

September 2nd, 2022

Notice Of Meeting

You are requested to attend the meeting to be held on **Wednesday, 7th September 2022** at **7:00 pm** in **Virtual via Zoom**.

ARDS AND NORTH DOWN BOROUGH COUNCIL

1 September 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, 7 September 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. Q4 Service Plan Performance Reports (Copies attached)
 - 3.1. Waste and Cleansing Services
 - 3.2. Assets and Property Services
 - 3.3. Regulatory Services
4. Eco-Schools Awards 2022 (Report attached)
5. Waste Re-Use Projects - Update Report (Copy attached)
6. Additional Bin Collection Vehicles and Staff Resource (Report attached)
7. Northern Ireland Local Authority Municipal Waste Management Statistics, January to March 2022 (Report attached)
8. Ballywalter Harbour Damage Repair Scheme (Report attached)
9. Result of Court Proceedings - Neighbourhood Environment Team (Report attached)
10. Building Control Q4 Activity Report (1 January 2022 to 31 March 2022) (Copy attached)
11. Neighbourhood Environment Team Q1 Activity Report (1 April 2022 to 30 June 2022) (Copy attached)

12. Grant of Amusement Permit (Report attached)
 13. Grant of Entertainment Licences (Report attached)
 14. Grant of Pavement Café Licences (Report attached)
 15. Grant of Street Trading Licence (Report attached)
 16. Proposed Street Naming – Woodland Avenue, Woodland Green and Woodland Walk, Comber (Report attached)
 17. Proposed Street Naming – Castlelodge Gardens, Comber (Report attached)
 18. On Street Electric Charge Point Scheme Update (Report attached)
 19. Partnering Arrangements for the Removal of Snow and Ice from Town Centre Footways and Pedestrian Areas (Report attached)
 20. Notice of Motion
 - 20.1. Notice of Motion submitted by Aldermen Irvine and Keery

That this Council changes the name of Queen's Parade to Queen's Platinum Jubilee Parade in honour and recognition of the 70th anniversary of the Queen's accession to the throne.
 21. Any Other Notified Business
- **IN CONFIDENCE****
22. Review of Town Centre CCTV System (Report attached)
 23. Proposed Litter Cam Trial – Update (Report attached)
 24. Aurora Roof Defects (Report 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 Kendall (Vice Chair)
Councillor Boyle	Councillor MacArthur
Councillor Cathcart	Councillor McAlpine
Councillor Cummings	Councillor McKee
Councillor Edmund	Councillor Smart

ITEM 3.1

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	7 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	27 July 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	Quarter 4 2021/22 Performance Report – Waste and Cleansing Services
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.

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 4 2021-22 is attached.

Key points to note:

- Where applicable, a number of targets/data are cumulative (as indicated), reflecting the 2021/22 year rather than the final three months (Quarter 4).
- The delivery of several targets is subject to Council approval for proposed service delivery changes not yet agreed and/or the approval of a business case where additional resources are needed.
- The Covid-19 pandemic continued to impact across the range of services delivered by Waste and Cleansing during Q4.

Key achievements:

- Despite the continuing impact of Covid-19 on staffing levels and the need to change service delivery methods to meet social distancing requirements, all waste collection service were delivered as scheduled, except for disruption caused by industrial action during March 2022.

Emerging issues:

- While the threat of further industrial action remains, there is the potential for major disruption to both waste collection and cleansing services during 2022/23.
- The spike in waste generation during the Covid-19 pandemic appears to have ended with waste arisings falling towards pre-covid levels (down from 21,505 tonnes in Q4 – 2021 to 18,455 tonnes in Q4 – 2022, a fall of 3050 tonnes), whilst still remaining higher than the NI Council average especially at HRCs. Our recycling rate remains significantly lower than pre-pandemic levels.

Action to be taken:

- To help with the recovery of recycling rates, it is intended to recommence the waste education and awareness programmes with schools, community groups and other organisations.
- With the removal of remaining restrictions and controls introduced during the covid pandemic to meet social distancing requirements a range of measures targeting contamination and misuse of wheeled bins can recommence. Other

operational service management controls are also under consideration aimed at enhancing recycling participation.

RECOMMENDATION

It is recommended that the Council notes the report.

