

February 29th, 2024


Notice Of Meeting

You are requested to attend the meeting to be held on **Wednesday, 6th March 2024 at 7:00 pm** in **Hybrid - Church Street, Newtownards & via Zoom.**

Agenda

Agenda

(Attached)

 *EC 06.03.24 Agenda.pdf*

Page 1

1. Apologies

2. Declarations of interest

Reports for Approval

3. Proposed Street Naming - Coastlands, Ballyhalbert

(Report attached)

 *Item 3 Street Naming Report Coastlands Ballyhalbert DL.pdf*

Page 3

4. Grant of Entertainment Licences

(Report attached)

 *Item 4 Grant of Entertainment Licences DL.pdf*


Page 4

5. Review of Pavement Cafe Licence Fees

(Report attached)

 *Item 5 Review of Pavement Cafe Licence Fees DL.pdf*

Page 6

 *Item 5 Appendix Email of objection Camphill Cafe.pdf*

Page 8

6. Licensing Fee Schedule 2024/25

(Report attached)

 *Item 6 Licensing Fee Schedule 2024 DL.pdf*

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 *Item 6 Appendix Schedule of Fees.pdf*

Page 10

7. Designated Persons Recommendations

(Report attached)

 *Item 7 Harbours - Designated Person Recommendations DL.pdf* *Page 14*

 *Item 7 Appendix - Harbours 5 year safety plan.pdf* *Page 17*

8. Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations 2024

(Report attached)

 *Item 8 Proposals for NI Council Collaboration on Extended Waste Producer Responsibility for Packaging Waste DL.pdf* *Page 18*

9. Proposed Additional "Dogs On Lead" Signage for Bangor Seafront

(Report attached)

 *Item 9 Dogs on Lead Signage Bangor Seafront DL.pdf* *Page 21*

 *Item 9 Appendix A - ND - Dogs on Leads (Prom & Gardens) - Signed 26.02.2013.pdf* *Page 23*

 *Item 9 Appendix B - Dogs on Leads Sign Feb 2024.pdf* *Page 26*

Reports for Noting

10. Q1 Licensing Service Activity Report (April - June 2023)

(Report attached)

 *Item 10 Quarter 1 Licensing Service Activity Report April - June 2023 DL.pdf* *Page 27*

11. Northern Ireland Local Authority Municipal Waste Management Statistics, Q2 July to September 2023

(Report attached)

 *Item 11 NI Local Authority Municipal Waste Management Statistics July to September 2023 DL.pdf* *Page 32*

12. Removal of Carcasses from Foreshore

(Report attached)

 *Item 12 NOM Report - Removal of Carcasses from Foreshore DL.pdf* *Page 42*

13. Notices of Motion

13.1 Notice of Motion submitted by Councillor McKee, seconded by Councillor Kendall

This Council notes the importance of outdoor lighting on Council land and buildings for public safety, security and tourism. Moreover, it acknowledges the benefits of energy efficient lighting in the Council's decarbonisation journey and the financial savings that are realised.

However, this Council also notes the negative consequences artificial lighting has on our wildlife despite the importance and benefits outdoor lighting can bring. As a Borough committed to improving biodiversity, this Council will ensure that all future installation or retrofitting of outdoor lighting is nature friendly and take cognisance of our obligations for protection of priority specials in the Local Biodiversity Action Plan. Furthermore, that the Council's current outdoor LED lighting is assessed for the potential for retrofitting.

14 Any Other Notified Business

*****IN CONFIDENCE*****

Reports for Approval (In Confidence)

15. Tender for the Provision of Fuel Oil Supplies

(Report attached)

 *Item 15 Tender for Provision of Fuel Oils 2024-26 DL.pdf*

Not included

16. Tender for the Repair of Plumbing Works at Council Properties

(Report attached)

 *Item 16 Tender for the Repair of Plumbing Works DL.pdf*

Not included

17. Costs for Externally Lighting Buildings

(Report attached)

Reports for Noting (In Confidence)

18. Update Report on Review of Kerbside Waste Collection Services

IN CONFIDENCE

(Report attached)

 *Item 18 Update Report on Kerbside Waste Collection Services Review DL.pdf*

Not included

ARDS AND NORTH DOWN BOROUGH COUNCIL

29 February 2024

Dear Sir/Madam

You are hereby invited to attend a hybrid meeting (in person and via Zoom) of the Environment Committee of Ards and North Down Borough Council in the Council Chamber, 2 Church Street, Newtownards on **Wednesday, 6 March 2024** commencing at **7.00pm**.

Yours faithfully

Stephen Reid
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Apologies
2. Declarations of Interest

Reports for Approval

3. Proposed Street Naming - Coastlands, Ballyhalbert (Report attached)
4. Grant of Entertainment Licences (Report attached)
5. Review of Pavement Café Licence Fees (Report attached)
6. Licensing Fee Schedule 2024/25 (Report attached)
7. Designated Persons Recommendations (Report attached)
8. Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations 2024 (Report attached)
9. Proposed Additional "Dogs On lead" Signage for Bangor Seafront (Report attached)

Reports for Noting

10. Q1 Licensing Service Activity Report (April – June 2023) (Report attached)
11. Northern Ireland Local Authority Municipal Waste Management Statistics, Q2 July to September 2023 (Report attached)

12. Removal of Carcasses from Foreshore (Report attached)

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However, this Council also notes the negative consequences artificial lighting has on our wildlife despite the importance and benefits outdoor lighting can bring. As a Borough committed to improving biodiversity, this Council will ensure that all future installation or retrofitting of outdoor lighting is nature friendly and take cognisance of our obligations for protection of priority species in the Local Biodiversity Action Plan. Furthermore, that the Council's current outdoor LED lighting is assessed for the potential for retrofitting.

14. Any Other Notified Business

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Reports for Approval (In Confidence)

15. Tender for the Provision of Fuel Oil Supplies (Report attached)

16. Tender for the Repair of Plumbing Works at Council Properties (Report attached)

17. Costs for Externally Lighting Buildings (Report attached)

Reports for Noting (In Confidence)

18. Update Report on Review of Kerbside Waste Collection Services (Report attached)

MEMBERSHIP OF ENVIRONMENT COMMITTEE (16 Members)

Alderman Armstrong-Cotter	Councillor Kerr
Councillor Blaney	Alderman McAlpine
Councillor Boyle	Councillor McKee
Alderman Cummings (Vice Chair)	Councillor McKimm
Councillor Cathcart	Councillor Morgan (Chair)
Councillor L Douglas	Councillor Rossiter
Councillor Edmund	Councillor Smart
Councillor Harbinson	Councillor Wray

Unclassified

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ITEM 3**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	05 February 2024
File Reference	FP/2023/2991/ 90101
Legislation	Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Proposed Street Naming - Coastlands, Ballyhalbert
Attachments	None

A small development comprising six dwellings is currently under construction on lands at Shore Road, Ballyhalbert.

The developer has requested the name Coastlands for the new development.

The name is appropriate for the site and its location and is in keeping with the general neighbourhood.

RECOMMENDATION

It is recommended that Council agree to adopt the street name Coastlands for this development, and that the Council accepts the general name and delegates acceptance of suffixes to the Building Control department.

Unclassified

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ITEM 4**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	12 February 2024
File Reference	LR 100 /90101
Legislation	The Local Government (Miscellaneous Provisions) (NI) Order 1985
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Grant of Entertainment Licences
Attachments	None

Applications have been received for the Grant of an Entertainment Licence as follows:

1. Trinity Presbyterian Church Hall, 69 Main Road, Cloughey

Applicant: Geoffrey C Stewart, Seahaven Drive, Portavogie

Days and Hours: Monday to Sunday 1pm – 10.30pm

Type of entertainment: Theatrical performance, dancing, singing or music or any other entertainment of a like kind.

