

ARDS AND NORTH DOWN BOROUGH COUNCIL

26 October 2022

Dear Sir/Madam

You are hereby invited to attend a meeting of the Environment Committee of the Ards and North Down Borough Council which will be held virtually on Zoom on **Wednesday, 2 November 2022** 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
3. Environment Directorate Budgetary Control Report – month 6 to 30 September 2022 (Copy attached)
4. Q1 Service Plan Performance Report for Regulatory Services (Copy attached)
5. Neighbourhood Environment Team Q2 Activity Report (1 July 2022 to 30 September 2022) (Copy attached)
6. Notices of Motion
 - 6.1 Notice of Motion submitted by Councillor Adair and Councillor Edmund

That this Council agrees to install signage to identify the townlands of Ballyblack and Kirkistown and that officers are tasked to bring forward proposals to incorporate townland signage across our Borough.
7. Any Other Notified Business

Circulated for information

- (a) Northern Ireland (NI) Local Authority Collected Municipal (LACM) Waste Statistics Latest Publication – Recycling Rates (correspondence from Department of Agriculture, Environment and Rural Affairs attached)

****IN CONFIDENCE****

8. Trial of Vehicle Mounted Solar Panels (Report attached)
9. Council Strategic Waste Management Arrangements Update (Report attached)
10. Renewal of Tender for Glass Processing (Report attached)
11. Follow Up Report - Regulation of HRC Use (Copy attached)

MEMBERSHIP OF ENVIRONMENT COMMITTEE (16 Members)

Alderman Carson	Councillor Greer
Alderman McDowell (Chair)	Councillor Irwin
Alderman M Smith	Councillor Johnson
Alderman Armstrong-Cotter	Councillor Woods (Vice Chair)
Councillor Boyle	Councillor MacArthur
Councillor Cathcart	Councillor McAlpine
Councillor Cummings	Councillor McKee
Councillor Edmund	Councillor Smart

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ITEM 3

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	02 November 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Finance
Date of Report	25 October 2022
File Reference	FIN45 / 40012
Legislation	Section 5 Local Government Finance Act (NI) 2011
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input checked="" type="checkbox"/>
Subject	Environment Directorate Budgetary Control Report – September 2022
Attachments	

This Environment Directorate's Budgetary Control Report covers the 6-month period 1 April 2022 to 30 September 2022. The net cost of the Directorate is showing an overspend of **£925k (7.7%)** – box A on page 3. However, £614k of this is due to covid, electricity, gas and vehicle fuel pressures which are mitigated in the Council's Budgetary Control Report (presented to the Corporate Services Committee) by Ear-Marked Fund transfers.

Explanation of Variance

Environment's budget performance is further analysed on pages 4-6 into 3 key areas:

Report	Type	Variance	Page
Report 2	Payroll Expenditure	£312k adverse	3
Report 3	Goods & Services Expenditure	£785k adverse	3
Report 4	Income	£172k favourable	3

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Explanation of Variance

The Environment Directorate's overall variance can be summarised by the following table:-

Type	Variance £'000	Comment
Payroll	312	Environment HQ - Covid related - £183k¹ (this is offset by Ear-Marked Fund transfer in the Council BCR). Waste & Cleansing - £245k - overtime £115k ; base salaries & agency £138k . Assets & Property – (£70k) - vacancies Regulatory Services – (£46k) - vacancies_
Goods & Services		
Assets & Property	856	Electricity - £254k¹ Gas - £71k¹ Vehicle fuel - £106k¹ (the above are offset by Ear-Marked Fund transfers in the Council BCR). Vehicle maintenance - £122k Property Maintenance - £164k – increased reactive maintenance. Technical Services - £61k – refurbishment work.
Income		
Waste & Cleansing	(147)	Arc21 recycled waste income – (£121k).
Assets & Property	(53)	Wind turbine (£34k)
Regulatory Services	28	Building Control - (£121k) – plan fees (£81k); property certificates (£27k). Licensing - £105k – Off street car parks £75k ; Licensing £21k . Neighbourhood Environment - £44k – fines.

¹ Funds from the Earmarked Fund have been released to mitigate these exceptional costs to date. This will be kept under review as the year progresses.