Quarterly Performance Report - Waste and Cleansing Services

Generated on: 27 July 2022

Last Update Q4 2021/22

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	Tonnage of municipal solid waste sent to landfill (cumulative for 2021/22)	40,124	34,500
	% household waste collected sent to landfill (Q4 figure)	49%	35%
	% of household waste recycled, reused and composted (Q4 figure)	42.75%	60%
	Amount (tonnes) of biodegradable waste to landfill (cumulative for 2021/22)	20,258	19,017
	No of solar compaction litter bins introduced (cumulative for 2021/22)	24	0
	Recycling on the go trial introduced	No	Yes
	Review recycling measures at Household Recycling Centres	No	Yes
	Introduce 4-weekly residual waste trial	No	Yes
	% spend against budget	99.68%	100%
	No of temporary traffic management controls (days) implemented during the quarter	5	5
	% staff attendance	94.39%	95%
	% staff receiving regular team briefings	95%	100%
	% staff receiving regular Pride in Performance Conversations	90%	100%
	Amount (tonnage) of Local Authority Collected Municipal Waste Arisings (cumulative for 2021/22)	91,424	93,705

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ITEM 3.2**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment
Date of Meeting	7 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	27 July 2022
File Reference	43600
Legislation	Local Government Act 2014
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Assets and Property Services Q4 Service Plan Performance Report
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:

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- Performance Improvement Plan (PIP) – published annually (for publication 30 September 2021)
- Service Plan – developed annually (approved April/May 2021)

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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.

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 4 2021-22 is attached.

Key points to note:

- The appointed consultant has now delivered the Sustainable Energy Management Strategy and Action Plan however officers must now work through the document set key dates (and budget) for each action. Report to follow.
- The Biofuel Trial remains an ongoing project. The fuel was subject to a significant price increase soon after the Council agreed to implement the trial, making it unfeasible. Officers had then been awaiting the UK Government fuel supply framework to produce competitive costs, but no returns from NI were received. Officers are currently seeking updated costs from local suppliers to assess viability.
- Roadside audits were suspended during 21/22 due to COVID.
- Staff attendance was down due to the pandemic and several instances of long-term sick.
- Training courses completed were below target due to the inability to hold classroom-based activities during the pandemic.

Key achievements:

- All KPIs associated with our core outputs were met or exceeded, despite significant challenges.
- Despite rising utilities costs and significant unplanned works (including Maypole replacement at £25k, remedial works following rockfall at North Road depot at £30k and unplanned asbestos removals at Ward Park at £25k) we limited our budgetary overspend to just 2.95%.

RECOMMENDATION

It is recommended that the Council notes the report.
















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Quarterly Performance Report - Assets and Property Services

Generated on: 27 July 2022

Last Update Q4 2021/22

Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	% of applicable properties achieving an E rating or better (cumulative)	91%	80%
	Set Action Plan implementation dates for Sustainable Energy Management Strategy (cumulative)	No	Yes
	Trial of Biofuel in the fleet completed and results reported back	No	Yes
	Trial of roof mounted Solar Panels in the fleet completed (cumulative)	Yes	Yes
	Roll out the agreed Vehicle telematics systems to the fleet (cumulative)	100%	100%
	No. of roadside audits complete per quarter	0	23
	% of fleet is audited every quarter	5%	5%
	% of condition surveys completed against schedule (cumulative)	100%	100%
	Required number of refurbishments carried out according to the schedule	Yes	Yes
	% of time that life belts are serviceable	95%	90%
	% of vehicles that pass PSV first time	95%	95%
	% of maintenance jobs completed within timescales	86%	80%
	% maintenance jobs quality assured	49%	10%
	% spend against budget	102.95%	100%
	Internal Customer Feedback surveys completed	Yes	Yes

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Performance Data Traffic Light Icon	PI Short Name	Performance Data Current Value	Performance Data Current Target
	% questionnaires issued to berth holders	100%	100%
	Consultation and roll out of Port Marine Safety Code Compliance Document (cumulative)	Yes	Yes
	% staff attendance	88.03%	95%
	% staff receiving team briefings	100%	100%
	% planned training Vs actual completed as per training register (cumulative)	61%	80%
	System of slipway management improvements implemented (cumulative)	100%	100%
	% Playground inspections are carried out as per schedule	100%	90%
	Planned maintenance of public areas carried out according to the schedule	Yes	Yes

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ITEM 3.3**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	7 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	17/08/2021
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 Performance Report Q4 2021/22
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:

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- 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 4 2021-22 is attached.

Key achievements:

- Building Control is extremely busy but is meeting the increased demand and is therefore generating a larger than expected income. The Licensing Department also faces the increased demand of interpreting changing legislation and guidance from the NI Executive as well as being short staffed. Staff right across Regulatory Services have performed extremely well in Q4 to meet these demands.

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 as easy as possible for people to access and fill out. Ongoing efforts will be made to promote customer feedback engagement.
- The education programmes have not developed as quickly as expected due to staff shortages and working with schools is still more challenging as a result of the pandemic recovery process.