2. Exploris Aquarium, The Rope Walk, Castle Street, Portaferry

Applicant: Kieran Quinn, Millview, Portaferry

Not Applicable

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Days and Hours: The permitted hours during which intoxicating liquor may be sold or consumed on these premises under the Licensing (NI) Order 1996

Type of entertainment: Dancing, singing or music or any other entertainment of a like kind.

There are no objections to these applications.

RECOMMENDATION

It is recommended that the Council grants the applications.

Unclassified

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ITEM 5**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	19 February 2024
File Reference	LR /PC / 90101
Legislation	Licensing of Pavement Cafes Act (NI) 2014
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Review of Pavement Cafe Licence Fees
Attachments	Email from Camphill Café, Holwood

Background

The Council in November 2023 agreed proposed new fees for Pavement Café Licences as shown below and to consult upon these (the Act specifically requires such consultation where pavement café licence fees are being set or altered).

	Previous fee	Proposed fee
Grant fee	£225 (£147 non-refundable plus refundable £78)	£240 (£157 non-refundable plus £83)
Renewal fee	£150 (£103 non-refundable plus refundable £47)	£160 (£110 non-refundable plus £50)
Variation fee	£85	£91

Not Applicable

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The Council is permitted to charge a fee to administer the Pavement Café Licensing regime.

In June 2020 the Council reduced the application fee from £225 to nil to help premises in their recovery from the COVID emergency. This was reviewed in June 2021 and the nil fee was retained at that time.

Currently 51 premises hold a pavement café licence.

Consultation

All current licence holders were written to and advised of the proposed new fees and that they could provide their comments within 28 Days.

At the end of the consultation period one email was received from Camphill Café, Holywood objecting to the increase (copy attached).

Given that the substantive issue raised in the letter of objection of other non-hospitality traders using public footpaths to display/sell goods, is not an issue that is under Council control but rather an issue for DfI, and the fact that other Council goods and services have been increased annually, it is proposed that the fees for grant, renewal and variation of Pavement Café Licenses should be increased as set out in this report

RECOMMENDATION

It is recommended that the Council agrees to changes to Pavement Café Licensing fees as set out in this report.

Brown, David

From: Andrea (Susi) Diesel <susi@camphillhollywood.co.uk>
Sent: 05 February 2024 13:20
To: Licensing and Regulatory Services Team
Subject: Lic PLC 13

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Regarding Licensing of Pavement Café (NI) Act 2014

Thank you very much for the information of a proposed uplift in the pavement licence.

May I please raise my concern in regards to the application of this license.

Whilst the uplift proposed of £10 is minor I would like to highlight again the inequality in which this is applied.

There are currently a variety of traders that maintain café furniture on the Highstreet without obtaining a pavement license and/or are adhering to the current requirements of boarders around their outdoor furniture.

Hospitality sector continues to struggle with the increase of heat and light, increase of food cost post Brexit and the higher proportion of wage responsibility due to the nature of the business. NLW is to go up by 10% in April and will again put pressure on the hospitality sector.

The additional cost of a pavement licence is hard to stomach when other non-hospitality traders are able to place goods for sale on the high street without any additional cost or safety precautions/barriers.

I fail to understand the purpose of this license if it is not applied to all traders and/or is equally applied and standards of adherence are monitored.

Kind Regards

Susi Diesel
Manager of Camphill Café

Unclassified

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ITEM 6**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	21 February 2024
File Reference	LR /PC / 90101
Legislation	Licensing of Pavement Cafes Act (NI) 2014
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Licensing Fee Schedule 2024/25
Attachments	Schedule of Licensing Fees

Services are required to publish their list of fees on an annual basis and Council policy requires all fees to be increased by the rate of inflation where possible. Statutory fees set out in the various pieces of legislation and can only be changed by the Assembly and are therefore not subject to increase as part of this fees policy.

RECOMMENDATION

It is recommended that the Council notes the fees for 2024-25.

LICENSING PRICING SCHEDULE	Current Fee	Revised Fee from 1 April 2024
AMUSEMENT PERMITS – statutory fee		
Provision of gaming machines with maximum jackpot of £8	£32	£32
Provision of gaming machines with maximum jackpot of £25	£250	£250
ENTERTAINMENT LICENSING -statutory fee		
<u>Occasional Licence - Indoor</u>		
Not more than 100 persons	£50	£50
101-200	£75	£75
201-300	£125	£125
301-500	£200	£200
501-1000	£375	£375
Over 1000 persons	£500	£500
<u>Full Licence - Indoor</u>		
Not more than 100 persons	£100	£100
101-200	£150	£150
201-300	£250	£250
301-500	£400	£400
501-1000	£750	£750

Over 1000 persons	£1000	£1000
Premises providing an indoor circus	£50	£50
Premises providing machines for entertainment or amusement or equipment for playing billiards, pool, snooker or similar	£100	£100
Churches and Schools (Occasional Licence)	£50	£50
Voluntary Organisations and Charity (Occasional Licence)	£50	£50
Variation of Entertainments Licence	£80	£80
<u>Outdoor Musical Entertainment</u>		
Not more than 500 persons	£1000	£1000
Over 500 persons	£2000	£2000
Voluntary Organisations and Charity (Occasional Licence up to 500 persons)	£125	£125
Voluntary Organisations and Charity (Occasional Licence over 500 persons)	£250	£250
CINEMATOGRAPH LICENCE – statutory maximum fee		
Premises up to 200 persons	£200	£600
Premises up to 400 persons	£400	£600
Premises exceeding 400 persons	£600	£600
Fee for transfer of Licence	£120	
HIGH HEDGES – statutory max fee is £360		
Fee for processing a formal complaint	£360	£360

PAVEMENT CAFE		
Application (£147 admin fee non-refundable + £78)	£0	To be determined
Renewal (£103 admin fee non-refundable + £47)	£0	“
Variation of Licence (£85 admin fee non-refundable)	£0	“
PLACE APPROVAL FOR MARRIAGES AND/OR CIVIL PARTNERSHIPS		
Place Approval for Civil Marriages	£250	£267
Place Approval for Civil Partnerships	£250	£267
ROAD CLOSURE NOTICE		
Special Event on the road	£275 (£125 admin non-refundable + £150)	£293 (£133 admin fee non-refundable + £160)
Small Special Event	£150	£160
SOCIETY LOTTERY – statutory fee		
Application	£35	£35
Renewal	£17.50	£17.50
STREET TRADING		
Stationary Trader	£286 (£39.00 app fee non-refundable + £247)	£286
Mobile Trader	£137 (£39.00 app fee non-refundable + £98)	£137
Temporary Licence	£10	£10

Variation of Licence	£39	
BANGOR MARKET		
Winter (Jan - Mar) Per Car Park Space	£7	£7.50
Summer (April - Dec) Per Car Park Space	£10	£11.00

Unclassified

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ITEM 7

Ards and North Down Borough Council

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	12 February 2024
File Reference	65373
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Port Marine Safety Code - Designated Person Audit Recommendations for Council Harbours
Attachments	Appendix 1 - 5 Year Safety Plan

1. Introduction

Members will recall that during his audit results presentation to Committee in January 2024, Council's Designated Person, Kevin Baird made a number of recommendations in regard to management of our harbours under the Port Marine Safety Code.

The purpose of this report is to update Members on how these recommendations will be addressed.

2. Recommendations

Recommendation 1: "I would recommend that the letter of Compliance issued to the MCA on 1st Dec 2023 be published (online) alongside the MSMS & Consultation Info."

Not Applicable

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Action to be taken: Officers will update the “Harbours” section of the Council website with this information.