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REPORT 1 BUDGETARY CONTROL REPORT					
Period 6 - September 2022					
	Year to Date Actual	Year to Date Budget	Variance	Annual Budget	Variance
	£	£	£	£	%
Environment					
200 Environment HQ	295,402	93,000	202,402	188,500	217.6
210 Waste and Cleansing Services	8,129,258	8,092,100	37,158	15,532,800	0.5
220 Assets and Property Services	4,411,938	3,679,200	732,738	7,177,100	19.9
230 Regulatory Services	166,401	213,700	(47,299)	454,900	(22.1)
Total	13,002,998	12,078,000	A 924,998	23,353,300	7.7
REPORT 2 PAYROLL REPORT					
	£	£	£	£	%
Environment - Payroll					
200 Environment HQ	260,535	78,000	182,535	156,800	234.0
210 Waste and Cleansing Services	3,909,070	3,663,800	245,270	7,306,000	6.7
220 Assets and Property Services	933,641	1,003,800	(70,159)	2,019,900	(7.0)
230 Regulatory Services	944,226	990,000	(45,774)	1,990,400	(4.6)
Total	6,047,472	5,735,600	B 311,872	11,473,100	5.4
REPORT 3 GOODS & SERVICES REPORT					
	£	£	£	£	%
Environment - Goods & Services					
200 Environment HQ	34,867	15,000	19,867	31,700	132.4
210 Waste and Cleansing Services	4,860,149	4,920,900	(60,751)	9,220,000	(1.2)
220 Assets and Property Services	4,085,656	3,230,000	855,656	5,795,000	26.5
230 Regulatory Services	318,049	347,500	(29,451)	725,900	(8.5)
Total	9,298,721	8,513,400	C 785,321	15,772,600	9.2
REPORT 4 INCOME REPORT					
	£	£	£	£	%
Environment - Income					
200 Environment HQ	-	-	-	-	-
210 Waste and Cleansing Services	(639,961)	(492,600)	(147,361)	(993,200)	(29.9)
220 Assets and Property Services	(607,359)	(554,600)	(52,759)	(637,800)	(9.5)
230 Regulatory Services	(1,095,874)	(1,123,800)	27,926	(2,261,400)	2.5
Totals	(2,343,195)	(2,171,000)	D (172,195)	(3,892,400)	(7.9)

RECOMMENDATION

It is recommended that the Council notes this report.

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

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	2 November 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	24 October 2022
File Reference	43600
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Regulatory Services Service Plan Report Q1 22/23
Attachments	Quarterly Performance Report

Context

Members will be aware that the Council is required, under the Local Government Act 2014, to have in place arrangements to secure continuous improvement in the exercise of its functions. To fulfil this requirement the Council approved the Performance Management Policy and Handbook in October 2015. The Performance Management Handbook outlines the approach to Performance Planning and Management process as:

- Community Plan – published every 10-15 years
- Corporate Plan – published every 4 years (Corporate Plan Towards 2024 in operation)
- Performance Improvement Plan (PIP) – published annually (for publication 30 September 2021)
- Service Plan – developed annually (approved April/May 2021)

The Council's 17 Service Plans outline how each respective Service will contribute to the achievement of the Corporate objectives including, but not limited to, any relevant actions identified in the PIP.

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Reporting approach

The Service Plans will be reported to relevant Committees on a quarterly basis as undernoted:

Reference	Period	Reporting Month
Quarter 1 (Q1)	April – June	September
Q2	July – September	December
Q3	October – December	March
Q4	January - March	June

The report for Quarter 1 2022-23 is attached.

Key achievements:

- Building Control is extremely busy and is meeting the increased demand and is therefore generating a larger than expected income. The Licensing Department also face the increased demand of interpreting changing legislation and guidance from the NI Executive as well as being short staffed. The enforcement element of NET have struggled to maintain and recruit staff, despite being 65% down on personnel the staff continue to patrol the hotspot areas across the borough.

Emerging issues:

- The 'after use' surveys that all Regulatory Service users receive have an extremely low uptake. This is important as our four customer service objectives use this data to report on our performance. This is despite many attempts to encourage and make it easy for people to access and fill out.
- The education programmes have not developed as quickly as expected due to staff shortages and working with schools is more challenging as a result of the pandemic.
- Recruitment continues to be problematic.

