



March 23rd, 2023

Notice Of Meeting

You are invited to attend the Sustainability and Environment Committee Meeting to be held on **Tuesday, 21st March 2023 at 6:00 pm** in **Boardroom Monaghan Row Newry** and via **Microsoft Teams**.

Committee Membership 2022-2023:

- Councillor O Magennis (Chairperson)
- Councillor T Andrews (Deputy Chairperson)
- Councillor C Bowsie
- Councillor W Clarke
- Councillor D Curran
- Councillor A Finnegan
- Councillor C King
- Councillor G Malone
- Councillor K McKevitt
- Councillor A McMurray
- Councillor D Murphy
- Councillor G Stokes
- Councillor D Taylor
- Councillor M Ruane
- Councillor J Tinnelly

Agenda

1.0 Apologies and Chairperson's remarks.

- Apology Cllr. Stokes

2.0 Declarations of “Conflict of Interest”.

3.0 Action Sheet of the Sustainability and Environment Committee Meeting held on 22 February 2023. (Attached).

📎 *SE Action Sheet - 22 February 2023 KS SM.pdf*

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Facilities Management and Maintenance

4.0 Notice of Motion - MOU Dfi Roads; Roads and Footpath Maintenance during cold snaps. (Attached).

📎 *Notice of Motion Dfi MoU.pdf*

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📎 *Appendix 1 MOU with Dfi Roads Treatment of snow and ice.pdf*

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5.0 Review of Translink Bus Shelter Requests. (Attached).

📎 *Report - Review of Translink Bus Shelter Requests.pdf*

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6.0 Review of Bus Shelter requests being action by Council. (Attached).

📎 *Report - Review of Bus Shelter requests being actioned by Council.pdf*

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📎 *Appendix 1 Assessment of Bus Shelter Applications March 2023.pdf*

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Waste Management

7.0 2023/24 Public Holiday Arrangements and Refuse Collection Calendars. (Attached).

📎 *SE Committee - 2023-24 Public Holiday Arrangements and Refuse Collection Calendars 21.03.23.pdf*

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8.0 Circular Economy Consultation response. (Attached)

📎 *Item 8 Report - Draft Circular Economy Stragy for NI Consulation Response 21.03.23.pdf*

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9.0 Removal of bring bottle sites. (Attached)

Item 9 re Report - Bring banks 21.03.23.pdf

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Facilities Management and Maintenance

10.0 Use of herbicides across the Council Estate. (Attached).

Report - Use of herbicides across the Council Estate - Copy.pdf

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Start of Closed Session

For Decision - Exempt Information Items

11.0 Town Clocks - proposals for consideration. (Attached).

This item is 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

Report - Town Clocks Proposals for consideration (002).pdf

Not included

12.0 Business Case for the demolition of Albert Basin Store and associated environmental clean. (Attached).

This item is 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

Report Demolition of Albert Basin Store and associated environmental clean_.pdf

Not included

Appendix 1 Demolition of Albert Basin Store and associated environmental clean_.pdf

Not included










Associated Documents with Business Case.pdf

Not included

13.0 Business Case for replacement vehicles 2023-2025. (Attached)

This item is 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

 Item 13 Rpt re Business case Economic Appraisals for replacement vehicles 2023-2025.pdf	Not included
 Item 13 Appendix 2 - Full Economic Appraisal RCV.pdf	Not included
 Item 13 Appendix 3 - Full Economic Appraisal Mechanical Sweepers.pdf	Not included
 Item 13 Appendix 4 - Full business case medium sized chassis cabs 3.5-7.5 tonnes.pdf	Not included
 Item 13 Appendix 5 - Full Business Case EV Vans.pdf	Not included
 Item 13 Appendix 6 - Full Business Case small and large Vans.pdf	Not included
 Item 13 Appendix 7 - Full Business Case 4 x Four by four vehicles.pdf	Not included
 Item 13 Appendix 8 - Business Case - Two ATV vehicles.pdf	Not included
 Item 13 Appendix 9 - Business Case - Two ride-on mowers.pdf	Not included

14.0 Business case for replacement of skips and compactors at HRCs. (Report has been deferred)

This report is being deferred

15.0 Retaining wall at Downpatrick HRC (Attached)




This item is 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

 SE Committee Report - Retaining wall at Downpatrick HRC site 21.03.23.pdf	Not included
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For Noting - Exempt Information Items





16.0 Feasibility Report - proposed public toilet in the village of Killough. (Attached).

This item is 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

 <i>Feasibility Report Proposed Public Toilet in the village of Killough V1.pdf</i>	<i>Not included</i>
 <i>Appendix 1 Killough Public Toilets Feasibility Study.pdf</i>	<i>Not included</i>
 <i>Appendix 2 Killough Public Toilet Report and Business Case October 2020.pdf</i>	<i>Not included</i>

17.0 Arc21 Joint Committee Members' Monthly Bulletin held on 23 February 2023. (Attached).

This item is 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


 <i>JC077-23Feb23-JC MembersBulletin.F.pdf</i>	<i>Not included</i>
 <i>(m)JC077-23Feb23-Item12-AppD-arc21ReferencesInDraftCESFNI-ResponseTemplate.pdf</i>	<i>Not included</i>
 <i>Ref in Item5-Nov22-Air&SpaceEvidence-HWRC-BookingSystems&IncidentsOfFly-tipping.pdf</i>	<i>Not included</i>
 <i>JC077-28Feb23-part combined papers.pdf</i>	<i>Not included</i>

End of Closed Session

Correspondence Received


18.0 Keep Recycling Local - presentation on recycling and the circular economy. (Correspondence attached).

Rec: Officers to meet with Mr M Storey, Consultant, Keep Recycling Local

 <i>Keep Recycling Local Presentation Request - Newry, Mourne and Down District Council .pdf</i>	<i>Page 59</i>
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For Noting

19.0 Historical Action Sheet. (Attached).

 <i>SE Historic Actions Tracker Sheet (updated March 2023) ks SM.pdf</i>	<i>Page 61</i>
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ACTION SHEET ARISING FROM SE MEETING HELD ON 22 FEBRUARY 2023

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/012/2023	Monthly Action Sheet	Action Sheet of the Sustainability and Environment Committee Meeting of 25 January 2023 be noted and actions removed as marked.	DSO		Y
FOR CONSIDERATION/DECISION					
SE/013/2023	Sustainability & Environment Directorate Charges for 2023/2024	Agreed to recommend adoption of the Sustainability & Environment Directorate charges as set out in Appendix 1 and 2 for the financial year 2023/24.	K Scullion S Murphy	In Progress	Y
FACILITIES MANAGEMENT AND MAINTENANCE					
SE/014/2023	Control of Japanese Knotweed on land at Mourne Drive, Warrenpoint	Agreed in the interests of public health and whist there was no agreement on the treatment of Japanese knotweed on this land, that Council continue to spray for the control of this invasive species on an annual basis. Council to advise adjacent landowners of the current position	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		including advice from DAERA in relation to their own legal civil remedy.			
WASTE MANAGEMENT					
SE/015/2023	Community Paint Reuse Project and Funding	Agreed to recommend approval for Officers to submit an application to the Paint Reuse Capital Grant Scheme for Northern Ireland, funding by the Department of Agriculture, Environment and Rural Affairs through Community RePaint to set up a Council RePaint Scheme at HRC sites in the District.	S Murphy	Application submitted and funding offer received for £4,400. Project in progress	N
EXEMPT INFORMATION ITEMS					
SE/016/2023	Economic Appraisal for the appointment of a Metal Fabrication and Repair Contractor	Agreed to note the content of the report and associated Economic Appraisal and accept the conclusion of the Economic Appraisal that Option 4 be chosen as the preferred option. Option 4 would see the appointment, through a tender process, of a contractor to provide metal fabrication and repair services. In addition to this an independent Metallurgical and Mechanical Engineering Consultancy Service would be appointed to	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		provide advice to Council Officers on the procurement and management of this service.			
SE/017/2023	Business Case for the monitoring and maintenance of Council Public Space CCTV	<p>Agreed to:-</p> <p>Note the content of the report.</p> <p>Approve the findings of the Business Cases presented.</p> <p>Business Case for Town Centre CCTV Analogue Fiberoptic lines to link Camera system to Monitoring Centre – Approve Option 1 - Continue with analogue line rental with the current provider pending outcome of review of Public Space CCTV for 12-month period under an STA.</p> <p>Business Case for Town Centre CCTV Monitoring – Approve Option 1 - Continue with annual monitoring contract with the current provider for 21 town centre Public Space CCTV cameras for 12-month period under an STA.</p>	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Committee to note that both contracts will be awarded via the use of a STA.			
SE/018/2023	Business Case for the appointment of a contractor to undertake Legionella Control Measures on behalf of the Council	<p>Agreed to:-</p> <p>Note the content of the report.</p> <p>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 undertake a number of duties under the Council's Legionella Management Plan for a three-year period.</p>	K Scullion	In Progress	N
SE/019/2023	Business Case for the appointment of a contractor to undertake asbestos control measures on behalf of the Council	<p>Agreed to:-</p> <p>To note the content of the report.</p> <p>Accept the conclusion of the Business Case that Option 3 be chosen as the preferred option to the appointment, through a tender process, of a competent</p>	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		contractor to undertake a number of duties under the Council's Asbestos Management Plan for a three-year period.			
SE/020/2023	Waste Contract Extensions	<p>Agreed to approve:-</p> <p>The extension of waste collection and processing contracts listed in Appendix 1 in line with the extension end date in the table.</p> <p>The extension of dog holding, kennelling and related services contracts listed in Appendix 2 in line with the extension end date in the table and rate increases in line with CPI.</p>	S Murphy	In progress	N
SE/021/2023	Waste Management – Fleet Replacement Programme	<p>Agreed to:-</p> <p>Approve the four year Capital Replacement Programme for Vehicles for the period 2023-2027 as outlined in the Officers Report.</p>	S Murphy	Fleet business cases to be presented at March 2023 committee meeting	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>Approve the receipt of annual reports on the Fleet Replacement Programme to Committee.</p> <p>Note the approach in relation to the Fleet Replacement Metrics as detailed in the report.</p>			
SE/022/2023	Arc21 Joint Committee Members' Monthly Bulletin – 26 January 2023	Agreed to note the above Bulletin.	A Cassells	Noted	Y
SE/023/2023	Minutes of Arc21 Special In Committee Joint Committee Meeting – 6 December 2022	Agreed to note the above Minutes.	A Cassells	Noted	Y
FOR NOTING					
SE/024/2023	NI Local Authority Collected Municipal Waste Management Statistics for July-September 2022	Agreed to note the above Report	A Cassells	Noted	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/025/2023	Arc21 Joint Committee Meeting Minutes – Tuesday 6 December 2022	Agreed to note the above Minutes	A Cassells	Noted	Y
NS/026/2023	Historic Actions Tracking Sheet	Agreed the Historic Actions Tracking Sheet of the Neighbourhood Services Committee Meetings be noted and actions removed as marked.	DSO	Noted	Y
END					