Recommendation 2: *“I would recommend the Councils website relating to the harbours be updated to reflect recent changes and to include updated Notices to Mariners.”*

Action to be taken: As per action 1 above, all relevant information will be updated on the Council website. However, Notices to Mariners typically comprise time-sensitive information, for example to advise mariners about navigational hazards. Therefore, officers do not deem the website is the most appropriate means to disseminate this information. Harbour staff currently use a text message system to alert all berth holders instantly of such matters. Printed versions are also placed on all harbour notice boards. In addition, the information is also distributed via Bangor Marina’s Facebook page (8.5k followers). The existing measures are thought to be sufficient.

Recommendation 3: *“I would recommend that printed copies of the PMSC and Guide to Good Practice be issued to every member of this committee.”*

Action to be taken: The Port Marine Safety Code comprises 39 pages and the associated guide to good practice is 195 pages. Therefore, in the interests of reducing our use of paper, the relevant web link is provided below as part of this report.

[Port marine safety code - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Recommendation 4: *“I would recommend that the Council publish a 3-year safety plan, stating safety objectives with suitable timelines to add to its relevance.”*

Action to be taken: Some activities are programmed over 5 years so it was thought that a 5 year plan is more appropriate. A draft 5-year plan is attached for Members approval.

Recommendation 5: *“I would recommend that that this committee be regularly briefed (every 6 months) by the HM or an appointed Council Officer on the higher ranked hazards and incident reports as a standing agenda item at committee meetings.”*

Action to be taken: A 6 month briefing has been included in the above safety plan and a template attached for approval.

Recommendation 6: *“There is clear evidence of Stakeholder engagement with mooring holders and water users. It is worth considering establishing one or more forum/fora to ensure all stakeholders, including contractors, have been given an opportunity to comment on the safety of operations. These meetings to be minuted/recorded.”*

Not Applicable

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Action to be taken: Officers propose to set up a Marine Safety Stakeholder's group and hold a meeting every 6 months, or more regularly if subsequently deemed appropriate by the group.

RECOMMENDATION

It is recommended that the Council approve and implement the above actions to address the recommendations noted by the Council's "Designated Person", Kevin Baird.

Harbours 5 Year Safety Plan

Category	Item	2024	2025	2026	2027	2028
Risk Assessments Review	Review Operational Risk Assessments	MAR	MAR	MAR	MAR	MAR
	Review Harbour user risk assessments	MAR	MAR	MAR	MAR	MAR
	Review Navigation Risk Assessments	JUN	JUN	JUN	JUN	JUN
Training Review	Sea Survival (MCA approved)	JAN	JAN	JAN	JAN	JAN
	First Aid (MCA approved)	JAN	JAN	JAN	JAN	JAN
	OSPR 1p, 2p and 5p (MCA approved)	JAN	JAN	JAN	JAN	JAN
	Fire Fighting (MCA approved)	JAN	JAN	JAN	JAN	JAN
	Safety awareness (MCA approved)	JAN	JAN	JAN	JAN	JAN
	Harbour Master Diploma for Snr Marine Op.	n/a	DEC	n/a	n/a	n/a
Conservancy	Hydrographic Survey Ballyhalbert	MAR	n/a	n/a	n/a	n/a
	Hydrographic Survey Cook St	n/a	MAR	n/a	n/a	n/a
	Hydrographic Survey Donaghadee	n/a	n/a	Nov	n/a	n/a
	Hydrographic Survey Ballywalter	n/a	n/a	n/a	Nov	n/a
	Hydrographic Survey Groomsport	n/a	n/a	n/a	n/a	MAR
	Structural Survey Ballyhalbert	MAR	n/a	n/a	n/a	n/a
	Structural Survey Cook St.	n/a	MAR	n/a	n/a	n/a
	Structural Survey Donaghadee	n/a	n/a	Nov	n/a	n/a
	Structural Survey Ballywalter	n/a	n/a	n/a	Nov	n/a
	Structural Survey Groomsport	n/a	n/a	n/a	n/a	MAR
Stakeholder engagement	Marine Safety Engagement Day	APR	APR	APR	APR	APR
	Marine Safety Activity Day	JUL	JUL	JUL	JUL	JUL
	Marine Safety Stakeholder Meeting 1	n/a	FEB	FEB	FEB	FEB
	Marine Safety Stakeholder Meeting 2	JUL	JUL	JUL	JUL	JUL
Emergency Response	Review Emergency Response Plan	JUL	JUL	JUL	JUL	JUL
	Review Oil Spill Response	JUL	JUL	JUL	JUL	JUL
	MCA Review	n/a	n/a	n/a	n/a	JAN
Environmental	Review Port Waste Management Plan	JUN	JUN	JUN	JUN	JUN
	Environmental Audit	OCT	OCT	OCT	OCT	OCT
Harbour Work Boats	Survey by MCA	n/a	n/a	n/a	n/a	JUN
Harbour Work Boats	Self Cert Checks by Harbour Staff	JUN	JUN	JUN	JUN	JUN

Unclassified

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ITEM 8**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	23 February 2024
File Reference	
Legislation	Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations 2024
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Proposals for NI Council Collaboration on Extended Waste Producer Responsibility Regime for Packaging Waste
Attachments	None

1.0 Purpose of Report

1.1 To advise / update Members on discussions at a national level with regard to agreeing proposals across the four UK nations in respect of proposals / draft regulations for Extended Producer Responsibility (EPR) for packaging waste scheme.

1.2 To seek member approval to recruit a shared waste specialist to deal with the implications of EPR, representing and assisting District Councils and NILGA on national forums with regard to policy development for EPR, a Deposit Return Scheme (DRS) and Common Collections Guidance in consideration of meeting waste, circular economy and climate goals.

Not Applicable

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2.0 Background

2.1 'Producer responsibility' is a concept used widely within the waste regulation sector aimed at ensuring that businesses that manufacture, import and sell products onto the open market are responsible for their end-of-life environmental impact.

2.2 The regulations require businesses to minimise waste arising from these products and promote their reuse.

2.3 The current producer responsibility system for packaging has been in operation since 1997 however it has not covered the full costs of recovering / disposing of packaging waste.

2.4 DAERA launched a public consultation on packaging EPR in July 2023. The consultation was UK wide and ran until the 9th October 2023. The purpose of the consultation was to test the clarity of the obligations created in the regulations and test their operability.

2.5 Following the consultation closure further discussions took place with all stakeholder organisations following which it was agreed to pause the process to allow for further and detailed engagement across all UK regions.

2.6 This engagement has developed into practical implementation, with local government being brought together with the packaging sector, as part of the whole collection and packaging value chain in a Steering Group to design a "Scheme Administrator" which will be responsible for delivery of the pEPR scheme from 2025.

2.7 The new UK pEPR scheme will move the cost of dealing with packaging waste away from the taxpayer and on to packaging producers, who will pay for the full cost of managing packaging waste from households. Through the fees they pay to councils, producers will be incentivised to use less packaging, to use packaging that can be recycled, and to meet higher recycling targets.

3.0 Key Issues

3.1 Extended Producer Responsibility (EPR) will move the full cost of dealing with packaging waste from households away from local ratepayers and councils to the packaging producers (applying the Polluter Pays principle) giving producers responsibility for their packaging throughout its life cycle.

3.2 The scheme / regulations once finalised will encourage producers to reduce their use of packaging and use packaging that is easier to recycle. Producers will be required to pay more for less sustainable packaging, incentivizing producers that use less material and which is easier to recycle.

3.3 Producers will also be responsible for meeting ambitious new recycling targets and to use clear recycling labelling to make it easier for consumers to do the right thing.

Not Applicable

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3.4 A national Steering Group is being established with representatives from local government across the UK invited to participate so as to ensure that the views and considerations of local authorities are fully reflected in the design and implementation of the finalised scheme.