Action to be taken:

- The organisation and Regulatory Services are exploring ways to speed up recruitment as well as appeal to more people as a potential employer.
- The development of the education programme has now fully commenced and will be reported on separately.
- Service Unit Managers will organise focus groups to ascertain customer satisfaction.

RECOMMENDATION

It is recommended that the Council notes the report.
















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Quarterly Performance Report - Regulatory Services

Generated on: 24 October 2022

Last Update Q1 2022/23

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	Deliver LHLH grants through RCIF	On Target	£0.00
	Redesign the delivery model for the Environmental CLEAR programme to year 8's	Progressing	No
	% spend against budget	19.21%	100%
	% of all applications made online (cumulative)	47%	15%
	Maintain top 3 position for Fixed Penalty Enforcement in NI	No 5th	Yes
	Develop and implement Building Control awareness campaign	Progressing	No
	% customer satisfaction survey (services easily accessed)	91%	0%
	% customer satisfaction survey (Regulatory Services processes)	93%	0%
	% customer satisfaction survey (staff courtesy and helpful)	93%	0%
	% customer satisfaction survey (regulatory services outcomes)	91%	0%
	Develop a cross borough market working group	Progressing	No
	% Staff attendance	90.3%	95%
	% staff receiving regular team briefings	100%	100%
	Review of income generation - % self-sustained	Not available	90%
	Implement agreed car park strategy	No	No

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

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	02 November 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	19 October 2022
File Reference	92009
Legislation	Dogs NI Order 1983 Litter NI Order 1994 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: If other, please add comment below:
Subject	Neighbourhood Environment Team Q2 Activity report (1 July 2022 to 30 September 2022)
Attachments	Appendix A - List of Fixed Penalties Issued by Type and Location

Introduction


The information provided in this report covers, unless otherwise stated, the period 1 July to 30 September 2022. The aim of the report is to provide members with details of some of the key activities of the team, the range of services it provides along with details of level of performance.