Report to:	Sustainability & Environment Committee
Date of Meeting:	21 March 2023
Subject:	Notice of Motion; MOU – DfI Roads; Roads and Footpath Maintenance During Cold Snaps
Reporting Officer (Including Job Title):	Andrew Cassells, Director of Sustainability & Environment
Contact Officer (Including Job Title):	Kevin Scullion, Assistant Director Facility Management & Maintenance

Confirm how this Report should be treated by placing an x in either: -

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	<p>The following Notice of Motion in the name of Councillor Clarke, tabled for consideration at the Council Meeting on 6 March 2023, was referred to the Sustainability and Environment Committee in accordance with Standing Order 16.1.6:</p> <p>Notice of Motion MOU – DfI Roads; Roads and Footpath Maintenance During Cold Snaps:</p> <p><i>"That this Council notes recent cold snaps which left many roads and footpaths in the district impassable, accepts the logistical challenges facing the workers with responsibility for gritting and maintaining roads and commends them for their efforts; Recognises the resource implication and the operational impact that such periods of colder weather can have on road services; And Calls on Council to engage with DfI Roads as per the Memorandum of Understanding (MOU) which will ensure our roads and footpaths are maintained during cold snaps and the public are kept safe".</i></p>
2.0	Key Issues
2.1	<p>The Council has a Memorandum of Understanding (MoU) with DfI Roads in relation to the Clearing of busy town centre Footways and Pedestrian areas of snow and ice. The latest version of the MoU is attached as Appendix 1 to this report. Members should note that the MoU has actually expired and will require renewed/extended in due course.</p> <p>Article 8 of the Roads (NI) Order 1993 (the 'Roads Order') of the Roads Order imposes a statutory duty to maintain roads (including footways) adopted for maintenance by the Department. While DfI Roads has no statutory obligation to salt Roads Article 9 of the Roads Order provides the Department with the legal right to exercise a discretionary power to take such steps as it considers reasonable and practicable to prevent snow and ice interfering with the safe passage of persons or vehicles using a road.</p> <p>The purpose of the MoU is to set out the basis of partnering arrangements between DfI Roads and Newry Mourne and Down District Council for the treatment of snow and ice from busy town centre footways during prolonged periods of wintry weather. It is anticipated that footways will generally only be considered for treatment after significant snow and ice events although there may be occasions when footways could be pre-treated if freezing is forecast following heavy rain.</p>

	<p>Neither DfI Roads nor Newry, Mourne and Down District Council have a statutory obligation to salt footways and are not resources for this work but under the MoU footway clearance and salt/grit spreading may be undertaken by DfI Roads and/or Newry, Mourne and Down District Council staff, depending on resources.</p> <p>Appendix 1 of the MoU names the Settlements and their corresponding roads, streets and pedestrian areas that are covered by the MoU and whether the areas are considered Priority 1 or priority 2.</p> <p>The MoU can be enacted by DfI Roads in consultation with the Council as to when a salting operation should be carried out on the basis of conditions, weather information and the availability of resources.</p>
<p>3.0</p>	<p>Recommendations</p>
<p>3.1</p>	<p>That Members note the contents of the report and agree that officers engage with DfI Roads to review the Memorandum of Understanding.</p>
<p>4.0</p>	<p>Resource implications</p>
<p>4.1</p>	<p>Resource Implications are difficult to assess. There is no specific budget allocation for the clearance of ice and snow from footways. On the basis that DfI Roads would be providing the salt and that the staff would be redeployed from their normal duties during their normal working day then there are no direct resource implications. However, there would be resource implications should the MoU be enacted outside of the normal working week; say at evenings, weekends, and bank holidays. Staff would also require training with regards to the required duties.</p>
<p>5.0</p>	<p>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</p>
<p>5.1</p>	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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>
<p>5.2</p>	<p><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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>Proposal initiating consultation</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>Due regard to Rural Needs (please tick all that apply)</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>Appendices</p>
7.1	<p>Appendix 1: Memorandum of Understanding between Dfl Roads and Newry, Mourne and Down District Council.</p>
8.0	<p>Background Documents</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"> <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> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <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	<p>None.</p>

Memorandum of Understanding
Of
Partnering Arrangements
between
DfI Roads and Newry, Mourne & Down District Council
for
Clearing Busy Town Centre Footways and Pedestrian Areas of Snow and Ice.

Introduction

1. The purpose of this Memorandum of Understanding (MOU) is to set out the basis of partnering arrangements between DfI Roads and Newry, Mourne and Down District Council for the treatment of snow and ice from busy town centre footways during prolonged periods of wintry weather. It is anticipated that footways will generally only be considered for treatment after significant snow or ice events although there may be occasions when footways could be pre-treated if freezing is forecast following heavy rain.
2. It is appreciated that neither DfI Roads nor Newry, Mourne and Down District Council have a statutory obligation to salt footways and are not resourced for this work but under this MOU footway clearance and salt/grit spreading may be undertaken by DfI Roads and/or Newry, Mourne and Down District Council staff, depending on resources available at the time.
3. This MOU sets out a broad framework of key principles agreed by the DfI Roads, the Northern Ireland Local Government Association (NILGA) and the Society of Local Authority Chief Executives (SOLACE) to be put forward for consideration and agreement by individual local councils.
4. It is anticipated that these key principles will be specifically tailored at local level, to take account of council preferences/restraints. For example should existing local arrangements between DfI Roads Section Offices and local councils be deemed appropriate by all parties, these arrangements can be retained, subject to agreement and to a schedule of work being agreed by all.

Objectives

5. The objectives of the Memorandum of Understanding are to:
 - Provide an agreed framework which local offices can build on to formalise the level of service to be provided by each organisation in those areas;
 - Define each organisation's duties and obligations in delivering this service;
 - Establish a schedule of footways to be treated in the event of prolonged periods of wintry weather;

- Promote an efficient and co-operative working relationship between both organisations.

The Role and Commitments of DfI Roads

6. DfI Roads shall lead consultation, ultimately to be agreed by individual councils, on a schedule of main village/ town/ city centre footways to be treated. This is attached as Appendix 1.
7. DfI Roads shall lead consultation, ultimately to be agreed by individual councils, when a salting operation should be carried out, on the basis of conditions, weather information and the availability of resources. The rationale supporting this decision making process should be developed locally.
8. DfI Roads will provide Newry, Mourne and Down District Council with salt, or a salt/grit mix, free of charge to treat those footways on the schedule, when required. DfI Roads shall confirm the availability of and determine the release of salt or salt/grit mix required; and such availability and its release will be subject to DfI Roads resources and it being required by Newry, Mourne and Down District Council.
9. DfI Roads will extend the indemnity being offered to Newry, Mourne and Down District Council and their authorised agents, as defined in paragraph 14 of this MOU.

The Role and Commitments of Councils

10. During extreme conditions following heavy snowfalls or prolonged freezing council staff may assist the Department with footway clearance and salt/grit spreading on an agreed schedule of footways depending on resource availability at the time.
11. Newry, Mourne and Down District Council will nominate a representative to be responsible for the council's contribution to the treatment of snow and ice from busy town centre footways during prolonged periods of wintry weather and to attempt to resolve any difficulties or problems that may arise.
12. Newry, Mourne and Down District Council will assist DfI Roads in developing a rationale for when a salting operation should be carried out, on the basis of conditions, weather information and the availability of resources etc.
13. Newry, Mourne and Down District Council may delegate their responsibilities under this Memorandum in whole or in part to businesses, trading organisations, and community groups ("authorised Council Agents") within their council areas, which are willing to undertake this work. Newry, Mourne and Down District Council shall be responsible for coordinating and supervising the work of their authorised Council Agents.

14. Newry, Mourne and Down District Council will work in close liaison with the DfI Roads Section Engineer's staff in order to maximise efforts and co-ordinate the deployment of the DfI Roads and the Council's workforce, which may comprise both the employees and contractors of the Council, their Trading Organisation Agents and community groups.
15. Newry, Mourne and Down District Council shall provide sufficient supervisory staff for the personnel employed to carry out the work. Personnel employed to carry include the servants and employees and contractors of the Council and the authorised Council Agents.

