JC Meeting Minutes held on 28 October 2021 (*Circulated*).

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

**NS/196/2021: ARC21 JOINT COMMITTEE AGM MEETING MINUTES –  
TUESDAY 9 NOVEMBER 2021**

Read: Arc21 Joint Committee AGM Meeting Minutes – Tuesday 9 November 2021 (*Circulated*).

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

**NS/197/2021: NORTHERN IRELAND LOCAL AUTHORITY COLLECTED  
MUNICIPAL WASTE MANAGEMENT STATISTICS**

Read: Northern Ireland Local Authority Collected Municipal Waste Management Statistics. (*Circulated*).

**AGREED:** On the proposal of Councillor Andrews, seconded by Councillor Curran, it was agreed to note this information.

**NS/198/2021:** **COMMUNICATIONS – REMOVAL OF BAMBOO PLANTING AT KILBRONEY PARK**

Read: Report dated 21 December 2021 from Mr J McBride re: communications into works relating to the removal of bamboo planting in Kilbroney Park, Rostrevor. (*Circulated*)

**AGREED:** On the proposal of Councillor Andrews, seconded by Councillor Curran, it was agreed to note the contents of this report.

**NS/199/2021:** **ISSUE OF FIXED PENALTY NOTICES**

Read: Report dated 21 December 2021 from Ms S Murphy re: update to Council: issue of Fixed Penalty Notices. (*Circulated*).

**AGREED:** On the proposal of Councillor Andrews, seconded by Councillor Curran, it was agreed to note the contents of this report.

**NS/200/2021:** **HISTORIC ACTIONS TRACKING SHEET**

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

**AGREED:** On the proposal of Councillor Andrews, 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 7.00 pm.

For adoption at the Council Meeting to be held on Monday 10 January 2022.

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

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