Applications to the Neighbourhood Environment Team

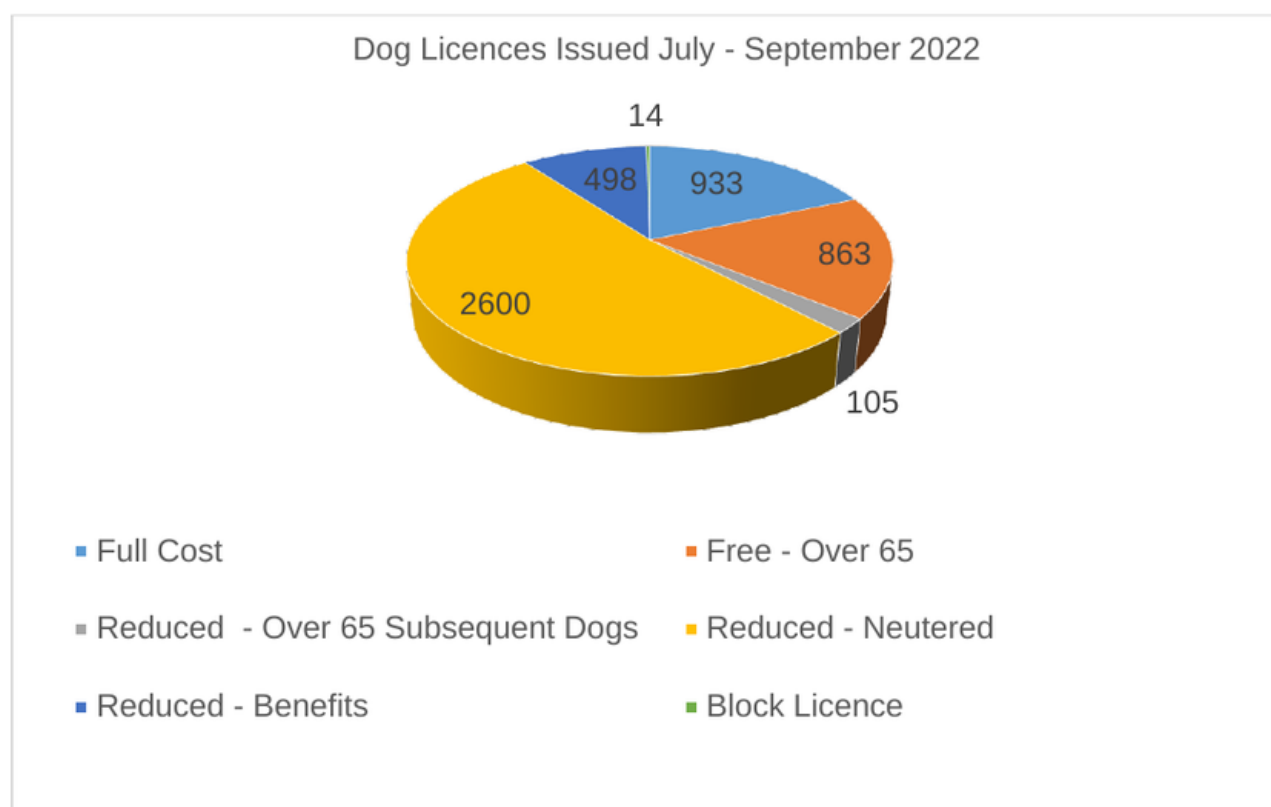
The Dogs (NI) Order 1983

It should be noted that these figures include block licences where one licence can be issued for multiple dogs in specific circumstances.

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	Period of Report July – September 2022	Same 3 months July - September 2021	Comparison
Dog licences issued during the three months	4999	4913	

Concessionary licences remain at 82% of dog licences issued over the period. This includes the categories of neutering (£5) / over 65 (Free – 1st dog) / over 65 subsequent dog (£5) and income related benefits (£5). Standard dog licence £12.50 and block licence £32.