Action to be taken:

- The Service Plan for 22/23 is currently being developed and early discussions are looking at more meaningful and qualitative ways to accurately gauge our customer service performance.
- The organisation and Regulatory Services are exploring ways to speed up recruitment as well as widen our appeal to more people as a potential employer/career choice.

RECOMMENDATION

It is recommended that the Council notes the report.

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Regulatory Services

Generated on: 15 July 2022



PI Code	Short Name	Date Range 1							
		Q1 2021/22		Q2 2021/22		Q3 2021/22		Q4 2021/22	
		Value	Target	Value	Target	Value	Target	Value	Target
EN.01.RS01.002	Deliver LHLH grants through RCIF	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£75,000.00	£75,000.00
EN.02.RS02.002	Redesign the delivery model for the Environmental CLEAR programme to year 8's	No	No	No	No	No	No	No	Yes
EN.02.RS03.001	% reduction in the number of streets affected by dog fouling	12%	10%	12%	10%	12%	10%	12%	10%
EX.01.RS01.001	% spend against budget	53.52%	100%	40.13%	100%	32.19%	100%	33%	100%
EX.01.RS02.001	% of all applications made online (cumulative)	41%	12%	45%	25%	45%	37%	58%	50%
EX.01.RS03.001	Maintain top 3 position for Fixed Penalty Enforcement in NI	No	No	No	No	Yes	Yes	Yes	Yes
EX.01.RS04.001	Develop and implement Building Control awareness campaign	No	No	No	No	No	No	Yes	Yes
EX.02.RS01.001	% customer satisfaction survey (services easily accessed)	94%	70%	93%	70%	92%	70%	89%	70%
EX.02.RS01.002	% customer satisfaction survey (Regulatory Services processes)	89%	70%	85%	70%	89%	70%	88%	70%
EX.02.RS01.003	% customer satisfaction survey (staff courtesy and helpful)	92%	80%	94%	80%	93%	80%	95%	80%
EX.02.RS01.004	% customer satisfaction survey (regulatory services outcomes)	87%	70%	91%	70%	91%	70%	90%	70%
EX.02.RS02.001	Develop a cross borough market working group	No	No	No	No	No	No	No	Yes
EX.04.RS01.001	% Staff attendance	99.38%	95%	89.65%	95%	97.85%	95%	94.9%	95%

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PI Code	Short Name	Date Range 1							
		Q1 2021/22		Q2 2021/22		Q3 2021/22		Q4 2021/22	
		Value	Target	Value	Target	Value	Target	Value	Target
EX.04.RS01.002	% staff receiving regular team briefings	100%	100%	100%	100%	100%	100%	100%	100%
EX.04.RS01.003	% staff receiving regular Pride in Performance Conversations	0%	0%	65%	0%	65%	0%	85%	100%
EX.04.RS02.002	Quarterly staff 1 to 1s	90%	70%	50%	70%	50%	70%	97%	70%
EX.05.RS01.001	Review of income generation - % self-sustained	80.6%	80%	83.4%	80%	86.5%	80%	N/A	80%
PR.05.RS01.002	Implement agreed car park strategy	No	No	No	No	No	No	No	Yes

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ITEM 4

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	08 July 2022
File Reference	56028
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Eco-Schools Awards 2022
Attachments	Appendix 1 - Ards and North Down Eco-Schools Impact Card

Background

Most young people care deeply about environmental issues and wish to make a positive change in the environment around them. The Eco-Schools programme provides an ideal way for fostering environmental awareness in the entire school in a way that links to many curriculum subjects. The primary aim of the Eco-Schools programme is to educate and empower young people to make positive decisions and become change makers for an environmentally sustainable world.

The Eco-Schools Awards scheme provides a vehicle through which to promote sustainable living through whole-school action supported by learning resources, management tools and the internationally recognised Green Flag award scheme. Ards and North Down Borough Council is an active and enthusiastic partner in the Eco-Schools programme and supports it both through the engagement of Council officers in the practical delivery and promotion of the scheme as well as financially through the highest tier 'preferential support' package amounting to c£11K per year. The latter equates to an investment of approximately forty-seven pence per pupil in our Borough and along with a range of key environmental education support benefits provided by KNIB/Eco-Schools it also covers the running costs of the 'Wheellie Big

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Challenge.' This combines teaching resources with practical actions and advice on how to improve the schools' performance in the sphere of waste management.

Eco-Schools Awards 2022

On 22 June 2022, the awards ceremony for the Borough was held in Ards Blair Mayne Wellbeing and Leisure Complex, where eight of our local Primary Schools were presented with their prestigious Green Flag Awards by the Mayor:

- Clandeboye Primary School
- Comber Primary School
- Holywood Primary School
- Kircubbin Primary School
- Londonderry Primary School
- St Comgall's Primary School
- St Mary's Primary School
- Towerview Primary School

Several other key awards were made during the ceremony to:

- Londonderry Primary School for achieving Ambassador status.
- Kircubbin Primary School for winning Eco-School of the Year for Ards and North Down Borough Council (award sponsored by Ni4kids)
- Londonderry Primary School for winning Biodiversity Champion (sponsored by Radius Housing)
- Loraine Hutton of Londonderry Primary School for winning Eco Teacher of the Year prize (sponsored by Twinkl Northern Ireland).