Legislation

16. Article 8 of the Roads (Northern Ireland) Order 1993 ("the Roads Order") of the Roads Order imposes a statutory duty to maintain roads (including footways) adopted for maintenance by the Department. While DfI Roads has no statutory obligation to salt roads Article 9 of the Roads Order provides the Department with the legal right to exercise a discretionary power to take such steps as it considers reasonable and practicable to prevent snow and ice interfering with the safe passage of persons or vehicles using a road.
17. For that purpose it may also enter into agency arrangements with any persons for the treatment of roads affected by snow and ice.
18. Newry, Mourne and Down District Council is empowered by Sections 104 and 105 of the Local Government Act (NI) 1972 to exercise functions on behalf of and to enter into arrangements with a government department for the supply of services.
19. Under these arrangements DfI Roads is prepared to offer Newry, Mourne and Down District Council the same range of defences that are available to the Department. This indemnity will include groups of traders or community groups operating on the Councils behalf.
20. This means that Councils that enjoy discretionary delegated powers can run the same defences as are available to DfI Roads. Newry, Mourne and Down District Council shall indemnify DfI Roads against any claims made against DfI Roads arising from allegations of negligence or fault on the part of the Council, their staff, contractors or authorised Council Agents in carrying out work under this MOU.

Terms and Conditions of the Memorandum.

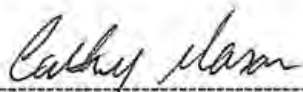
21. The Memorandum shall commence on 1st October 2019 and will remain in force for a maximum period of 3 years. It replaces any previous winter service agreements between DfI Roads and Newry, Mourne and Down District Council.
22. Either DfI Roads or the Newry, Mourne and Down District Council may seek amendments to the Memorandum at any time.

23. Subject to the consent of both DfI Roads and Newry & Mourne District Council the Memorandum may be extended at one year intervals.
24. The Memorandum may be terminated by either party with 6 months written notice.
25. The effectiveness of these arrangements will be reviewed in April of each year. Further analysis of actual costs to carry out this work in order to advocate the finances necessary to undertake this work will also be undertaken in April of each year.

The Signatories

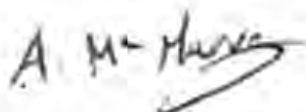
Both organisations signify below their acceptance of the Memorandum on the terms and conditions set out

Signed on behalf of Newry Mourne & Down District Council.



Date: 21/09/21

Signed on behalf of DfI Roads.



Date: 14 October 2021

APPENDIX ONE

FOOTWAYS AND PEDESTRIAN AREA

ICE AND SNOW CLEARANCE – PRIORITY 1 / PRIORITY 2

ROAD	EXTENT	OTHER COMMENTS
		Refer to attached schedules identifying locations agreed with Councils

Appendix One lists the footways to be treated in priority order

APPENDIX ONE

FOOTWAYS AND PEDESTRIAN AREA

ICE AND SNOW CLEARANCE – PRIORITY 1 / PRIORITY 2

ROAD	EXTENT	OTHER COMMENTS
<u>PRIORITY ONE</u>		
<u>DOWNPATRICK</u>		
Market Street	Irish Street to entrance to Leisure Centre	
Irish Street	From Scotch Street to entrance to Irish Street car park	
English Street	From Church Street junction for a distance of 50m	
Church Street	From Scotch Street to entrance to Church Street car park	
Scotch Street	From Church Street junction for a distance of 50m	
<u>NEWCASTLE</u>		
Main Street	From Railway Street to Central Promenade	
Central Promenade	From Main Street to Bryansford Road	
Railway Street	From entrance to car park at Percy French to Junction with Donard Street	
Donard Street	From Railway Street to Bryansford Avenue	
Bryansford Avenue	From junction with Main Street for a distance of 50 m	

Appendix One lists the footways to be treated in priority order

ICE AND SNOW CLEARANCE – PRIORITY 1 / PRIORITY 2

ROAD	EXTENT	OTHER COMMENTS
<u>BALLYNAHINCH</u>		
Main Street and High Street	From Harmony Road to Dromore Road roundabout	
<u>BALLYNAHINCH</u>	<u>PRIORITY TWO</u>	
Harmony Road, Windmill Street	From Main Street junction to High Street Junction	
<u>CASTLEWELLAN</u>		
Main Street/Dublin Road	From Clarmont Place to Bann Road roundabout	
Upper Square	Main Street	
Newcastle Road	From Main Street to petrol filling station	
<u>PRIORITY TWO</u>	<u>PRIORITY TWO</u>	
	Lower Square Castlewellan	
<u>KILLYLEAGH</u>		
Catherine Street, Cross Street	From Plantation Street to Frederick Street	
High Street	From Castle to Catherine Street	

Appendix One lists the footways to be treated in priority order

ICE AND SNOW CLEARANCE – PRIORITY 1 / PRIORITY 2

ROAD	EXTENT	OTHER COMMENTS
<u>NEWRY</u>		
Priority 1 Hill Street and John Mitchell Place, Newry	Kildare Street to William Street	Including Marcus Street and Mall to Bus Centre Pedestrian Entrance
Priority 2 Monaghan Street, Newry	Merchants Quay to Patrick Street	Including Patrick Street to SRC
<u>Other Areas</u>		
Mill Street, Buttercrane Quay and Bridge Street	Hill Street to Francis Street to Dublin Bridge to jct Bridge Street car park access road	

Appendix One lists the footways to be treated in priority order

ICE AND SNOW CLEARANCE – PRIORITY 1 / PRIORITY 2

ROAD	EXTENT	OTHER COMMENTS
<u>KILKEEL</u>	<u>Priority 2</u>	
Bridge Street, Kilkeel		
Greencastle Street, Kilkeel	From Bridge Street to Hotel	
Newry Street, Kilkeel	From Bridge Street to Town Hall	
Newcastle Street, Kilkeel	From Bridge Street to Asda	
<u>WARRENPOINT</u>	Priority 2	
The Square/Main shopping area, Warrenpoint	The Square Church Street Duke Street Dock Street	
<u>CROSSMAGLEN</u>	Priority 2	
<u>CAMLOUGH</u>	Footpaths around O'Fiaich Square	
<u>HILLTOWN</u>	Newry Road	
	Newry Road/Castlewellan Road	

Appendix One lists the footways to be treated in priority order

Report to:	Sustainability & Environment Committee
Date of Meeting:	21 st March 2023
Subject:	Review of Translink Bus Shelter Requests
Reporting Officer	Gail Kane, Head of Facilities
Contact Officer	Andrew Sweeney Facilities Coordinator (East) Ciaran Og Mussen Facilities Coordinator (West)

Confirm how this Report should be treated by placing an x in either:-

For decision For noting only

1.0	Purpose and Background
1.1	The purpose of this report is to update the Committee on progress with applications for new bus shelters submitted by Council to Translink.
2.0	Key issues
2.1	The Council has an approved policy for the provision of its bus shelter service. The current version was approved by Council in July 2022.
2.2	<p>The Bus Shelter Policy includes the Council's approach to applications for new bus shelters at Translink bus stops. The policy states that prior to considering any new applications for bus shelters at Translink bus stops, that Council will first seek the view of Translink and whether the request for a new bus shelter will be met by Translink as part of their bus shelter provision programme.</p> <p>The policy further states that where Translink have not provided a response to the Council on such a request within three months of the Council lodging the request, or if Translink are unable to make a firm commitment to install a bus shelter, then the request will be referred to Council for further consideration.</p> <p>Below is a list of applications submitted to Translink which are beyond the three-month period referred to above.</p> <ol style="list-style-type: none"> 1. Glasdrumman Road, Annalong – request for two bus shelters 2. Saintfield Road, Crossgar – request for one bus shelter 3. Bridge Road, Burren – request for one bus shelter 4. Carnaget Road, Newry – request for one bus shelter 5. Crossgar Road, Shrigley – request for one bus shelter 6. Ballyhornan Road, Ballyalton – request for one bus shelter 7. Edward Street, Downpatrick <p>Some of these applications have been with Translink for over two years.</p>

2.3	<p>This is the first occasion since the approval of the current version of the Bus Shelter Policy that this information has been reported to Committee.</p> <p>The Committee may wish to note the above with no action at this stage or it may direct Officers to abandon specific applications lodged with Translink and consider these under the Council's Bus Shelter Policy. Should the Committee decide to do this, then this will have resource implications for the Council.</p>
3.0	Recommendations
3.1	Note the content of the report and provide a view on the status of each of the applications referred to within the report.
4.0	Resource implications
4.1	None at present.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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	Appendices
	None
8.0	<p>Background Documents</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"> <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> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <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	Council Bus Shelter Policy 2022

Report to:	Sustainability & Environment Committee
Date of Meeting:	21 st March 2023
Subject:	Review of Bus Shelter requests being actioned by Council
Reporting Officer	Gail Kane, Head of Facilities
Contact Officer	Andrew Sweeney Facilities Coordinator (East) Ciaran Og Mussen Facilities Coordinator (West)

Confirm how this Report should be treated by placing an x in either:-

For decision For noting only

1.0	Purpose and Background
1.1	<p>The purpose of this report is to seek approval for the removal of two bus shelters and consider an application for a new bus shelter.</p> <p>Attached at Appendix 1 is a report on each of the three requests.</p>
1.2	<p>The Council is empowered under The Roads (Northern Ireland) Order 1993, with the consent of the Department for Infrastructure (Northern Ireland) to erect and maintain bus shelters on any road within the district.</p> <p>The Council has an adopted policy and management plan on how it will deliver this service. The current version of the policy was adopted by Council on the 4th July 2022.</p> <p>The policy will be reviewed in line with the Council's agreed policy review cycle, every 4 years (as per Council's Equality Scheme commitment 4.31), or sooner to ensure it remains reflective of legislative developments.</p>
2.0	Key issues
2.1	<p>This report refers to two requests to remove existing bus shelters at:</p> <ol style="list-style-type: none"> 1. Slievenman Road, Bryansford 2. Annsborough Park, Annsborough <p>The Bus Shelter Policy states that request for relocation or replacement or removal of a bus shelter will be considered by Council on a case-by-case basis. Appendix 1 provides an assessment for each application.</p> <p>In both applications it is the Officers view that there is no longer a local need as determined by the Bus Shelter Policy for these shelters and as there is evidence of anti-social behaviour arising within the structures, that they should be removed.</p>