3.6 In consideration of the above it is the considered view of SoLACE, Council Waste Forum (CWF) and NILGA that a dedicated resource be appointed to represent all of Northern Ireland's District Councils on this steering group, and related (preparatory) national meetings of local government.

3.7 Following discussions with SIB, they have agreed to recruit and manage this resource with the postholder working 2.5 days per week on EPR and related matters for the 11 district councils.

3.8 The postholder will report to and receive direction from a co-ordinating group of SoLACE (via CWF), SIB and NILGA on a regular basis.

4.0 Implications

4.1 The Regulations are consistent with Councils commitment to reduce waste and to encourage greater recycling whilst delivering positive climate benefits.

4.2 The extended EPR regulations plays a part in the UK government's strategy in meeting net zero carbon emissions by 2050. The new EPR regime aims to deliver a more circular economy and achieve a reduction in the environmental impact of packaging through its life cycle.

4.3 The impact of these regulations for Council will result in a net gain as producers make payments for the costs of managing household waste. This is thought to provide an estimated £1.2 billion of funding to local authorities across the UK each year for managing packaging waste easing pressures on Council's current tight budgets.

4.4 Councils are asked to provide funding to support the appointment of this resource for a minimum 2-year period with each authority contributing £5K per annum.

RECOMMENDATION

It is recommended that the Council approves this approach and our participation in the funding of a shared waste specialist to represent all NI Councils in the development and finalisation of the new EPR regime.

Unclassified

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ITEM 9**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	21 February 2024
File Reference	92000
Legislation	Clean Neighbourhoods and Environment Act (NI) 2011
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Proposed Additional "Dogs On lead" Signage for Bangor Seafront
Attachments	Appendix A Dogs on Leads (Promenades and Gardens) Order 2013 Appendix B Proposed Sign Design

In May of 2013 legacy North Down Borough Council exercised its power under the Clean Neighbourhoods and Environment Act (NI) 2011 to introduce the Dog on Leads (Promenades and Gardens) Order for 10 specific areas including Ballyholme Promenade and Bangor Seafront. Dog Control Orders replaced the previous system of byelaws for the control of dogs and the statutory procedure (including consultation) was followed at the time for the introduction of such Orders.

It was subsequently noted that an absence of signs to advise dog walkers, restricted the impact of this dog control order. In February 2023 the Council agreed to a trial of surface markings and signage at Ballyholme Promenade. The signage trial was aimed at encouraging better compliance with existing legal controls, and

Not Applicable

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no decision was being sought from the Council about changes or extensions to such controls.

The area was the subject of monitoring prior to the display of new signage and reviewed one year later. Since introduction of the new signage, no complaints have been received concerning uncontrolled dogs on the promenade and whilst fouling still occurs sporadically, the level appears to have reduced because of the greater supervision of dogs by dog walkers. Our Cleansing Section has confirmed that there is now no highlighted reason for concern about the fouling levels in the area.

Further inspections of Ballyholme Promenade have been carried out and full compliance at the time of patrolling has been noted, with all dogs in the area being walked on a lead.

Following the successful signage trial at Ballyholme Promenade, officers have inspected the Bangor seafront area with a view to providing signage at access points - to encourage compliance once again with the existing control order that applies to the area. The area between Pickie Breakwater and Eisenhower Pier is a popular mixed use/shared space, where unfortunately some dog walkers appear not to be aware of the dogs on lead requirement and no appropriate signage exists.

It is estimated that some eleven signs would be needed immediately with, some required to be held in reserve. The estimated cost of erecting 15 x A2 Aluminium signs is £1,542. This can be facilitated from our existing budget.

RECOMMENDATION

It is recommended that the Council expands the provision of 'dogs on lead' signage as outlined in this report.

The Clean Neighbourhoods and Environment Act (Northern Ireland) 2011

The Dog Orders (Prescribed Offences and Penalties etc.) Regulations

(Northern Ireland) 2012 (S.R. 2012 No 114)

The North Down Borough Council

Dog on Leads (Promenades and Gardens) Order 2013

North Down Borough Council make the following order –

Commencement

1. This Order comes into operation on 1st May 2013.

Application

2. This Order applies to the land specified in the Schedule.

Offence

3. (1) Any person in charge of a dog is guilty of an offence if, at any time, on any land to which this Order applies the person does not keep the dog on a lead of not more than 2 metres in length, unless-
 - (a) the person has a reasonable excuse for doing so; or
 - (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to the person failing to do so.


(2) For the purposes of this Article a person who habitually has a dog in their possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

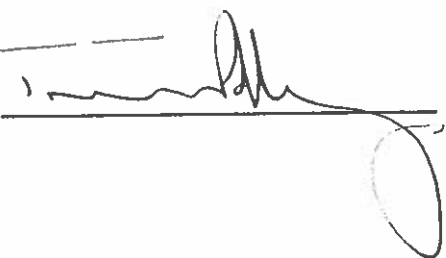
Penalty

4. A person guilty of an offence under Article 3 is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

Dated: 26th February 2013

Sealed with the Corporate Seal of the North Down Borough Council in the presence of:

Mayor 

Chief Executive/ Town Clerk 

Schedule

Ballyholme Promenade
Bangor Seafront Promenade and Piers
Bangor Seafront Gardens
Bangor Sportsplex
Marine Gardens, Bangor
Pickie Fun Park
Seapark Recreational Grounds
Walled Gardens, Castle Park
Ward Park
Wetlands Park, Balloo



**DOGS MUST BE
KEPT ON LEADS
AT ALL TIMES IN
THIS AREA**

MAXIMUM FINE £1,000

ardsandnorthdown.gov.uk
0300 013 3333



**Ards and
North Down**
Borough Council

Unclassified

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ITEM 10**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	19 February 2024
File Reference	LQR / 90100
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: If other, please add comment below:
Subject	Q1 Licensing Service Activity Report (April – June 2023)
Attachments	None

1.0 Introduction

The information provided in this report covers, unless otherwise stated, the period from **1 April to 30 June 2023**. The aim of the report is to provide members with details of some of the key activities of the Licensing Service, the range of services it provides along with details of level of performance.

2.0 Applications Received

The Service deals with a wide range of licensing functions which require the officers to consult with the PSNI, NIFRS and a range of other internal Council Sections in making their assessment of an application.

Unclassified

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	Period of Report April – June 23	Same quarter last year April – June 22
Entertainment Licence	40	6
Cinema Licence	0	0
Amusement Permits	1	1
Marriage and Civil Partnership Place Approval	2	6
Pavement Café Licence	23	3
Street Trading Licence	0	2
Lottery Permits	0	1

Most of the licences issued are for renewals and hence the workload is constant year on year. Renewing a licence still entails considerable work to assess the application and consult with the other bodies.

3.0 Regulatory Approvals

This is the number of licences, approvals and permits that have been processed and issued.

	Period of Report April – June 23	Same quarter last year April – June 22
Entertainment Licence	24	4
Cinema Licence	0	0
Amusement Permits	0	0
Marriage and Civil Partnership Place Approval	5	7
Pavement Café Licence	10	1
Street Trading Licence	2	0
Lottery Permits	0	1

4.0 Inspections

The service carries out a range of inspections in connection with the grant and renewal of licences to establish if the premises are suitable. In some cases, Council officers inspect with officers from the NIFRS.

Unclassified

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During performance inspections are an important element in ensuring the licensees are abiding by their licence terms and conditions and that they are safe for patrons.

