

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Minutes of Neighbourhood Services Committee Meeting held on Tuesday 20 August 2019 at 6.00pm in the Boardroom, District Council Offices, Monaghan Row, Newry

Chair: Councillor H Harvey

Deputy Chair: Councillor G Stokes

Members:

Councillor T Andrews	Councillor D Curran
Councillor V Harte	Councillor T Hearty
Councillor L Kimmins	Councillor O Magennis
Councillor G Malone	Councillor C Mason
Councillor H McKee	Councillor K McKeivitt
Councillor D Taylor	

Officials in Attendance: Mr R Moore, Director of Neighbourhood Services
Mr J Parkes, Assistant Director, Waste Management
Mr J McBride, Assistant Director, Waste Management (Acting)
Mr K Scullion, Assistant Director Facilities Management and Maintenance
Ms C McAteer, Democratic Services Officer

NS/030/2019: APOLOGIES AND CHAIRPERSON'S REMARKS

Councillor J Tinnelly and Councillor Clarke.

NS/031/2019: DECLARATIONS OF "CONFLICTS OF INTEREST"

There were no declarations of Conflicts of Interest.

NS/032/2019: ACTION SHEET OF THE NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 19 JUNE 2019

Read: Action Sheet of the Neighbourhood Services Committee Meeting held on Wednesday 19 June 2019. (*Circulated*).

Agreed: On the proposal of Councillor Kimmins, seconded by Councillor Curran, it was agreed the Action Sheet of the Neighbourhood Services Committee Meeting held on Wednesday 19 June 2019 be noted and actions removed as marked.

Agreed: Arising from the Action Sheet, Councillor Andrews advised that Councillor Stokes and Councillor McKeivitt were the SDLP representatives on the Neighbourhood Services Working

Group and Councillor Curran and Councillor Andrews were the SDLP representatives on the Sustainability and Climate Change Forum.

FOR CONSIDERATION AND/OR DECISION

NS/033/2019: NOTICE OF MOTION

(Councillor M Gibbons and Councillor B O Muiri were invited to be in attendance for discussion on this item)

The following Notice of Motion came forward for consideration in the names of Councillors Gibbons and O'Muiri:-

“Newry, Mourne & Down District Council will introduce a pilot scheme, similar to the NI Water led initiative #Refillution, and will actively promote the personal use of reusable water bottles and facilitate water refill stations – initially in Warrenpoint & Rostrevor – and then throughout the District as part of its ongoing commitment to the environment.”

Noted: It was noted the Notice of Motion was referred from the Council Meeting held on 1 July 2019.

Read: Report dated 20 August 2019 from Mr Roland Moore, Director of Neighbourhood Services regarding the Notice of Motion. ***(Circulated)***

AGREED: **On the proposal of Councillor Stokes, seconded by Councillor Kimmins, it was agreed the previously established cross-departmental Officer Working Group develop an action plan for the Motion and report back to the Sustainability and Climate Change Working Group and relevant Committee(s) for approval.**

NS/034/2019: REPORT RE: URBELAC TRIP

Read: Report dated 20 August 2019 from Mr Roland Moore, Director of Neighbourhood Services regarding the URBELAC Network (Fourth Edition) – 3rd Meeting Maribor. ***(Circulated)***

AGREED: **On the proposal of Councillor McKeivitt, seconded by Councillor Stokes, it was agreed as follows:**

- (1) The Council continue its commitment to the URBELAC (4th Edition) and attendance at the next meeting in Hermosillo (Nov 2019).**
- (2) The Council continue to play an active role in the development of the manifesto by answering the questions posed by Professor Laura Gavinelli by the end Sept 2019.**

(3) Once completed the Council will endeavour to promote elements of circular economy within the Council area.

NS/035/2019: SCHEME OF DELEGATION REPORT

Read: Report dated 19 June 2019 from Mr Roland Moore, Director of Neighbourhood Services re: Scheme of Delegation Report.
(Circulated)

AGREED: **On the proposal of Councillor Kimmins, seconded by Councillor Stokes, it was agreed to note Report dated 19 June 2019 from Mr Roland Moore, Director of Neighbourhood Services regarding the Scheme of Delegation Report for period 1 October 2018 to 31 July 2019.**

FACILITIES MANAGEMENT AND MAINTENANCE

**NS/036/2019: DEFECTIVE WALL
- SHIMNA RIVER NEWCASTLE**

Mr Scullion gave a verbal update regarding the defective wall at Shimna River. He advised the technical report had been received from the Structural Engineer which confirmed a 15m section of the wall was moving outwards due to pressure of the retaining bank behind it. The wall had moved out about 10-15 cm at the bottom and about 30 cm at the top. There was also some erosion at the base of the wall itself.