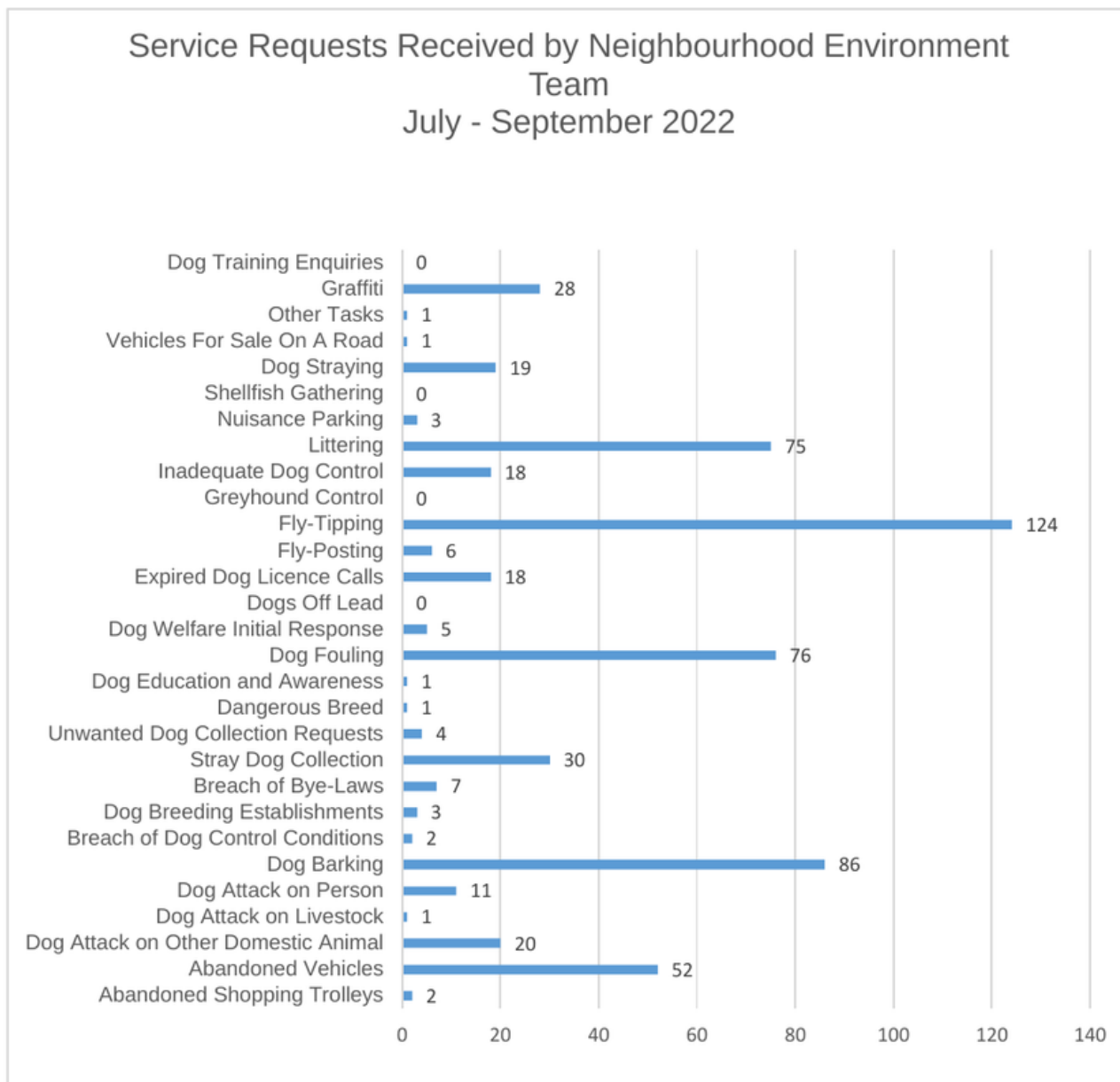


Investigations

The Neighbourhood Environment Team responds to a range of service requests. In terms of time spent, some types of service requests will be completed immediately whilst others require a longer-term strategy to find a resolution. The total number of service requests have been outlined together with a sample of the types of requests received.

	Period of Report July – September 2022	Same 3 months July – September 2021	Comparison
Service Requests received the three months	623	839	

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Non-Compliance Prosecutions

	Period of Report July – September 2022	Same 3 months July – September 2021	Comparison
Total Prosecutions	11	18	

The level of prosecutions during the same period last year included a back log of cases delayed due to COVID 19.





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Fixed Penalty Notices

In addition to cases being prosecuted through the court, **79** fixed penalty notices have been issued in respect of various matters. This continues to demonstrate a sustained Council focus upon detecting and punishing those who persist in committing environmental offences in the Borough and highlights one patrolling outcome of the Neighbourhood Environment Team achieved despite the reduction in staffing levels due to sickness and vacant posts. Recruiting for Enforcement officers is ongoing in October 2022.

The main categories of fixed penalties are shown below. Other categories exist i.e. breach of dog control conditions, exclusion order and off lead offences. The offer of an £80 Fixed Penalty Fine is an opportunity to discharge liability to prosecution. A payment period of 28 days is permitted. If paid within 14 days, the fine is discounted to £60. As staff recruitment and retention remains a challenge this has impacted on the number of notices issued during the quarter.