2.2	<p>A request has been received to provide a new bus shelter at a Translink bus stop at Coral Drive, Whitecross.</p> <p>The bus shelter Policy states that Council will consider the erection of a bus shelter following local representations where there is shown to be a "need", providing the location does not present a safety or nuisance problem, has local community support and adequate funding is available.</p> <p>Prior to considering any new applications the Council will first seek the view of Translink and whether the request for a new bus shelter will be met by Translink as part of their bus shelter provision programme.</p> <p>Where Translink have not provided a response to the Council on such a request within three months of the Council lodging the request, or if Translink are unable to make a firm commitment to install a bus shelter, then the request will be referred to Council for further consideration.</p> <p>In this instance Translink advised Council that this request would not be included within their programme for bus shelters and so it has been considered under the Council's Bus Shelter Policy.</p> <p>In Appendix 1 the results of the consultation and assessment concerning this application is provided.</p> <p>As all policy requirements have been met the Officer has recommended to approve the installation of a bus shelter in the proposed location at Corlat Drive, Whitecross. It is their recommendation that a Cantilever style shelter with no side panels is provided.</p>
3.0	Recommendations
3.1	<p>Note the content of the report and approve the following recommendations.</p> <ul style="list-style-type: none"> • The Council bus shelters at Slievenman Road, Bryansford and Annsborough Park, Annsborough to be removed, and the area left safe. • A new bus shelter to be provided at Corlat Drive, Whitecross, to service the local Translink bus stop. A Cantilever style shelter with no side panels to be provided.
4.0	Resource implications
4.1	<p>Costs for removal of the two bus shelters will be provided from the Council's centralised Revenue Maintenance Budget. Costs to remove each shelter are expected to be £750.00.</p> <p>Costs for the provision of a new bus shelter at Corlat Drive, Whitecross, will be funded through the Councils Capital Programme which currently has a budget of £27,500. Costs for this bus shelter are not expected to exceed £5000.00.</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>

	<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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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	Appendices
	Appendix 1: Assessment of Bus Shelter Applications March 2023
8.0	Background Documents
	<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><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"><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><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <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	Council Bus Shelter Policy 2022

Section A: Bus Shelter Removal Request for Consideration to Approve/Decline

Remove Shelter at Slievenaman Road Bryansford

Background & Summary of Findings to date



Appendix 1 Bus Shelter Proposals March 2023

Following reports of anti-social behaviour surrounding the above-mentioned bus shelter, Council officers carried out a site inspection. It is evident the bus shelter if retained needs repairs and improvements. It is also apparent that this shelter has been used a public convenience.

Review of Options

Option	Description	Review
1	Do nothing	Not a viable as it will not address the complaints about anti-social behaviour.
2	Repair/refurbish, install lighting & erect public notice signage	The shelter is of concrete construction and in fair condition. The walls are sound and have been painted. however, it is overgrown with ivy. Removal may lead to further damage of the roof. It is also evident that people have used the shelter as a public convenience. Estimated cost to repair £2000. Future annual maintenance estimated at £500 per annum.
3	Demolish and remove shelter.	Demolition and removal would be carried out by Council Building Maintenance staff. Completed within 2 days at an estimated cost of £750.

Recommendation

For Council to consider the erection of a new bus shelter the policy states that usage must be a minimum of 10 passengers over the period of a day in a rural location. The usage figures reported by Translink for this shelter are a maximum of 6 school children per day. Taking into consideration the usage figures, costs to repair and maintain and the anti-social behaviour issues, it is therefore my recommendation to demolish and remove this bus shelter.

Remove Shelter at Annsborough Park, Annsborough.

Background & Summary of Findings to date



Appendix 1 Bus Shelter Proposals March 2023

Following reports of anti-social behaviour surrounding the above-mentioned bus shelter, Council officers carried out a site inspection. It was discovered the bus stop that was originally associated with this shelter has been relocated by Translink approximately 100m Northwest in the direction of Clough/Downpatrick.

A request for a new bus shelter at the relocated bus stop has been received. The application has been processed and sent to Translink for consideration. Where Translink undertake this review and conclude that they will not meet the bus shelter request, as it does not meet their criteria, then the Council has agreed to consider the application under the Council Bus Shelter Policy.

Review of Options

Option	Description	Review
1	Do nothing.	Not a viable option as the shelter provides shelter for individuals engaging in antisocial behaviour.
2	Repair/refurbish.	The shelter is of metal and wood construction and in poor condition. Estimated cost to repair £1000 to replace wood panels and paint the entire structure.
3	Demolish and remove shelter.	Demolition and removal would be carried out by Council Building Maintenance staff. Completed within 2 days at an estimated cost of £750.

Recommendation

Considering the bus stop has been relocated by Translink, this shelter has therefore been rendered redundant. Taking into consideration it is not being used for the original intended purposes, costs to repair and maintain and the anti-social behaviour issues, it is therefore my recommendation to demolish and remove this bus shelter.

Section B: Bus Shelter Erection Request for Consideration to Approve/Decline

Erection of New Bus Shelter Corlat Drive, Whitecross

Background & Summary of Findings to date

A request was received by the Council to consider the erection of a new bus shelter at the bus stop on Corlat Dive, Whitecross. As per Council policy this request was passed to Translink for consideration under their bus shelter programme. Translink confirmed they will not be proceeding to provide this bus shelter under their programme of works and so this request was considered under the Council’s Bus Shelter Policy.



Table 1 below summarises consultation process which has been carried out having regard to Council Policy Requirements.

Appendix 1 Bus Shelter Proposals March 2023

Table 1

Consultee	Response	Comment
DFI Roads	No objections	Complies with Policy
PSNI	No objections	Complies with Policy
Translink	More than 10 passengers use this bus stop over the course of a day. This site is a rural location.	Complies with Policy
Local property owners/residents within 50 metre radius of proposed site	12 properties located within 50 metres of proposed location. No objections received following consultation.	Complies with Policy Owners of property within a 50m radius of the proposed shelter location are consulted on the erection of a shelter. A bus shelter will not be erected if one third or more of owners/tenants confirm their objection in writing to the proposal. Once refused the request may not be reconsidered with a 12-month period.

Recommendations

As all policy requirements have been met it is recommended to approve the installation of a bus shelter in the proposed location at Corlat Drive, Whitecross. Cantilever style shelter with no side panels recommended.

Report to:	Sustainability & Environment Committee
Date of Meeting:	21 March 2023
Subject:	2023/24 Public Holiday Arrangements and Bin Collection Calendars
Reporting Officer (Including Job Title):	Sinead Murphy, (Acting) Assistant Director Waste Management
Contact Officer (Including Job Title):	Grainne McKinley, Head of Waste Processing, Enforcement and Business Support

For decision	X	For noting only	
1.0			Purpose and Background
1.1			The purpose of this report is to seek approval from the Sustainability and Environment Committee for service provisions on Public Holidays applying to the 2023/24 financial year and to issue individual household Bin Collection Calendars online rather than printing and posting to residents.
1.2			Public Holidays applying to the 2023/24 financial year have been reviewed alongside operational provision for Refuse Collection services and Household Recycling Centres. Revised operational arrangements are required to be agreed with staff and waste receipting centres to ensure operational arrangements are coordinated. These revised arrangements are communicated to Householders through their individual household Bin Collection Calendars and on pint and social media.
2.0			Key Issues
2.1			<u>Public Holiday Arrangements 2023/24</u> Proposed operational arrangements and schedule for 2023/24 Public Holiday arrangements in relation to Refuse Collection Services and the opening of Household Recycling Centres are detailed in Appendix 1.
2.2			<u>Bin Collection Calendars</u> On an annual basis Bin Collection Calendars are produced and posted to 73,156 households across the District to inform of their bin collection day and schedule for collection of blue, black and brown bins, including arrangements for during Public Holidays. The calendars are also available to view and download online at https://www.newrymournedown.org/bin-collection-information
2.3			The print and postage of the annual calendar comes at both an environmental and financial cost, with the environmental impact of producing paper copies, energy and fuel to print and post to residents. The print and post cost for the 2022/23 calendars was approximately £33,000. It is proposed to design and host the calendars for residents to access online at a cost of approximately £4,800. A PR campaign highlighting to residents that the Bin Collection Calendars will be available to easily access and download and to highlight the importance of recycling right will be launched. Residents who wish to have a paper copy can print their Bin Collection Calendar from the Council's website or request a copy to be emailed or printed and posted. It is not

	anticipated in this digital age that significant numbers of residents will be requesting a copy of their calendar to be individually printed and posted.
3.0	Recommendations
	Members are asked to approve: <ul style="list-style-type: none"> • The Alternative Refuse Collection Services and opening arrangements for Household Recycling Centres on Public Holidays applying to the 2023/24 financial year with appropriate notification to be issued to residents through the various established communications channels, in advance of each Public Holiday. • The publication of individual household Bin Collection Calendars for residents online, with a PR campaign to inform Householders how to access their calendar and to raise awareness of the importance of recycling right.
4.0	Resource implications
4.1	It is anticipated that issuing the calendars online, based on 2022/23 costs, will save the Council costs normally attributed to print and postage of approximately £30,000 per annum.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i> <i>n/a</i> <input type="checkbox"/>
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> 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	<i>Proposal initiating consultation</i> 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"/>
	Rationale: n/a
6.0	Due regard to Rural Needs (please tick all that apply)
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 type="checkbox"/> If yes, please complete the following: Rural Needs Impact Assessment completed <input type="checkbox"/>
7.0	Appendices
	Appendix 1 – Schedule of Public Holiday Arrangements
8.0	Background Documents
	None