	Period of Report April – June 23	Same quarter last year April – June 22
Initial/ renewal Entertainment Licence Inspections	24	4
During performance Inspections	52	17
Initial Inspections of Street Cafes	23	3
Initial Inspections of Places of Marriage and Civil part.	1	0
High Hedges Site Investigations	1	1

The Service has an annual planned programme of ‘during performance inspections’ which concentrates on the higher risk premises such as night clubs through the year.

5.0 CCTV Management

The following table provides a breakdown of incidents captured on town centre CCTV during the 6-month period, 1 January 2023 to 30 June 2023.

Date	Time	Incident	Action
13.01.23	11.20	Road Traffic Accident High Street, Hollywood	CCTV footage provided to driver
23.01.23	11.55	Road Traffic accident High Street, Hollywood	CCTV footage provided to PSNI
12.01.23	23:25	Altercation between two individuals in High Street Bangor	No request from PSNI
21.01.23	21:45	Accidental injury to pedestrian - High Street Bangor	Contacted Safe Zone who gave her First Aid
02.02.23	22:50	Altercation between two individuals at Taxi Rank Abbey Street, Bangor	No request from PSNI
11.02.23	11.45	Altercation between two individuals - Main Street, Bangor	No request from PSNI

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17.02.23	21:20	Altercation between two individuals – High St, Bangor	No PSNI request
12.03.23	2:10	Altercation between three individuals at Taxi Rank Bridge Street, Bangor	No PSNI request
26.03.23	00:40	Altercation between group of individuals - High Street, Bangor	No PSNI request
12.04.23	14.45	Altercation between two individuals - High Street, Bangor	No PSNI request
08.06.23	21.20	Altercation between two individuals - Main Street, Bangor	No PSNI request
09.06.23	01.10	Assault High Street, Bangor	Footage provided to PSNI
09.06.23	15.20	Assault Main Street, Bangor	Footage provided to PSNI
16.06.23	11.50	Bicycle incident - Bridge Street, Bangor	No PSNI request
17.06.23	01.45	Altercation between two individuals - High Street, Bangor	No PSNI request

In line with agreed protocol, minor altercations are not proactively reported or CCTV footage provided to PSNI, unless a police complaint is made and/or PSNI request the information. More serious incidents (e.g. ongoing significant issue, altercation involving injury etc.) are proactively reported to PSNI. PSNI can access CCTV footage of any incident/timeframe/location upon request.

6.0 Off Street Car Parking

The council currently operates 22 pay and display car parks in Bangor, Hollywood and Newtownards. Ticket sales and usage have not returned yet to pre Covid levels.

Table 1: Income from Ticket Sales

	Period of Report	Previous year
Income from ticket sales	£192,784	£154,671

Table 2: PCN's Issued

	Period of Report	Same quarter previous year
Bangor	227	341
Hollywood	300	264
Newtownards	360	449

Unclassified

Total	937	1054
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RECOMMENDATION

It is recommended that the Council notes the report.

Unclassified

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ITEM 11**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	09 February 2024
File Reference	53042
Legislation	Waste and Contaminated Land (NI) Order 1997
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/> If other, please add comment below: Not relevant
Subject	Northern Ireland Local Authority Municipal Waste Management Statistics, July to September 2023
Attachments	None

Introduction

The official waste management statistics for the second quarter of 2023/2024 (July to September 2023) have been released by the Northern Ireland Environment Agency.

The aim of this report is to:

1. Report key quarterly waste management performance statistics relative to the new baseline year of 2021-22, and
2. Provide some detail around operational waste service management activities/actions that have been implemented during the quarter with the aim of improving performance.

In summary, all key indicators have been positive for this reporting period relative to our comparator 2021-22 baseline year. We have experienced a decrease in our total municipal waste arisings and falls in both total waste and landfill waste received at HRCs and kerbside. The landfill disposal cost saving for the quarter, relative to

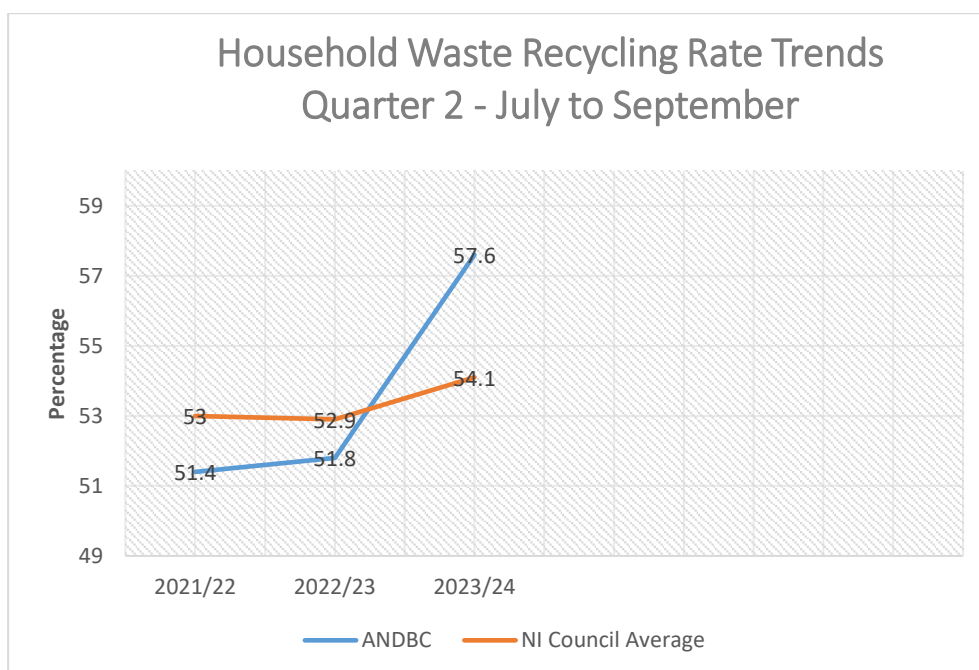
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the same period during the 2021-22 baseline year, equates to almost £277K at the current landfill gate fee and tax rate. Our recycling rates both at HRCs and kerbside have increased, and our overall Borough household waste recycling rate increased by 6.2% against the same quarter in the 2021-22 baseline reporting year - compared to a NI Council average increase of just 1.1%.

1.0 Northern Ireland Local Authority Collected Municipal Waste Management Statistics – July to September 2023

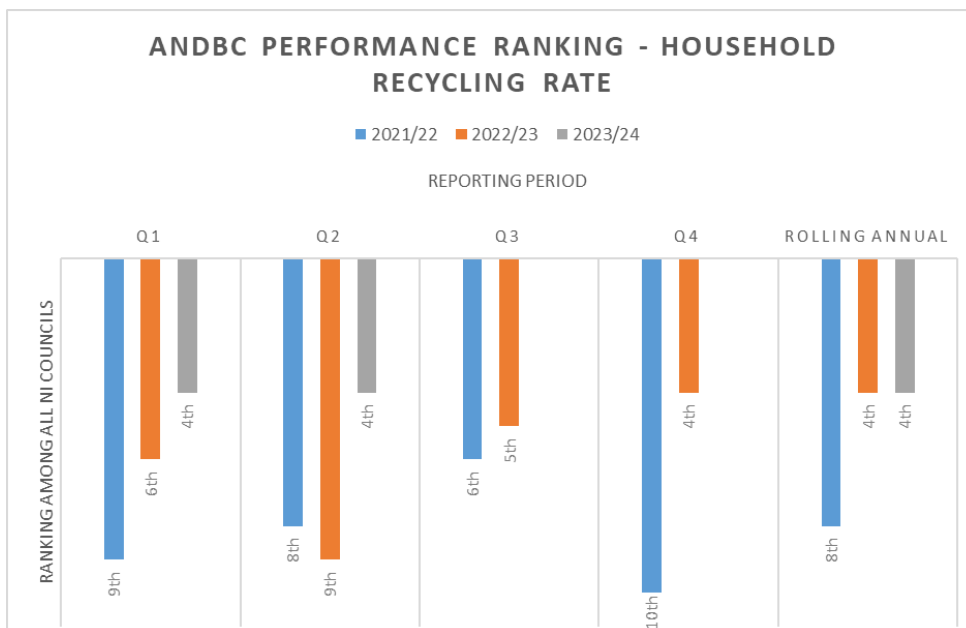
The significant headlines contained within the latest DAERA report show that:

- i. Our household waste recycling rate **increased** by 5.8% compared to Q2 last year, from 51.8% to 57.6%.