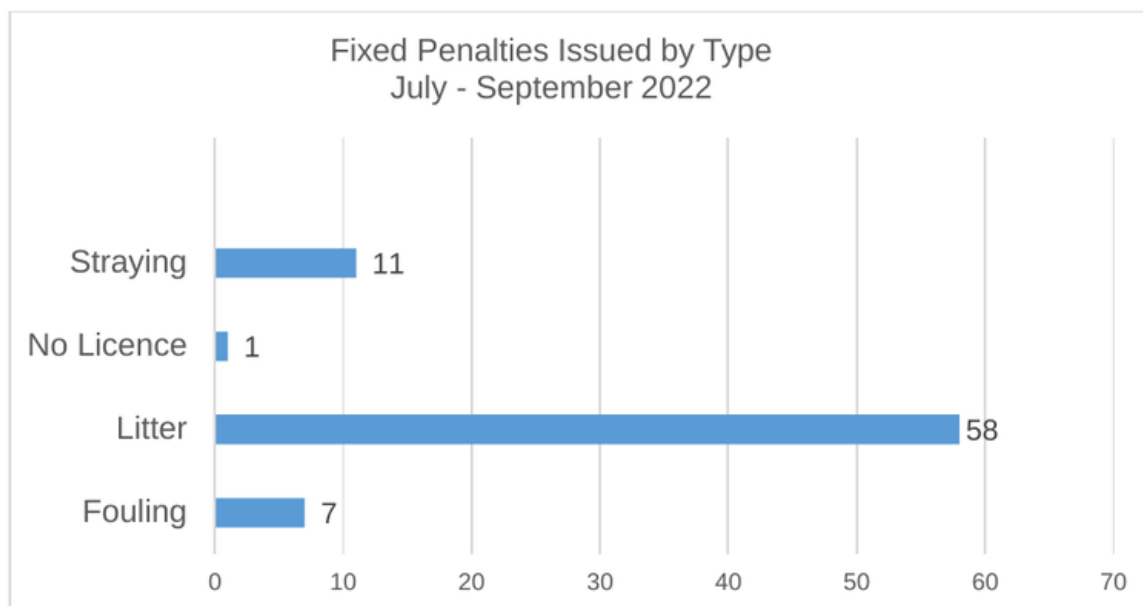
	Period of Report July – September 2022	Same 3 months July – September 2021	Comparison
Straying	11	12	
No Licence	1	31	
Litter	58	58	
Fouling	7	9	

The following graphs demonstrate:

1. the total number of fixed penalties issued by the Neighbourhood Environment Team during each month of the period of report
2. the fixed penalties issued during the period of report by type

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Appendix A to this report provides a street level location for each of the penalty fines issued during the period of report 1 July to 30 September 2022.

Environmental Education Programme – Preliminary Actions

The Neighbourhood Environment Team is continuing to prepare an Environmental Education Programme during this financial year with a view to rolling out delivery in the next financial year subject to ongoing Recycling Community Investment Fund budget availability.

RECOMMENDATION

It is recommended that the Council notes the report.

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Appendix A - List of Fixed Penalties Issued by Type and Location

TYPE	LOCATION	TOWN
Litter	Asda Car Park	Newtownards
Litter	Banks Lane	Bangor
Fouling	Commons Car Park	Donaghadee
Litter	Kingsland Car Park	Ballyholme
Litter	Millisle Beach Car Park	Millisle
Litter	Millisle Beach Car Park	Millisle
Litter	Movieland Car Park	Newtownards
Litter	Groomsport Beach Car Park	Groomsport
Litter	Asda Car Park	Bangor
Litter	Ards Shopping Centre	Newtownards
Litter	Seapark Car Park	Hollywood
Litter	McDonalds Car Park	Newtownards
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	Movieland Car Park	Newtownards
Litter	The Green, Car Park	Kircubbin
Litter	Seacliff Road	Bangor
Litter	McDonalds Car Park	Bangor
Litter	Marks & Spencer Entrance	Bangor
Litter	Movieland Car Park	Newtownards
Straying	Ballyree Drive	Bangor
Litter	Brooklyn Avenue	Bangor
Straying	Lisnabreen Crescent	Bangor
Litter	Tennis Courts	Donaghadee
Litter	Lidl Car Park	Newtownards
Fouling	East Circular Road	Bangor
Litter	Groomsport Beach Car Park	Groomsport
Litter	Castlebawn Centre Car Park	Newtownards
Litter	Springhill Shopping Centre	Bangor
Litter	Springhill Retail Park	Bangor
Straying	Newtownards	Newtownards
Fouling	Millisle Beach Car Park	Millisle
Litter	Castlebawn Car Park	Newtownards
Litter	Ballywalter Car Park	Ballywalter
Litter	Millisle Car Park	Millisle
Fouling	Ballyholme Beach	Bangor
Litter	Car Park off Spar in Ballywalter	Ballywalter
Straying	Portavogie Road	Portavogie
Fouling	Floodgates	Newtownards
Straying	Millisle Lagoon Park	Millisle
Litter	Ards Shopping Centre	Newtownards
Straying	Westland Avenue	Ballywalter
Litter	Movieland Car Park	Newtownards
Litter	Bloomfield Shopping Centre	Bangor