Mr Scullion said that downstream of this location there has also been some movement of the sloping stone bank armouring and the retaining wall had cracked and broke, however stone armouring to the water side of the wall was restricting movement. There was not the same concern in relation to this section.

Mr Scullion advised the main recommendation from the report was to undertake works to the 15m section of wall by placing stone armoury to the river side to give it some level of protection and prevent further degradation. This would allow the area behind to be dug out and the wall could then be physically moved back into its original position. He said the downstream section would be monitored going forward to see what movement was taking place over time and act on it.

Mr Scullion said they had consulted with Rivers Agency and the works would require a Section 6 Application to be submitted to Rivers Agency for permission to undertake works within a water course – there would be a 3-month period from submission of the application before works could commence.

Mr Scullion said officers were currently working with the Structural Engineer to agree final costs including using their services to undertake a final design; assisting with the appointment of a contractor through a tender process and signing off on the works once completed. He anticipated having these costs by the end of the week and officials would take a view on it once all costs were available.

AGREED: It was unanimously agreed to note this update.

**NS/037/2019: OFFICIAL OPENING
- LOUGH INCH CEMETERY**

Read: Report dated 20 August 2019 from Mr Kevin Scullion, Assistant Director Facilities Management & Maintenance regarding the Official Opening of Lough Inch Cemetery. ***(Circulated)***

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

- (a) To proceed with an Official Opening Ceremony for the new Section in Lough Inch Cemetery Ballynahinch, as detailed in Report dated 20 August 2019 from Mr K Scullion Assistant Director, Facilities Management & Maintenance.**
- (b) To permit only 2 burials per plot in Lough Inch Cemetery within Phase II of the Cemetery.**

WASTE MANAGEMENT

**NS/038/2019: HOUSEHOLD RECYCLING CENTRES (HRCs)
REVIEW (PHASE 1)**

Read: Report dated 20 August 2019 from Mr J McBride, Assistant Director Waste Management (Acting) regarding the Review of operations at Household Recycling Centres – Phase 1. ***(Circulated)***.

Mr McBride responded to queries/comments from Members as follows:-

- The 25kgs limit for rubble waste could not be increased as this waste was categorised as Industrial Waste and increased loads could not be accepted at HRCs in line with license conditions. Any variation to this had the potential to increase residual waste tonnages, thereby increasing costs and undermining recycling efforts.
- Proposals were included to increase the number of household doors from 4 to 8 per household.
- Officials had researched what other Councils in NI were doing and this was included in Appendix IV WRAP Guidance.
- Illegal dumping/fly tipping especially on rural rounds surrounding HRCs – a Communications Plan would be published in the run up to the introduction of the new policies, especially in the former legacy Down area. There would be a period of grace of 31 days from the implementation date to allow users to become familiar with the new Policies and new signage would be erected in HRCs. Roads surrounding the HRCs would be monitored to ensure there was no increase in dumping/fly tipping after the new Policies were in place.

- Officials would look at the HRCs in Crossmaglen and Newtownhamilton being able to accept paint tins as part of Phase 2 of the review and report back to Committee.
- The pilot project for accepting old mattresses had to-date been very successful and officials would bring a report back to Committee on extending this pilot project.

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

- (a) New policies (provided at Appendix II) governing access to and the usage of the Council’s HRCs, with an effective implementation date of the 1 October 2019 (1 November 2019 for the commercial permit system).**
- (b) To schedule the official opening of the new Downpatrick HRC facility on a date in late September / early October 2019.**

NS/039/2019: REFUSE COLLECTION FLEET BUSINESS CASE

Read: Report dated 20 August 2019 from Mr J McBride, Assistant Director Waste Management (Acting) regarding the Refuse Collection Fleet Business Case. ***(Circulated)***.