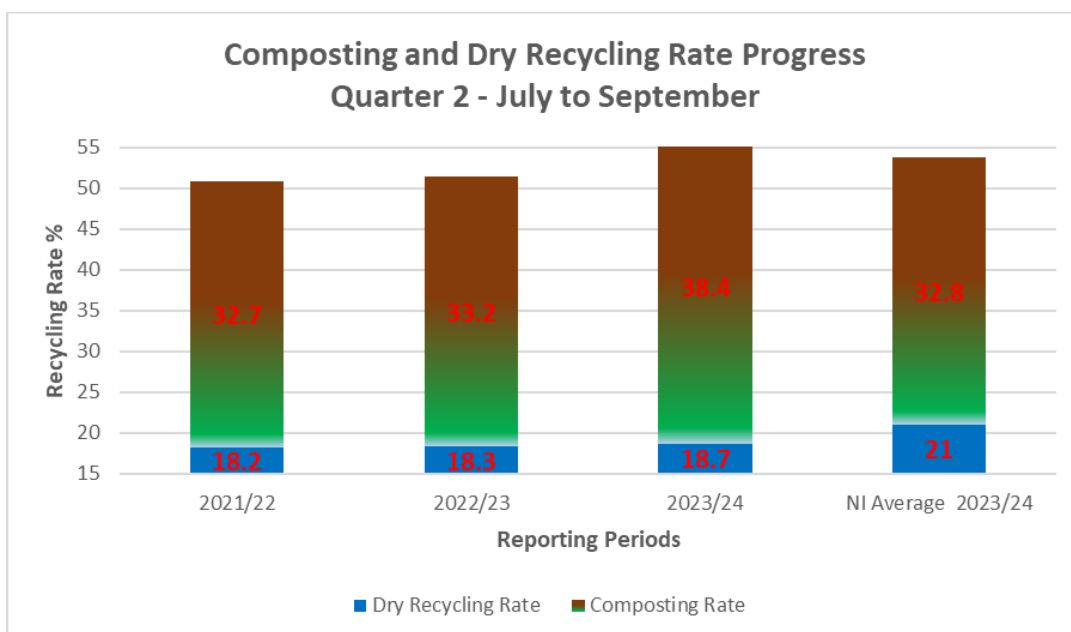


- ii. Our household waste recycling rate of 57.6%, was 3.5% **higher** than the NI average of 54.1%.
- iii. We were ranked **fourth** out of the eleven NI Councils for our household waste recycling rate.

Unclassified



- iv. Our household waste composting rate **rose** significantly by 5.2% - from 33.2% to 38.4%. Our household waste dry recycling rate **rose** marginally by 0.4% - from 18.3% to 18.7%.
- v. Our household waste composting rate of 38.4% was 5.6% **higher** than the NI average of 32.8%.
- vi. Our household waste dry recycling rate (i.e. recycling of items other than organic food and garden waste) of 18.7% was 2.3% **lower** than the N.I. average of 21%.



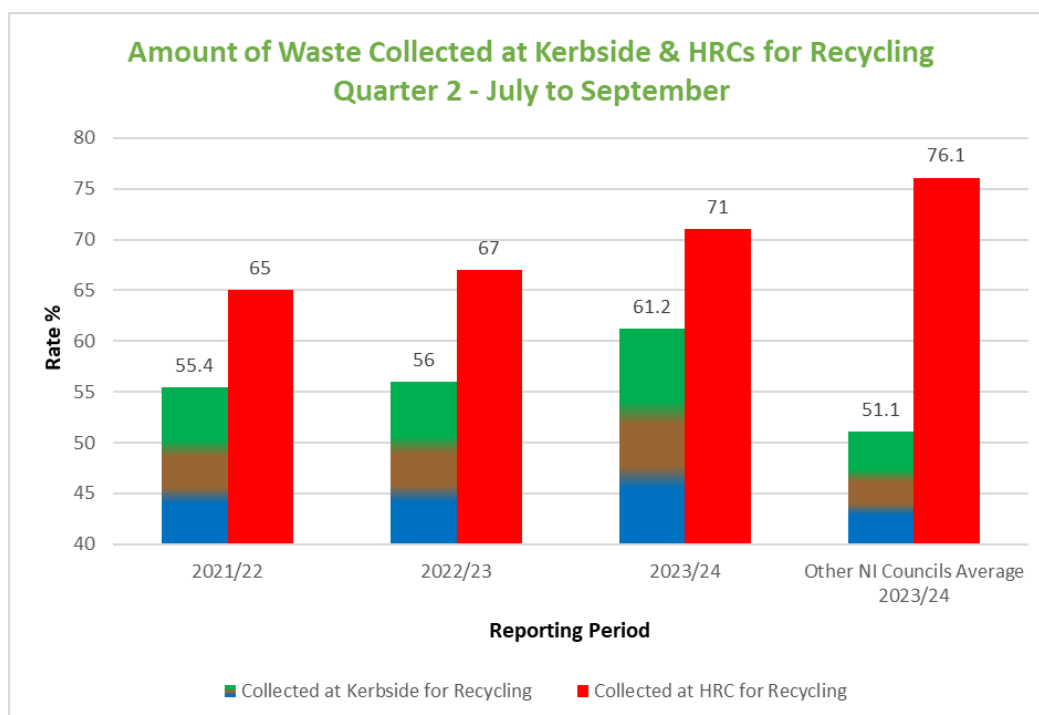
- vii. Our kerbside recycling capture rate of 80.1% for household compostable waste materials compared to a NI Council average of 72.6%.

Unclassified

viii. Our **lowest** kerbside capture rate for recyclable materials was for mixed plastics, at 21.6%.

Kerbside Capture Rate for Recyclable Waste Types - July to September 2023		
Recyclable Material	Kerbside Capture Rate for Recycling %	NI Average Kerbside Capture Rate for Recycling %
Glass	55	48.5
Paper & Card	58	52.2
Mixed Metals	35	30.6
Mixed Plastics	21.6	21.5
Organic/Compostables	80.1	72.6