Appendix 1 - 2022/23 Public Holiday Refuse Collection Arrangements

Public Holiday	Date of Public Holiday	Alternative Refuse Collection Day	Household Recycling Centre arrangements
Easter Monday	Monday 10/4/23	No collection in Down Normal collection in Newry	WPH Open 9:30-16:30
Easter Tuesday	Tuesday 11/4/23	Normal collection	WPH Open 9:30-16:30
May Day	Monday 1/5/23	No collection in Down Normal collection in Newry	WPH Open 9:30-16:30
Additional Bank Holiday (King's Coronation)	Monday 8/5/23	No collection in Down Normal collection in Newry	WPH Open 9:30-16:30
Late May Bank Holiday	Monday 29/5/23	No collection in Down Normal collection in Newry	WPH Open 9:30-16:30
12 th Holiday	Wednesday 12/7/23	Normal collection	WPH Open 9:30-16:30
13 th Holiday	Thursday 13/7/23	Normal collection	WPH Open 9:30-16:30
August Bank Holiday	Monday 28/8/23	No collection in Down Normal collection in Newry	WPH Open 9:30-16:30
Christmas Day	Monday 25/12/23	No collection in Down Newry: Work Saturday 23 December	CLOSED
St Stephens Day	Tuesday 26/12/23	Normal collection	CLOSED
Statutory Day	Wednesday 27/12/23	Normal collection	WPH Open 9:30-16:30
Christmas Eve (moved)	Thursday 28/12/23	Normal collection	WPH Open 9:30-16:30
New Year's Day	Monday 1/1/24	No collection in Down Normal collection in Newry	CLOSED
St Patrick's Day	Monday 18/3/24	No collection in Down Normal collection in Newry	CLOSED

(WPH – Work Public Holiday)

Report to:	Sustainability and Environment Committee
Date of Meeting:	21 March 2023
Subject:	Draft Circular Economy Strategy for Northern Ireland – Consultation Response
Reporting Officer:	Sinead Murphy, Sinead Murphy, Assistant Director: Waste Management (Acting)
Contact Officers:	Sinead Murphy, Sinead Murphy, Assistant Director: Waste Management (Acting)

For Decision	For Noting Only	X
1.0	Purpose & Background	
1.1	The Department for the Economy (DfE) has launched a public consultation on the draft Circular Economy Strategy for Northern Ireland. This draft strategy sets out our vision to create an innovative, inclusive and competitive economy, with responsible production and consumption at its core. A Circular Economy will be a key enabler of the Department for the Economy's 10X Economic Vision for a decade of innovation.	
2.0	Key Issues	
2.1	The impact of resource scarcity is being felt by all, particularly in the rising cost of living and the rapid depletion of the earth's finite supply of resources. To secure the future of our planet for the next generations, collaborative working is required to rethink how we use our resources, to switch to regenerative resources minimising waste and maintaining the value of our products and materials. This revolution of resources is going to be an essential part of reducing our emissions and will be embedded within climate action plans and the delivery of Northern Ireland's multi-decade Green Growth Strategy.	
2.2	DfE have engaged with stakeholders across government, business, academia and the third sector and are seeking feedback on the proposed Circular Economy Strategy for Northern Ireland. A response to the consultation document, subject to Committee approval, was provided on behalf of Newry Mourne and Down District Council.	
3.0	Recommendations	
3.1	Members are asked to note the contents of the response provided in Appendix 1	
4.0	Resource Implications	
4.1	None	

5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)	
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>	
	It is not anticipated the report will have an adverse impact upon equality of opportunity or good relations	<input checked="" type="checkbox"/>
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i>	
	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	<i>Proposal initiating consultation</i>	
	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	Due regard to Rural Needs (please tick all that apply)	
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"/>
7.0	Appendices	

7.1	Appendix 1 - Newry Mourne and Down District Council's Response to the 2023 Consultation on a Circular Economy Strategy for Northern Ireland
8.0	Background Documents
8.1	https://www.economy-ni.gov.uk/consultations/circular-economy-strategy-northern-ireland



Department for the
Economy
www.economy-ni.gov.uk

Draft

Circular Economy

Strategy for Northern Ireland

Response Template



Draft Circular Economy Strategy for Northern Ireland

Response Template

Overview

We are consulting on the draft Circular Economy Strategy for Northern Ireland which aims to transition our Linear Economy to a Circular Economy, where business, people and planet flourish. Adopting a circular mindset throughout society and business will be essential to a successful transition. This draft Circular Economy Strategy is a key enabler of the Department for the Economy's 10X economic vision for a decade of innovation, facilitating a sustainable, innovative and inclusive approach to economic growth, making the most of new opportunities and possibilities presented by the 4th Industrial Revolution.

We especially want to hear from those across industry, education and the public sector who will be vital in making the change happen, as well as private individuals who we want to embrace this change.

Why your views matter

We want you to tell us if we have accurately assessed the situation and if our proposals are right to kick start the transition to a truly Circular Economy, using a whole system approach. Feedback from this consultation will inform the final Circular Economy Strategy for Northern Ireland and help to shape the design, remit and function of future delivery.

Responding to our Consultation

We would ask that you respond to the consultation using the online survey which can be accessed at the [Circular Economy Consultation page on the nidirect website consultations.nidirect.gov.uk](https://consultations.nidirect.gov.uk/circular-economy-consultation)

If you are unable to respond using the online consultation survey, please complete this response template and send it to: ces@economy-ni.gov.uk

Before you submit your response, please read the **Privacy Notice** published along with the Consultation Documents, which explains how we will use personal information as part of the processing of responses.

Draft Circular Economy Strategy Consultation Questions

Personal Details

1. Name

Sinead Murphy

2. I am responding as

An individual

On behalf of an organisation

3. Name of your organisation

Newry, Mourne and Down District Council

4. What sector are you from?

Agriculture

Bioeconomy

Central Government

Construction and Built Environment

Education

Local Government

Manufacturing

Representative Body

Research & Development

Services

Social Enterprise / Third & Voluntary Sector

Other

Vision

By 2050 Northern Ireland will have an innovative, inclusive and competitive economy where business, people and planet flourish, with responsible production and consumption at its core.

5. Is this vision the right vision?

Yes

No

Any other comments?

Target

According to the Circularity Gap Report, each person in Northern Ireland is consuming c.16.6 tonnes of resources per year. This is our individual material footprint. With the earth's finite supply of resources and our current production and consumption patterns, we must start to rethink our relationship with resources and reduce our demand for them. To live sustainably, the United Nations (UN) recommends that we should only be using an average of 6-8 tonnes of resources per year.

Within this strategy we have included a target to reduce our annual material footprint to 8 tonnes per person by 2050.

6. Do you agree with this target to halve our material footprint by 2050?

Yes

No

Any other comments?

Proposals for Change

Develop and implement a programme to support and promote behaviour change

Our behaviours and individual choices about what, where and how we purchase stuff, how long we use it for, whether we can reuse or repair it, and when and how we dispose of it, will ultimately determine if Northern Ireland can successfully transform to a Circular Economy.

A recent report issued by the House of Lords 'In our Hands' urged Ministers to lead a public campaign using all government levers to guide public behaviour change in order to stop biodiversity loss and achieve net zero.

Changing mindsets, business models and developing new products and services is going to be a complicated task, especially for Northern Ireland, which has many SMEs with limited time and resource.

This level of intervention is required to transform our relationship with resources.

7. What efforts do you think government should make to promote behavioural change?

Please put the following in order of priority.

(Ranking scale 1 = most preferred / 4 = least preferred)

Provide greater transparency and clarity on what government is doing to show commitment and create momentum.

Provide information and tools to increase awareness and help change attitudes.

Use regulatory and financial incentives to increase affordability and availability of sustainable options.

Provide or adapt physical infrastructure to help make it easier for people to change behaviours e.g. recycling centres, refill stations in supermarkets and bottle banks.

Create clusters and networks to raise awareness and facilitate collaboration

Many of the barriers to circularity will not be addressed without the utilisation of existing and new clusters and networks which will support industry to research, design, test and deliver transformative solutions.

Clusters are a geographic collection of interconnected companies producing similar or related goods/services that are innovation-orientated, seeking to benefit from integration across businesses.

Networks are an alliance of organisations (public/private or other) seeking to work together to achieve an economic goal, this could be within or outside a cluster. Networks may involve organisations within the same sector or across sectors which belong to the same value chain.

8. What existing clusters and networks could be utilised to deliver transformative solutions for increased circularity?

Local Councils in Northern Ireland have a number of well established clusters and networks which could be utilised to deliver transformative solutions, for example, links through local Chambers of Commerce, Social investment funds and the Belfast Regional City Deal. many projects are led by Councils through these forums and a circular approach is taken with development, e.g. reusing replaced light fittings in regeneration schemes.

Local Councils also have District Electoral Areas (DEAs) where clusters and networks could be established at a local level to raise awareness of the benefits of the circular economy and facilitate the collaboration.

9. What clusters and networks do you think will need to be established to maximise resource use?

Through some of the established networks and clusters, an awareness programme highlighting the circular economy and opportunities to develop programmes locally could be established to share information on the availability of local resources.

Embed Circular Economy principles in public procurement

In Northern Ireland, public sector procurement has buying power in excess of £3 billion per annum. This provides strong potential to shape markets and behaviours through the development of specifications and contract management clauses to retain the value of materials for example purchasing refurbished computers or supporting leasing business models. This creates opportunity to influence the maintenance of the public estate, supply contracts including food and waste as well as delivery of infrastructure and capital projects.

10. How do you think public sector procurement can best influence the behaviours of industry to increase circularity of resources?

A review of public sector procurement should be undertaken to update current legislation and policy to reflect circular economy principles in public procurement. This should include mandatory provisions on the use of single use plastics and reduction of food waste. This may provide an opportunity to purchase refurbished equipment rather than new and to include a clause that replaced equipment would be reused, reprocessed and/or recycled as part of the terms of the contract.

Create and support platforms and hubs to share goods and materials

To improve the use of resources and retain their value, people and businesses need to know what is available, where it is and what condition it is in. Information is required for people and business to make choices about what they want to access. This can be provided through online platforms for typical fast moving consumer products e.g. the Olio platform which is dedicated to helping stop food waste within the UK. It can also be provided for industrial materials through established platforms such as International Synergies. We want to create more platforms and hubs to share products and materials.