Mr McBride responded to queries from Members in relation to concerns about the costs of vehicle rental' value for money for ratepayers; details of the current vehicle fleet and it's capacity and the implications of the Council's fleet renewal policy.

AGREED: **On the proposal of Councillor Curran, seconded by Councillor Andrews, it was agreed to approve the Refuse Collection Fleet Business Case as per Report dated 20 August 2019 from Mr J McBride, Assistant Director Waste Management (Acting).**

NS/040/2019: DAERA NI LOCAL AUTHORITY COLLECTED MUNICIPAL WASTE MANAGEMENT STATISTICS

Read: DAERA Northern Ireland Local Authority Collected Municipal Waste Management Statistics quarterly provisional estimates for January to March 2019. ***(Circulated)***.

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

NS/041/2019: DAERA HOUSEHOLD WASTE RECYCLING COLLABORATIVE CHANGE PROGRAMME (2019-2022)

Read: Report dated 20 August 2019 from Mr J McBride, Assistant Director, Waste Management (Acting) re: update on the DAERA Household Waste Recycling Collaborative Change Programme (2019-2022) which intended to provide capital funding assistance

for local Councils to improve recycling infrastructure and services.
(Circulated).

Members raised the following issues:-

- The Council should consider participating in the Apprenticeship and Youth Justice Programmes.
- The Council needed to have a hard-hitting campaign and enforcement action against dog fouling.

AGREED: It was unanimously agreed to note the above report.

**NS/042/2019: KEEP NI BEAUTIFUL (KNIB)
CLEANER NEIGHBOURHOODS REPORT 2018-19**

Read: Report dated 20 August 2019 from Mr J McBride, Assistant Director, Waste Management (Acting) re: summary of the issues for the Council arising from the annual Keep NI Beautiful: Cleaner Neighbourhoods Report 2018 – 2019. **(Circulated)**

AGREED: It was unanimously agreed to note the above report.

NS/043/2019: APSE SERVICE AWARDS 2019

Read: Report dated 20 August 2019 from Mr J McBride, Assistant Director, Waste Management (Acting) regarding APSE Service Awards 2019. **(Circulated)**

AGREED: It was unanimously agreed to note the above report and also noted that the Council had previously agreed that Councillor Andrews would be attending the APSE AGM/Service Awards 2019.

It was unanimously agreed that a Council Officer may also attend the APSE Service Awards 2019.

FOR NOTING

**NS/044/2019: ARC21 JOINT COMMITTEE MEETING
THURSDAY 30 MAY 2019**

Read: Minutes of ARC21 Joint Committee Meeting held on Thursday 30 May 2019. **(Circulated)**

AGREED: On the proposal of Councillor Kimmins, seconded by Councillor Andrews, it was agreed to note the above Minutes.

**NS/045/2019: ARC21 MEMBERS MONTHLY BULLETIN
27 JUNE 2019**

Read: ARC21 Members Monthly Bulletin – 27 June 2019. *(Circulated)*

AGREED: **On the proposal of Councillor Kimmins, seconded by Councillor Andrews, it was agreed to note the ARC21 Members Monthly Bulletin – 27 June 2019.**

NS/046/2019: NIEA RE: DRAFT NILAS RECONCILIATION 2018/2019

Read: Letter dated 25 July 2019 from NIEA regarding the Draft Landfill Allowance Scheme (NILAS) Reconciliation 2018-2019 *(Circulated)*.

AGREED: **On the proposal of Councillor Kimmins, seconded by Councillor Andrews, it was agreed to note the above letter.**

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

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

Councillor Kimmins left the meeting – 7.05 pm.

NS/047/2019: IN COMMITTEE ITEMS FROM ARC 21 JOINT COMMITTEE MINUTES 30 MAY 2019

Read: In Committee items from Arc21 Joint Committee Minutes – 30 May 2019. *(Circulated)*

NS/048/2019: APPOINTMENT OF DESIGN TEAM CEMETERY EXTENSION PROJECTS MONKSHILL / KILBRONEY CEMETERIES

Read: Report dated 20 August 2019 from Mr K Scullion, Assistant Director, Facilities Management & Maintenance, regarding the appointment of a Design Team for Cemetery extension projects at Monkshill and Kilbroney Cemeteries. *(Circulated)*.