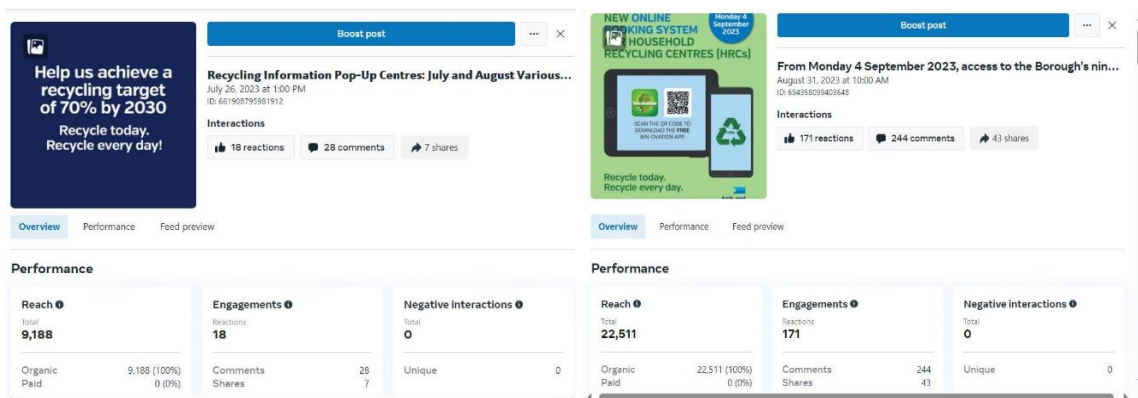
- ix. We were still at the **bottom** end of the performance table for ‘dry’ recycling rate, ranking ninth out of eleven Councils.
- x. We received 17.4% **more** waste per capita at our HRCs compared to the average for other NI Councils, although this was significantly **down** from the 38% differential experienced during the same period the previous year.
- xi. The amount of waste collected at our HRC sites for recycling was **less** than the average for other Councils – 71%, compared to an average rate of 76.1% for other Councils.
- xii. We collected 3% **more** waste per capita from homes through our kerbside bin collection services compared to the average for other Councils.
- xiii. The amount of waste collected for recycling through our kerbside bin collection system was significantly **higher** than the average for other Councils – 61.2%, compared to an average of 51.1% for other Councils.



2.0 Operational Performance Improvement Measures

2.1 Marketing and Communications Indicators

MC1 – 43 social media posts were issued, with associated engagement/management of feedback across Waste and Recycling on ANDBC corporate channels.



MC2 - 55 articles were published in print press and online (including 4 Bin-ovation news and info articles and 7 Bin-ovation push notifications).

MC3 – 14 community engagement and education events were delivered.

- 2 Recycling Educational Presentations
- 11 Drop-In Sessions
- 1 Event Attended (over 260 attendees)

2.2 Household Recycling Centre Indicators

HRC1 – Volume of blue bin recyclable materials separated from mixed waste by residents on-site: 604,600 litres



This equates to approximately 25 tonnes of blue bin waste; whilst this is a relatively modest weight of material, it represents a very large/visible volume of recyclable

Unclassified

waste extracted from bags of mixed waste which was initially intended to be placed landfill skips at HRCs. A collateral benefit of this practice of requiring removal of blue bin recyclables from black bags of mixed waste before using the landfill skip is that it should help to ‘educate’ householders - promoting more efficient separation of waste in the home and greater use of blue bins at the kerbside.

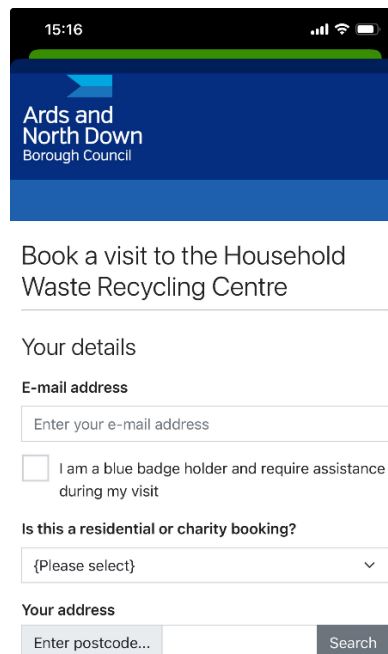
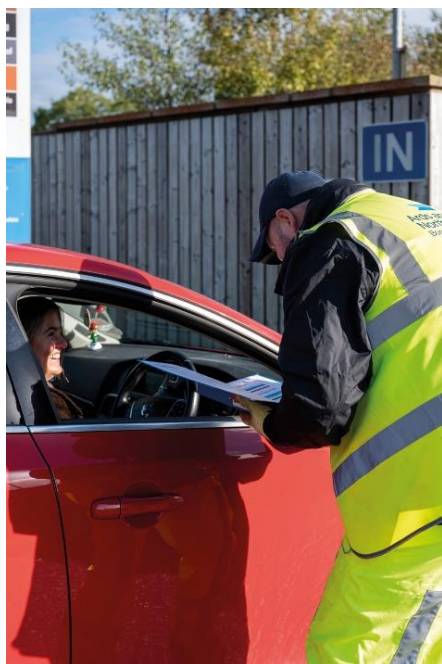
This represents just one type of recyclable waste category which was prevented from entering landfill skips at HRCs as a consequence of our more focused attention to supervision of landfill skip access; many other recyclable waste types will also have been prevented from entering the landfill skips as reflected in KPI, HRC3.

HRC2 – Number of visitors turned away from site: 262

This is a significant number in itself, but it is likely to be the case that a significant number of out of Borough residents will have avoided coming to our sites because of the widely publicised focus upon checking ID for everyone entering and those turned away will in all probability avoid further attempts to enter and use our HRCs; the impact of this will also be reflected in HRC3 and other KPIs.

HRC2a (new indicator) – Number of HRC bookings: 22,199

HRC2b (new indicator) – Average number of HRC visits per household: 0.3 (averaged across the 71,079 households in the Borough)



HRC3 – % change in tonnage of total waste received (compared to same period in baseline year 2021-22)

- We experienced a **19% decrease** in the total amount of waste received at our HRCs, from 8602T to 6995T.

HRC4 - % change in tonnage of waste received for landfill (compared to same period in baseline year 2021-22)

- We experienced a **32% decrease** in the amount of waste received for landfill at our HRCs, down from 2998T to 2035T.

HRC5 - % change in tonnage of waste received for recycling (compared to same period in baseline year 2021-22)

- We experienced an **11% decrease** in the amount of waste received for recycling at our HRCs, down from 5604T to 4960T.

HRC6 - % change in proportion of HRC waste materials collected for recycling (compared to same period in baseline year 2021-22)

- We experienced a **6% increase** in the proportion of all waste received at HRCs which was collected for recycling, up from 65% to 71%.

2.3 Kerbside Household Waste Collections Indicators



KS1 – Number of recycling alert stickers applied to grey bins (yellow): 2714

KS2 – Number of recycling alert stickers applied to grey bins (amber): 226

KS3 – Number of recycling alert stickers applied to grey bins (red): 92

KS4 – % change in tonnage of total waste collected (compared to same period in baseline year 2021-22)

- We experienced a **5% decrease** in the total amount collected at the kerbside, down from 15,596T to 14,812T.

KS5 - % change in tonnage of grey bin waste collected for landfill (compared to same period in baseline year 2021-22)

- We experienced a **17.4% decrease** in the amount of grey bin waste collected, down from 6956T to 5747T.

KS6 - % change in tonnage of waste collected at kerbside for recycling (compared to same period in baseline year 2021-22)

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- We experienced a **4.9% increase** in the amount of waste collected at kerbside for recycling, up from 8640T to 9065T.

KS7 – % change in proportion of kerbside waste materials collected for recycling (compared to same period in baseline year 2021-22)

- We experienced a **5.2% increase** in the proportion of kerbside waste that was collected for recycling, up from 56% to 61.2%.