11. What sorts of platforms do you think would be most useful in the future to enable people and business to share and reuse products and materials?

Online platforms currently in operation which enable people and businesses to sell or supply reuse products and materials should be maintained and promoted. This includes larger well known businesses such as Ebay and also smaller more local networks, e.g. Facebook marketplace.

There is opportunity for the development of Council Household Recycling Centres into Recycle and Reuse centres, for example as in Community Re-Paint schemes.

Maximise the value of materials locally

When products and materials are kept in use, it retains the maximum value of those materials and components, reducing the overall demand for material extraction to make new products. We can do this by increasing the repair and reuse sector, doing more with natural bio-based materials locally available as well as growing our reprocessing sector.

The European Commission established the 'right to repair' for consumers and similar regulations have been introduced for GB.

The 'right to repair' regulation requires manufacturers of household appliances such as dishwashers, washing and drying machines, refrigerators and televisions to ensure their products are repairable for at least ten years through providing repair manuals and making parts available.

12. What are the most effective tools that government could use to encourage and facilitate business and society to extend the life of products and services to keep materials and resources in use for longer?

A promotional campaign to educate and inform consumers on how to look after and maintain household appliances to extend the life of these products rather than repair when it fails would encourage society to keep these resources in use for longer. A demonstration of the monetary benefits of this would also encourage longer use of appliances.

Establish a Circular Economy funding programme

To unlock benefits at scale, we need to create economic incentives that enable Circular Economy solutions to succeed.

13. Which of the following interventions should be a priority focus for government funding?

**Please put the following in order of priority.
(1= highest priority and 9 = lowest priority)**

- Research and development
- Secondary material markets
- Circular supply chains
- Digitisation and technology
- Job creation
- Waste reduction
- Carbon emissions reduction
- Reuse and repair
- Environmentally focused solutions

Further comments? Please enter response in box below

14. What funding instruments do you consider would be most appropriate in years 1-3?**Please put the following in order of priority.****(Ranking scale 1 = most preferred / 3 = least preferred)**

Loans

Grants and subsidies

Blended finance (i.e. a mix of repayable and non-repayable finance)

15. Do you have any further comments to make on funding instruments that could be used to enable Circular Economy solutions to succeed?

A spend to save approach must be taken. At a local level, Councils in Northern Ireland have a well established funding model in place that reaches and targets local communities and small businesses.

Create a regulatory framework that enables circular solutions to become the norm

Regulations, taxation and enforcement can further reduce waste and improve resource efficiency.

For example, the European Commission rules to establish the 'right to repair' for consumers.

These regulations will affect the design, manufacturing and distribution of all applicable goods in Northern Ireland and will facilitate greater reuse and repair of such products.

16. Considering the EU right to repair regulation, what other regulatory tools do you consider government can use to stimulate greater circulation of materials?

A reduced or nil taxation on cost and parts to repair products would make repairing a more financially attractive option.

Regulating the cost of disposing of packaging materials has seen a marked drive by manufacturers to reduce the packaging on their products. Consideration of further mandatory requirements to reduce waste materials, e.g. single use drinks cups, would assist in the reduction of these waste streams.

Deliver a Skills programme to support a Just Transition

Unless we plan, anticipate and resource for the transition to a Circular Economy, skills shortages could derail long-term goals for circularity and jobs growth.

As we progress into the 4th Industrial Revolution, some jobs will be lost in traditional sectors and the demand for new skills will increase, for example the demand for diesel engineers will decrease while the demand for those skilled in electric vehicles will increase.

17. What three skills do you consider will be most critical to supporting the Circular Economy?

Skill 1

Design/engineering

Skill 2

Craft/repair

Skill 3

Marketing/promotion

Future delivery

Delivery of Circular Economy Strategy

18. Do you consider that government should play a role in assisting the transition to greater circularity through a dedicated Circular Economy delivery body?

Yes

No

Don't Know

19. What do you think a Circular Economy delivery body should look like? e.g. government led or a public-private partnership.

Government led initially with a priority to establish public-private partnership

Please provide a rationale for your answer.

Legislation and taxation are two major factors in implementing change, e.g. plastic bag levy.

Report to:	Sustainability and Environment Committee
Date of Meeting:	21 March 2023
Subject:	Removal of Bring Bank Sites
Reporting Officer (Including Job Title):	Sinead Murphy, (Acting) Assistant Director Waste Management
Contact Officer (Including Job Title):	Grainne McKinley, Head of Waste Processing Enforcement and Business Support

For decision	X	For noting only	
1.0			Purpose and Background
1.1			The purpose of this report is to seek approval from the Sustainability and Environment Committee to remove bottle bank "Bring Bank" provision from a number of locations across the District.
1.2			<p>In April 2019, the Council introduced a standard mixed dry recyclable refuse collection service across the District which provided for the deposit of glass in blue bins and negated the need to continue to provide 'bring site' services. In June 2020, the Neighbourhood Services Committee approved the reduction of sixty one licensed recycling 'Bring Sites' to twenty two including :</p> <ol style="list-style-type: none"> 1. The Council's ten Household Recycling Centres (HRCs) 2. Caravan site customers; and 3. Tyrella and Cranfield beaches.
2.0			Key Issues
2.1			<p>At the January 2022 Neighbourhood Services committee meeting, following legal advice that waste collected from caravan sites is defined as commercial waste and the Council is obliged to charge for the collection of this waste and a review of collection charges, members agreed to apply the 'Polluter pays' principle and align charges for commercial refuse collections for caravan site owners with other trade waste customers.</p> <p>The continued provision of bottle bank "Bring Bank" provision at caravan sites is in contravention with legal advice regarding commercial waste and the 'Polluter pays' principle. It is therefore recommended that the caravan site owners with bottle bank "Bring Bank" provision are contacted to inform them of the intended removal of the bottle banks prior to their removal.</p>
2.2			The Waste Management Licensing Regulations (Northern Ireland) 2003 require Bring banks to be registered as an exemption under Paragraph 12 of the Regulations. It is not intended to continue to register the Bring banks located at caravan parks under this exemption.
3.0			Recommendations
			<p>Members are asked to approve:</p> <ul style="list-style-type: none"> • The removal of bottle bank "Bring Bank" provision at caravan sites as listed in Appendix 1

4.0	Resource implications
4.1	The Council currently pay £48.50/tonne for the disposal of glass from "Bring bank" provision. It is estimated that in 2023/24, 204 tonne will be collected from all sites. While it is difficult to separate the tonnage associated with the caravan sites it is estimated that there would be a saving of approximately £3,000. An income would also be generated from caravan site customers disposing of the glass through their existing Trade Waste services.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i> <i>n/a</i> <input type="checkbox"/>
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i> 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	<i>Proposal initiating consultation</i> 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> <i>n/a</i>
6.0	Due regard to Rural Needs (please tick all that apply)
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 type="checkbox"/> If yes, please complete the following: Rural Needs Impact Assessment completed <input type="checkbox"/>
7.0	Appendices
	Appendix 1 – Caravan sites with Bring bottle provision to be removed
8.0	Background Documents
	<ul style="list-style-type: none"> • NS Committee (June 2020) – NS/171/2020 - Bring Sites Review • NS Committee (January 2022) – NS/004/2022 – Trade Waste and Caravan Refuse Collection Services

Appendix 1 – Caravan sites with Bring bottle provision to be removed

SITE
Ballymartin Caravan site
Leestone Caravan Park
Edgewater Holiday Park
Coney Island Caravan Park
Bonny Caravan Park
Mourne View Caravan Park
Strangford Caravan park
Bryansford Caravan Park

Report to:	Sustainability and Environment Committee
Date of Meeting:	21 st March 2023
Subject:	Use of herbicides across the Council Estate
Reporting Officer	Aidan Mallon, Head of Maintenance
Contact Officer	Jonathan Ellis, Grounds Maintenance Manager

Confirm how this Report should be treated by placing an x in either: -

For decision	<input checked="" type="checkbox"/>	For noting only	<input type="checkbox"/>
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1.0	Purpose and Background																								
1.1	The purpose of this report is to provide the Committee with an update on meeting the Councils objective to phase out completely the use of herbicides containing glyphosate for controlling weeds and invasive species on Council property within 3 years (from 1 st January 2020) or as soon as possible.																								
2.0	Key Issues																								
2.1	<p>At the Council Meeting held in January 2020 the following recommendation was approved.</p> <p>To undertake a 12-month review with a target to phase out completely the use of herbicides containing glyphosate for controlling weeds and invasive species on Council property within 3 years or as soon as possible.</p> <p>It was also agreed that Officers would provide an annual review to Council concerning achievement of this recommendation. This report is provided in fulfilment of this.</p> <p>This target was set on usage of herbicides containing glyphosate during the financial year 2018/19. The quantity of glyphosate used during this period was 498 litres as detailed in the table below.</p> <table border="1" data-bbox="256 1451 1305 1861"> <thead> <tr> <th colspan="4">Specific Herbicide Application 2019</th> </tr> <tr> <th>Location</th> <th>Herbicide</th> <th>Herbicide Litres</th> <th>Actual Glyphosate Litres</th> </tr> </thead> <tbody> <tr> <td>Newry Section</td> <td>Roundup</td> <td>900</td> <td>432</td> </tr> <tr> <td>Downpatrick Section</td> <td>Roundup</td> <td>115</td> <td>55</td> </tr> <tr> <td></td> <td>CDA Roundup</td> <td>100</td> <td>11</td> </tr> <tr> <td>Totals</td> <td></td> <td>1115</td> <td>498</td> </tr> </tbody> </table> <p>The annual reduction programme proposed was:</p> <p>Year 1 (2020) - 25% reduction was the target, and this was met.</p>	Specific Herbicide Application 2019				Location	Herbicide	Herbicide Litres	Actual Glyphosate Litres	Newry Section	Roundup	900	432	Downpatrick Section	Roundup	115	55		CDA Roundup	100	11	Totals		1115	498
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Totals		1115	498																						