NS/049/2019: MAINTENANCE OF TOWN CLOCKS

Councillor Taylor declared an interest in this report (clock at St. Patrick's Church, High Street, Newry) and left the meeting for discussion on this item.

Read: Report dated 20 August 2019 from Mr K Scullion, Assistant Director Facilities Management & Maintenance, regarding the maintenance of Town Clocks. **(Circulated)**.

Councillor Mason left the meeting (7.10 pm).

Councillor Taylor returned to the meeting (7.20 pm).

**NS/050/2019: MAINTENANCE WORKS
KILFEAGHAN LANE**

Read: Report dated 20 August 2019 from Kevin Scullion, Assistant Director, Facilities Management and Maintenance regarding maintenance works to Kilfeaghan Lane. **(Circulated)**

**NS/051/2019: TENDER:
MIXED DRY RECYCLABLE WASTE MATERIAL**

Read: Report dated 20 August 2019 from Johnny McBride, Assistant Director Waste Management (Acting) regarding a tender for the receipt, storage, transfer and haulage of Mixed Dry Recyclables Waste Material. **(Circulated)**

Councillor Curran left the meeting (7.35 pm).

Councillor Andrews proposed and Councillor McKeivitt seconded to come out of closed session.

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

In Committee Items from Arc21 Joint Committee Minutes – 30 May 2019

On the proposal of Councillor McKee, seconded by Councillor Kimmins, it was agreed to note the In-Committee Items from the Arc21 Joint Committee Minutes of 30 May 2019.

**Appointment of Design Team: Cemetery Extension Projects
Monkshill / Kilbroney Cemeteries**

On the proposal of Councillor McKeivitt, seconded by Councillor McKee, it was agreed to note the content of the report dated 20 August 2019 and associated Business Case and to approve the conclusion of the Business Case that Option 3 be chosen as the preferred option in taking forward Phase 3 of Monkshill Municipal Cemetery and Phase 2 of Kilbroney Municipal Cemetery. Option 3 will see the appointment, through a tender process, of a competent Design Team who will provide technical support required to assist the Council in taking forward these projects.

Maintenance of Town Clocks

On the proposal of Councillor Hearty, seconded by Councillor McKeivitt, it was agreed to note the content of the report dated 20 August 2019 and to agree to appoint a suitably qualified contractor to undertake a condition report on the 6 clocks referred to in the report to establish the current condition of the clocks, how they operate and likely future maintenance requirements. It was also agreed to approve the continuation of financial support to maintain the two clocks referred to above which are not in Council ownership.

It was also agreed to include the Town Clock at the Arts Centre, Downpatrick as part of the condition survey.

Maintenance Works – Kilfeaghan Lane, Killowen

On the proposal of Councillor McKee, seconded by Councillor McKeivitt, it was agreed to note the content of the report dated 20 August 2019 and with agreement of landowners along the upper section of Kilfeaghan Laneway (0.3 miles) the Council to undertake maintenance of this surface to bring it into reasonable condition for vehicular and pedestrian access.

It was also agreed that the Council's AHC Directorate consider its continued need to retain the Kilfeaghan Picnic Area as one of its outdoor facilities. The assessment to include current usage of this facility. If deemed required, then the Council seek to agree with landowners along the lane how best the lane could be maintained to allow safe access and egress along the lane to the Amenity Area.

Should the Council agree to continue to provide this facility then Council Officers to investigate sources of funding which may be available for the future maintenance of the laneway and a report be brought back on these issues to a future Committee Meeting for consideration.

Tender: Receipt, storage, transfer and haulage - Mixed Dry Recyclable Waste Material

On the proposal of Councillor McKeivitt, seconded by Councillor Hearty, it was agreed to note the content of the report dated 20 August 2019 and agree to the recommendation of Arc21 to award a contract to the Company named in the report for the delivery of a service for the Receipt, Storage, Transfer and Haulage of the Council's Mixed dry Recyclables (MDR) waste at a contract rate specified in the report (2.2) (exc VAT) (subject to pre-award conditions being met).

There being no further business the meeting ended at 7.40 pm.

For adoption at the Council Meeting to be held on Monday 2 September 2019.

Signed: Councillor Harvey
Chairperson of Neighbourhood Services Committee

Signed: Mr R Moore
Director of Neighbourhood Services