2.4 Summary and Trend Analysis of Indicators

Indicator Reference	Monitoring Period 1 (December 2022 – March 2023*) *Waste tonnage indicators reflect period January to March 2023 only	Monitoring Period 2 (April 2023 – June 2023)	Monitoring Period 3 (July 2023 – Sept 2023)
MC1 Social media posts	25	23	43
MC2 Print press and online articles	10	13	55
MC3 Engagement events/sessions	17	29	14
HRC1 Blue bin waste	1,322K Litres	762,460 Litres	604,600 Litres
HRC2 Visitors denied entry	1742	397	262
HRC2a No. of bookings	N/A	N/A	22,199
HRC2b Average number of HRC visits per household in the Borough	N/A	N/A	0.3
HRC3	16% Decrease	26% Decrease	19% Decrease

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Total HRC waste compared to same period 2021/22			
HRC4 Landfill skip waste compared to same period 2021/22	27% Decrease	42% Decrease	32% Decrease
HRC5 Recycling skip waste compared to same period 2021/22	8% Decrease	15% Decrease	11% Decrease
HRC6 Proportion of HRC waste collected for recycling compared to same period 2021/22	5.5% Increase	9.1% Increase	6% Increase
KS1 Yellow warning stickers on grey bins	2784	6079	2714
KS2 Amber warning stickers on grey bins	255	414	226
KS3 Red warning stickers on grey bins	52	179	92
KS4 Total kerbside waste compared to 2021/22	4.8% Increase	0% No Change	5% Decrease
KS5 Grey bin waste compared to 2021/22	9.3% Decrease	16.5% Decrease	17.4% Decrease
KS6 Kerbside waste collected for recycling compared to same period 2021/22	20.7% Increase	13% Decrease	4.9% Increase
KS7 Proportion of kerbside waste collected for recycling compared to same period 2021/22	7.2% Increase	7% Increase	5.2% Increase

Unclassified

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2.5 Summary Analysis of Indicators

This report shows a very encouraging picture, and generally conveys continued reversal of the downward trend that we've experienced in our sustainable waste resource management performance over the past couple of years. Following the changes to our waste service model design and the associated education and engagement campaigns, we are experiencing sustained and further improving falls in the amount of landfilled waste as well as improvements in our recycling rates. During this reporting period, we experienced:

1. Sustained falls in the total amount of landfill waste both at HRCs and kerbside. In total, we received/collected 2,691 tonnes less of landfill waste at kerbside and HRCs over the 3-month reporting period compared to the same period in the baseline year of 2021/22; at current landfill cost (£127.42/T), **this represents a £276,756 landfill saving.**
2. Falls in the total amount of waste collected at both HRCs and kerbside. In total our municipal waste arisings **fell by 7.2%.**
3. A significant further rise in our recycling rate at HRCs. The percentage of materials collected for recycling at our HRCs rose by 6% compared to the same period in the baseline year of 2021/22. **Our overall Borough household waste recycling rate rose by 5.8% compared to the same period in 2021/22.**

Whilst the indicators set out in this report are very encouraging indeed and reflect a lot of hard work and dedication on the part of our waste and recycling teams, we undoubtedly have much further progress to make if we are to have any chance of ultimately reaching the 70% recycling target for 2030 that is laid down in the Climate Change Act (Northern Ireland) 2022. Continued bedding in and ongoing careful management of the new booking system for HRC access, the planned review of our kerbside collections model and a strategic review of our HRC capital assets, will be critical.

It is important to reiterate that 'step change', sustained improvements in both our HRC and kerbside recycling rates will be required to move us towards the new 70% target.

RECOMMENDATION

It is recommended that the Council notes the report.

Unclassified

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ITEM 12**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	06 March 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	02 February 2024
File Reference	74012
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Removal of Carcasses from Foreshore
Attachments	None

1. Background

In January 2024 the Council agreed a notice of motion stating

“That this Council notes the continuing issue of dead seals washed up on our beaches and coastline and the negative impact that this has on the use of beaches when the carcasses are not picked up in a timely manner. It therefore tasks officers to bring forward a report to ensure seal carcasses are prioritised for removal as soon as possible after reporting to ensure that our beaches continue to be a clean, safe, and well-managed coastal environment to be enjoyed by everyone.”

During the discussion reference was made that the response times for removal had recently deteriorated and there was a specific focus upon a recent service response which had allegedly taken 14 days.

Not Applicable

2. Service Response Statistics

The following statistics have been obtained from our job monitoring system:

Year	No. of Carcasses Lifted	Average Response time for removal (days)
2016	7	2
2017	6	2
2018	11	1
2019	22	3
2020	17	3
2021	22	2
2022	14	2
2023	10	3

The figures above indicate that there has been no considerable change in response times, although 2023 response times were in the slower end of average range.

Given the comments and concerns raised during the NOM debate with regard to a specific incident in Portavogie, where it was alleged that it took two weeks to remove a seal carcass, officers investigated this incident, and a timeline is noted below.

Thu 23 Nov 14:20	Cllr Wray reported dead seal at Ratallagh to the Cleansing and Parks Services
Sat 25 Nov 08:00	Cllr Wray emailed Assets and Property Services (A&PS) about the seal
Sun 26 Nov 13:01	Cleansing Service forwarded original email to A&PS
Mon 27 Nov 10:31	A&PS responded to Cllr Wray seeking exact location
Mon 27 Nov 12:21	Cllr Wray sent images to identify location
Mon 27 Nov 14:12	A&PS advised the job had been issued to the contractor and may take a few days to action.
Tues 28 Nov 16:22	Cllr Wray advised seal still there
Tues 28 Nov 16:25	A&PS responded to Cllr Wray to advise contractors currently have high workload and will action asap
Tues 28 Nov 16:30	Cllr Adair emailed A&PS & CE to ask if seal can be removed, stating it was reported previously
Wed 29 Nov	Job complete

The above timeline confirms that the seal was first reported on 23 November, but it wasn't until 27 November that the appropriate department (Assets and Property Services) was provided with details in relation to the specific location.

The seal was lifted on 29 November, giving a 2-day response time from the date on which A&PS received specific location information. Furthermore, it is apparent that the time from initial receipt of any notification of this specific service request by

Not Applicable

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Council (initially Cleansing and Parks) to the removal of the seal, was 6 days - rather than the 14 days referred to during the debate on the Notice of Motion. This response period was longer than the average - largely due to the service request initially being received by services other than the A&PS which manages the carcass removal service with the contractor, and a delay in receipt of detailed location information that could then be passed on to the contractor.

3. Factors Affecting Removal of Carcasses

Response times vary for a number of reasons.

1. Reporting. Quite often the carcasses are not reported to the correct department or are sent to one person who may be off on leave or is unavailable, slowing response time.
2. Workload. Carcasses are removed by our general works contractors who are typically working on various civil works projects throughout the Borough on most days. It is considered unfeasible to ask the contractor to pack up their equipment, make safe and secure the site and travel to remove a carcass immediately upon receipt of the service request. To do this will add significant time and cost to our ongoing projects. Officers therefore typically ask the contractor to deal with the carcass the next day or as soon as possible when they are expected to be in the area. The table above suggests this approach normally results in a timely response.
3. Other Agencies. When feasible, the Department for Agriculture, Environment and Rural Affairs (DAERA) may need to examine the recently deceased carcasses of seal pups or small cetaceans for signs of disease, so may need to be consulted before removal. Whilst DAERA request that carcasses are reported to directly to them, this could potentially add time to their removal as DAERA Officers would need to visit the site, assess the carcass and then notify Council for removal. If the request comes to Officers in the first instance, we can notify DAERA if necessary.
4. Access. Quite often carcasses are washed up on rocky outcrops, making access difficult and removal of large carcasses practically impossible. DAERA's advice is not to remove these more inaccessible carcasses, noting that they form part of a natural eco-system and are often washed back out to sea, providing food for marine scavengers.

5. Next Steps

Officers note Members' desire for a timely carcass removal service, but we must balance this desire against limited resources and competing priorities. Officers note the slight dip in response time in 2023 and will endeavour to rectify this, ensuring these requests are prioritised so far as is practicable. In order to make removals as swift as possible, Members are encouraged to:

- Use the following email address to report the request:
apsadmin@ardsandnorthdown.gov.uk;
- Enter an appropriate subject line on the email. Emails without a subject line cannot be grouped/identified as readily, making delayed response more likely;

Not Applicable

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- Include as much detailed location information and photos/maps as possible.

RECOMMENDATION

It is recommended that Council note this report.