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Litter	Lidl Car Park, Castlebawn	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Glenbrook Road	Newtownards
Litter	Movieland Car Park	Newtownards
Litter	Movieland Car Park	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Movieland Car Park	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Millisle Car Park	Millisle
No Licence	Robbys Point	Donaghadee
Litter	Mill Street	Newtownards
Litter	Groomsport Car Park	Groomsport
Straying	Francis Street	Newtownards
Litter	Dunlop Industrial Units, Balloo	Bangor
Litter	Groomsport Harbour Car Park	Groomsport
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Kingsland Car Park	Bangor
Straying	Ards Shopping Centre	Newtownards
Fouling	Seapark	Hollywood
Litter	Ards Shopping Centre	Newtownards
Litter	Movieland Car Park	Newtownards
Litter	A21 Newtownards Road	Comber
Straying	Second Avenue	Newtownards
Litter	Cairn Wood Car Park	Newtownards
Fouling	Portavogie Beach	Portavogie
Straying	North Road	Newtownards
Straying	Comber Veterinary Clinic	Comber
Litter	Bloomfield Shopping Centre	Bangor

From the Office of the
Minister of Agriculture,
Environment and Rural Affairs



Stephen Reid
Chief Executive
Ards & North Down Borough Council
stephen.reid@ardsandnorthdown.gov.uk

Room 438
Dundonald House
Upper Newtownards Road
Ballymiscaw
Belfast
BT4 3SB
Telephone: 028 9052 4140
Email: private.office@daera-ni.gov.uk

Our Ref: SUB-2234-2022
Date: 27 October 2022

Dear Stephen

NORTHERN IRELAND (NI) LOCAL AUTHORITY COLLECTED MUNICIPAL (LACM) WASTE STATISTICS LATEST PUBLICATION – RECYCLING RATES

I am writing to you in respect of the publication of the NI LACM waste statistics, published on 20 October 2022 for the period 1 April – 30 June 2022. The report outlines the latest data on a range of key performance indicators relating to our waste management, including recycling and landfill rates.

I have noted a provisional 12-month rolling figure of 50.5% for household waste recycling and a landfill rate of 24.8%. I appreciate the significant role local councils have played in increasing our recycling rate over the past decade, however since the onset of the pandemic in March 2020 there has been a slow, steady decline in the NI recycling rate. Despite a range of interventions to mitigate this, the latest data shows that recycling rates are struggling to fully recover. I believe it is essential that we re-establish the positive trend in recycling that was evident pre-Covid. We need to facilitate the shift to a more circular economy; help tackle climate change and achieve the new recycling targets.

You will be aware of the challenging new climate change targets that I introduced through the Climate Change Act (Northern Ireland) 2022. The legislation includes the need to develop a waste management sectoral plan, which must ensure at least 70% of waste is recycled by 2030. This new recycling target is in addition to the existing Circular Economy Package target of 65% of municipal waste recycled by 2035 and less than 10% waste to landfill by the same year. The Climate Change Act also includes the legislative requirement to develop a Climate Action Plan that will set out how our greenhouse gas emissions targets will be met.

It will take a collective approach by everyone if we are to meet new climate change targets. My waste teams will be setting out proposals and policies to ensure that Northern Ireland meets its first carbon budget. I am calling on all councils to assist in increasing

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our recycling performance and in reducing emissions from the waste management sector. I would urge you to increase interventions to recycling services that will help drive recycling rates up and which will help NI improve the quality of material that is collected at the kerbside.

My officials will continue to engage with local councils and stakeholders on a range of initiatives aimed at improving the quality and quantity of recycling in Northern Ireland. We will shortly be engaging with your Council on the development of the Waste management sector input to the departments Climate Action Plan. We would appreciate your full cooperation in helping to bring forward proposals and policies that will ensure the waste management sector contributes to meeting forthcoming emission targets and in improving recycling action that will ensure that we achieve the 70% recycling target by 2030.

I look forward to seeing increased waste recycling rates in the coming months and years which will ensure we meet all recycling targets. I believe that only by working together that we can ensure that the waste management sector makes its equitable contribution to meeting forthcoming Northern Ireland carbon budget emission targets.

Yours sincerely



EDWIN POOTS MLA
Minister of Agriculture, Environment and Rural Affairs

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