	<p>Year 2 (2021) – 50% reduction was the target, and this was met.</p> <p>Year 3 (2022) - 75% reduction was this target, and this has been met.</p> <p>Year 4 (2023) – Currently proposed as a 100% reduction.</p> <p>Analysis for the calendar year 2022 has shown that there was a circa 30% application based on usage of herbicides containing glyphosate for financial year 2018/19. Adhering to 75% reduction caused significant issues with weed growth and unkempt prime public spaces. Some additional applications were also required for new sites which came under Council management.</p> <p>For the calendar year 2023 there is an expected zero application of herbicides containing glyphosate which Officers are advising is not achievable without significant uncontrolled weed growth on Council property.</p>
2.2	<p>Through implementing the programme for reducing application of herbicides containing glyphosate the following issues have arisen.</p> <ol style="list-style-type: none"> 1. Difficulty in being precise in application quantities applied - accurate operational recording on the ground proves difficult. 2. Council has obtained new locations including forest parks and extensions to existing locations, and so the area requiring weed control has increased, so comparisons with the base year of 2018/19 are not comparable. 3. Expectations from the public for better maintained high use spaces and tourist destinations cannot be achieved without herbicide control. 4. In 2019 an alternative effective product, not containing glyphosate, was expected to be released – this has not materialised. <p>Controlling invasive weeds is a legislative requirement, council must commit to precise management and eradication plans which must be adhered to – often only glyphosate can achieve this.</p>
2.3	<p>Officers are seeking agreement from the Council for the continued use of herbicides containing glyphosate for controlling weeds and invasive species on Council property during 2023. It is proposed that during 2023 the Council will set a new target of applying no more than 50% of the base year total (2018/19) which amounts to circa 249 litres of herbicides containing glyphosate.</p>
3.0	Recommendations
3.1	<p>Note the content of the report.</p> <p>Agree to the use of herbicides containing glyphosate for controlling weeds and invasive species on Council property during the calendar year 2023 with a target of applying no more than 249 litres of herbicides containing glyphosate.</p>
	Resource implications
4.1	<p>Costs associated with the control of weeds and invasive species are attributed to the Councils Revenue Grounds maintenance budget.</p>
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)

5.1	<p>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</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>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</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>Proposal initiating consultation</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>Due regard to Rural Needs (please tick all that apply)</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>Appendices</p>
7.1	<p>None</p>
8.0	<p>Background Documents</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"> <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> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <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.



Sarah Taggart
Democratic Services
Newry, Mourne and Down District Council
Newry Office, Monaghan Row, Newry
BT35 8DJ
Sarah-louisetaggart@nmandd.org
31st January 2023

Dear Sarah,

Request to present to the Environment Committee on recycling and the circular economy

I am writing to you in my capacity as a consultant to Keep Recycling Local (KRL) seeking an opportunity to present to the Environment Committee.

KRL is a recently launched campaign group created to help raise awareness about recycling in Northern Ireland.

Our aim is to ensure that the recyclable materials collected here are also processed in Northern Ireland, to aid the circular economy, and benefit our environment.

Currently the reprocessing sector in Northern Ireland employs 800 people and is worth an estimated £100 million per annum. We want to grow this for the benefit of the local economy, the environment and to improve the competitiveness of local industry.

We are backed by organisations including Encirc, Enva, Coca-Cola HBC, Friends of the Earth and Bryson Recycling.

The group also has growing support from a wide range of other private, charitable sector and environmental campaign groups, including ACE (Action for Cartons in the Environment), Alupro, Ulster Wildlife, British Glass and Tetra Pak.

We understand that DAERA will soon consult on statutory guidance requiring Councils to increase the degree of separation in collections.

It is our view that for the Northern Ireland economy to fully benefit from the proposed policy change, all materials need to be collected in at least three streams, as this would allow them to be reprocessed locally. This could save the Council around £12m per annum - a significant saving for ratepayers.

With the upcoming statutory guidance changes expected to have an impact on how household collections are managed, and ahead of the upcoming DAERA consultation, we would appreciate the opportunity to present to members of the Council's Environment Committee at the earliest convenience to outline the benefits associated with keeping recycling local.

Given the potential savings for Councils, and that this is a core Council service provision, it might also be helpful for officials from the Chief Executive's Office and Finance Directorate to attend. Equally, we would be more than happy to speak with them separately.

I look forward to hearing from you shortly.

Yours Sincerely

Mervyn Storey

Consultant

Keep Recycling Local

E: mervyn@keeprecyclinglocal.com

W: www.keeprecyclinglocal.com

SUSTAINABILITY AND ENVIRONMENT SERVICES COMMITTEE**HISTORIC ACTIONS TRACKING SHEET**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES MEETING – 23 OCTOBER 2019					
NS/073/2019	Proposed Property Maintenance Policy and Strategy 2019 to 2023	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 accordance with Council Procurement Procedures.	K Scullion	Update provided to NS Committee May 2022 – work progressing on agreement of a Property Maintenance Policy and Strategy.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING – 20 OCTOBER 2020					
NS/230/2020	Business Case – Provision of new public toilet in Killough	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.	K Scullion	Report provided to S&E Committee on 22 nd March 2023.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 NOVEMBER 2020					
NS/243/2020	Notice of Motion – Green New Deal Strategy	Grant approval to Officers to further scope the issues contained within the 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.	S Murphy	Response received from DAERA Minister and considered by NS Committee. Scoping of the issues delayed by on-going COVID-19 pandemic.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2021					
NS/062/2021	Feasibility study for EV infrastructure at the Council's Depots	Agreed to note the content of the report and to approve the recommendation that a Business Case be prepared which examined the	K Scullion	Report provided to S&E Committee on 22nd March 2023.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>investment and benefits of the EV charging system, together with costings.</p> <p>It was further agreed as part of the Business Case, that officials consider the need for a generator at the proposed sites, in the 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>			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 19 MAY 2021					
NS/089/2021	Purchase of new industrial heavy grade tractor and side arm flail/cutting unit for grounds maintenance at various locations District wide	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	K Scullion	Tender was issued but preferred bidder was not established. Tender to be reissued.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		tractor and a side arm flail.			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING WEDNESDAY 18 AUGUST 2021					
NS/125/2021	Distribution of compostable food bags and food waste caddy bins	Agreed to that Officers explore the feasibility of deploying brown bins to residents of high-rise buildings, who were not previously provided with these, and a report be brought back to the next Committee Meeting.	S Murphy	Report to be presented at future committee meeting	N
NS/127/2021	Enforcement Improvement Plan	Agreed to note the content of this report. 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.	S Murphy	Report to be presented at future committee meeting	N

NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 21 SEPTEMBER 2021					
NS/137/2021	Translink proposed programme – Bus Shelters in Council area	To approve Option 2 – to 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 were deemed to be making limited progress in providing the bus shelter in Burren.	K Scullion	Noted	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 26 JANUARY 2022					
NS/004/2022	Trade Waste and Caravan Refuse Collection Services	Agreed to approve the report and recommendations:- 1. Alternate Weekly Commercial Waste Collection Service Commercial refuse customers (shops and businesses) to be contacted and advised of the proposed move to an alternate weekly collection cycle of residual and dry recyclable waste, where this is achievable. Commercial customers, (not including Caravan Operators) to	S Murphy	In progress	N

		be provided with appropriate bins to facilitate this change, so there is no cost burden to customers as a result of this change.			
NS/005/2022	Estates Management and Security Audit Findings	Agreed to approve the Estates Management and Security Action Plan and agree to quarterly updates being provided to the Committee on the implementation status of the Plan	K Scullion	In Progress	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 23 MARCH 2022					
NS/031/2022	Grounds Maintenance – Six Month Review and six-month Programme	Agreed to approve the proposed actions within the report (Sections 2.1 to 2.3 and Appendix 1). Also agreed officials investigate the history of the removal and continued spraying of hogweed by the legacy Council at Carnmeen Park/Rossmara Park/Mourne Drive Warrenpoint and report back to the Committee on how this recurring problem would be dealt with going forward.	K Scullion	Complete	Y

NS/039/2022	Business Case for replacement of mini excavator and dumper	Agreed to note the content of this report and associated Business Case and accept the conclusion of the Business Case to proceed to tender to procure a replacement mini excavator and dumper.	K Scullion	Tender with Council Procurement Section for issue.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2022					
NS/048/2022	Update on the development of the Council's Tree Strategy	Agreed to note the contents of the report and approve the presentation of the draft Tree Strategy to the Neighbourhood Services Working Group in May 2022 along with a review of progress in the Council achieving a cessation in the use of herbicides containing glyphosate.	K Scullion	In progress	N
NS/049/2022	Applications for bus shelters in Crossgar and Killyleagh	To note the contents of the report.	K Scullion	In progress	N
		Agree to the recommendations in Appendix 1 for the erection of a bus shelter at Cross Street Killyleagh and the relocation of the shelter at Downpatrick Street Crossgar.		In progress	N
		In relation to the application for a bus shelter at Catherine Street,			

		<p>Killyleagh, a decision be deferred pending further consultation with the PSNI in light of the anti-social behaviour issues raised by Members</p> <p>Officers to consult further with Translink on the option for Council to enter into an agreement with Translink for the provision of bus shelters at official bus stops.</p>		In progress	N
NS/050/2022	Trial of solar lights at Council bus shelters	<p>Agreed to recommend to proceed with the installation of solar lighting at 2 bus shelters near Attical with their effectiveness monitored and this information to be reported back to Committee.</p>	K Scullion	Solar lights have been installed and are working. In period of review.	N
NS/052/2022	Compost Week 2022	<p>Note and approve the additional activities in 2.2 to highlight and promote the importance of recycling food waste.</p> <p>1. Publication of new collection calendars 2. Issuing of 'No food waste' stickers for placement on black bins 3. Distribution of 100</p>	S Murphy	<p>Complete</p> <p>Complete</p>	N

		<p>new/replacement food caddies through Elected Representatives</p> <p>4. Issue of 10 food waste caddies to primary schools on request. (Max distribution 1000 caddies), to further promote food waste recycling in the home, as per previous Council decision.</p> <p>Note and approve the launch of an application process, with set criteria, to establish demand for deploying brown bins to residents of high rise buildings who were not previously provided with these.</p>		<p>Complete</p> <p>Complete</p> <p>In progress</p>	
NS/057/2022	Various issues concerning the Events Space Kilkeel	<p>Note the contents of the report.</p> <p>Approve the Officers recommendation that the legal position of the Council regarding its maintenance of the events space, Kilkeel, is reviewed with a separate report to be provided to the Council once this has been considered further.</p>	K Scullion	In progress	N
NS/059/2022	Business Case for the removal of leachate from closed landfill sites	Agreed to approve the business case for the removal and transport of leachate from Drumanakelly, Aughnagun and Croreagh closed	S Murphy	In progress	N

		landfill sites to a licensed treatment plant.			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 18 MAY 2022					
NS/076/2022	Contract for the transport of Mixed Dry Recyclable Waste	Agreed to approve that the contract for the receipt, storage, transfer and haulage of the Council's Mixed Dry Recyclables (MDR) waste be extended with the Council's current contractor from the 10 September 2022 for one year.	S Murphy	In progress	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 22 JUNE 2022					
NS/090/2022	Portable toilet trial as part of Council public toilet provision	Agreed that officials meet with representatives of Newcastle Yacht Club to discuss the potential of an SLA to enable the provision of shared public toilet facilities at their Club premises. Officials consider a request to investigate if there was adequate litter/dog fouling bins along the Greenway.	K Scullion	In progress	N

NS/091/2022	Enforcement Improvement Plan Update	<p>Agreed to note the content of this update report and to agree review of key actions from the Enforcement Improvement Plan to be incorporated into a timebound programme of work for 2022/23 and annually thereafter.</p> <p>Test case footpaths – small footpath leading to WIN – officers to examine this area for dog fouling.</p>	S Murphy	In progress	N
NS/092/2022	Business Case – to support the implementation of the Public Toilet Strategy	<p>To note contents of this report.</p> <p>Approve the recommendation within the Business Case for the provision of consultancy support to deliver on the objectives of the Public Toilet Strategy. Option 2 will see the appointment of the Councils nominated contractor under the SCAPE Framework to provide identified consultancy support and associated investigatory work up to the delivery of an economic appraisal</p>	K Scullion	AECOM appointed to complete Economic Appraisal.	N
NS/093/2022	Business Case for the provision of	Note the content of the report and associated Business Case.	K Scullion	In progress	N

	maintenance services for the Council's Public Toilets	Approve the recommendation within the Business Case for provision of maintenance services for Council's Public Toilets – Option 3 is chosen. Option 3 will see the appointment of a suitably qualified contractor to provide routine maintenance and provide break down cover for the Council Public Toilet Service which cannot be addressed by its own in-house maintenance team.			
NS/094/2022	Business Case for Annual Fixed Electrical Wiring and Emergency Lighting Testing	Note the content of the report and associated Business Case. Accept the conclusion of the Business Case that Option 2 is chosen as the preferred option. Option 2 will see the appointment, through a tender process, of a competent electrical contractor who will undertake these annual tests and where required, agreed remedial works to supplement in-house provision.	K Scullion	In progress	N
NS/095/2022	Business Case – provision of Bi-annual service of oil fired boilers and	Note the content of the report and associated Business Case.	K Scullion	In progress	N

	emergency breakdown cover for Council properties	<p>Approve the recommendation within the Business Case for provision of maintenance services for Council's oil-fired boilers – Option 3 is chosen.</p> <p>Option 3 will see the appointment of a suitably qualified contractor to provide biannual servicing of Council oil fired boilers, emergency breakdown cover and minor capital works.</p>			
NS/098/2022	Business Case for Marine Services covering Council harbours and navigational aids	<p>Note the content of the report and associated Business Case.</p> <p>Approve the recommendation within the Business Case for maintenance of the Council's LAtONs and other marine services works – Option 3 is chosen.</p> <p>Option 3 will see the appointment of a suitably qualified marine services engineering contractor to undertake maintenance of the Council's LAtONs, other marine services works and inspections.</p>	K Scullion	In progress	N
NS/101/2022	Waste Management Procurement Action Plan	Approve the progress update report.	S Murphy	In progress	N

		<p>Approve an extension to the Waste Management Procurement Action Plan to the 31st December 2022.</p> <p>Note that services will continue "out of contract" until new contracts are awarded and regularised.</p> <p>Note procurement update concluding issues previously highlighted.</p>			
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 17 AUGUST 2022					
SE/119/2022	Business Case – replacement of 4x4 vehicles for closed landfill sites	Agreed to approve the Business Case as per Appendix 1, for the replacement of one Four Wheel Drive Vehicle for use by the Waste Processing section to access and service closed landfill sites across Newry Mourne and Down District Council area.	S Murphy	In progress	N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 20 SEPTEMBER 2022					
SE/131/2022	Business Case – Driver CPC Training and Assessments and Loader training	Agreed to approve the Business Case as per Appendix 1, for the procurement of driver training including Driver CPC, induction and	S Murphy	In progress	N

		refresher training and assessment			
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 18 OCTOBER 2022					
SE/140/2022	Vegetation growth with Aughrim (Little River) at the Events Space Kilkeel	Agree to Council organising a consultation with all relevant stakeholders on the findings of the report. Consultation to include Mourne DEA Councillors; Kilkeel Development Association; landowners adjacent to this section of the river; DFI Rivers Agency and Inland Fisheries. The purpose of the consultation would be to seek to agree a preferred option and agreement on a way forward.	K Scullion	In progress	N
SE/142/2022	Update on Cleansing Workshop	Agreed to approve the report of the Elected Member District Cleansing Workshop held on 5 October 2022.	S Murphy	In progress	N
SE/143/2022	Notice of Motion – revenue from EU Charging Infrastructure	Agreed to endorse the recommendation made at the Strategic Finance Working Group Meeting of 16 June 2022 as set out in Section 2.2 of the report and that officers consider the most appropriate way forward in	A Cassells	In progress	N

		relation to identifying appropriate spaces that may be suitable for the proposal as outlined in the Notice of Motion.			
SE/144/2022	Proposed Phase 2 extension to Kilbroney Municipal Cemetery	Agreed to note the content of the report and to proceed with Option 2 for the Phase 2 development of Kilbroney Municipal Cemetery. Option 2 would include refurbishment works to the existing cemetery site and an extension to the cemetery (circa 208 burial plots) in line with current planning approval. It was also agreed to bring forward a proposal for lights for Phase 1 and 2 and the compound once planning had been approved.	K Scullion	Works commenced	N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE WEDNESDAY 23 NOVEMBER 2022					
	<i>SE/147/2022 – Clock at St. Mary's Parish Church, Newry</i>	In response to a request for an update from Councillor Taylor, Mr Scullion advised officers needed to consult with representatives from St. Mary's Church, Newry, to ascertain what input the Council previously had in terms of maintenance of this clock and a report would be brought back to	K Scullion	Report provided to S&E Committee on 22nd March 2023.	N

		Committee once these discussions had been held.			
SUSTAINABILITY AND ENVIRONMENT COMMITTEE WEDNESDAY 20 DECEMBER 2022					
SE/170/2022	Update on request to sub lease the Bog Road Amenity Area Forkhill	Agreed to note the content of the report and agree to the recommendations contained within section 2.3 of the report.	K Scullion	In progress	N
SE/171/2022	Newry Market Revitalisation	Agreed to note the content of the report and agree to the recommendations contained within section 2.3 of the report.	K Scullion	In progress	N
SE/172/2022	Facilities Management and Maintenance Procurement Action Plan update December 2022	Agreed to:- Note the progress update report; Approve an extension to the Neighbourhood Services Procurement Action Plan to the 30th of June 2023. Note that services will continue "out of contract" until new contracts are awarded and regularised.	K Scullion	In progress	N
SE/173/2022	Waste Management Procurement Action	Agreed to:- Note the progress update report in Appendix 1;	S Murphy	In Progress	N

	Plan Update December 2022	<p>Approve an extension to the Waste Management Procurement Action Plan to the 30th of June 2023.</p> <p>Note that services will continue "out of contract" until new contracts are awarded and regularised.</p> <p>Note procurement update concluding issues previously highlighted.</p>			
SUSTAINABILITY AND ENVIRONMENT COMMITTEE WEDNESDAY 25 JANUARY 2023					
SE/005/2023	Proposed Mobile Phone installation at Downpatrick HRC site	<p>Agreed to note the contents and agree to:-</p> <p>Cornerstone progressing with their proposal to install mobile phone infrastructure at Downpatrick HRC site to replace a nearby site to provide continuation of service in the immediate area for both 02 and Vodafone, subject to them obtaining all necessary statutory consents.</p>	S Murphy	In progress	N

		That the matter of any lease, wayleave or other legal agreement be properly referred to the Strategy Policy and Resources Committee.			
SE/006/2023	Economic Appraisal for provision of Christmas Illuminations and ad hoc celebratory lighting	Agreed to note the content of the report and approve the recommendation from the Economic Appraisal that Option 3 was the preferred option. Option 3 would see the Council enter into contract with a provider of Christmas and ad hoc illuminations for a five-year period. The contract would include both use of the Council's own illuminations and where appropriate and agreed by Council the hire of illuminations.	K Scullion	In Progress	N
END					