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The event at Ards Blair Mayne was hugely successful, greatly enjoyed by pupils, teachers and all those involved with the Eco-Schools programme. Eco-Schools is a key element of the overall environmental education programme that Council relies upon in our mission to transform the attitudes and behaviours of our school children and adults, complementing a range of other important initiatives that the Council runs/partners in to achieve this outcome. Currently, the Waste and Litter topics have been the most successfully engaged in topics out of the eleven individual topics schools can choose from through the Eco-Schools programme – which augers well in particular for our campaign to inspire a recycling revolution across the Borough.



Attached at Appendix 1 is the Eco-Schools Impact Score Card for Ards and North Down.

RECOMMENDATION

It is recommended that Council notes the report.

Ards and North Down Borough Council: facts and figures 2021-22

76
Number of schools registered in council area

23,367
Total number of pupils in council area

37
Number of schools who have achieved the Green Flag



24
schools with current Green Flags (32%)

13
schools with lapsed Green Flags (27%)

Ambassador Schools
■ Londonderry Primary School
(new 2021/22)

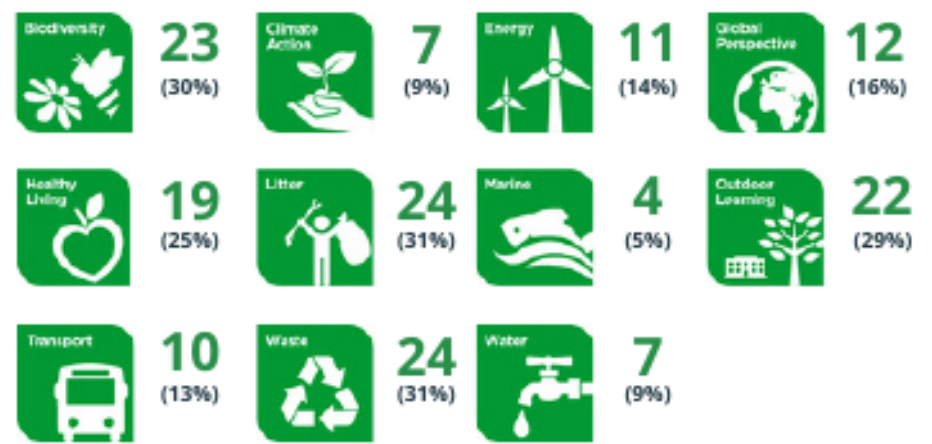
13
teachers attended the Cluster Group Meeting

1
Outdoor Learning Garden installed

32
Pollinator Grants awarded

1
Small Grants awarded

Awareness and engagement with Eco-Schools topics



Financial support to schools through project funding

Project name	Schools	Funding
Danske Bank Outdoor Learning Garden	Kilcooley Primary School	£2,500
TOTAL		£2,500



Eco-Schools: added value

1. Contact with 100% of schools in your council area



2. Teacher resources across all Key stages



3. Financial Incentives for schools participating:

Up to **£250** for the Wrigley Litter Less Challenge

Up to **£200** for Young Reporters for the Environment

Up to **£1,500** in our Cash for Clobber competition

Up to **£500** in our NIHE School's Energy Competition

Up to **£500** in Wheelie Big Challenge Competition

Plus many other opportunities:

Danske Bank and Radius Housing Gardens, Translink Travel Challenge etc.

4. In person and online workshops to help engage dormant schools:



- Coastal Schools
- Tacking Fast Fashion
- Wheelie Big Challenge
- Young Reporters for the Environment

5. A team of dedicated Field Officers out on the ground supporting schools through the Eco-Schools programme

6. Online webinars and clinics to support teachers and delivery partners lead and deliver on our programme

7. 4K+ followers and growing, with a reach of 130k



8. Individual Council Eco-School's Award Ceremonies



9. Carbon Literacy Training for teachers

Carbon Literacy Programmes



www.eco-schoolsni.org

KEEP NORTHERN IRELAND BEAUTIFUL



ECO-SCHOOLS

Unclassified

ITEM 5

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	07 July 2022
File Reference	69001
Legislation	Waste and Contaminated Land (NI) Order 1997
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Waste Re-Use Projects - Update Report
Attachments	

Background

Members will recall that over the past year the Council has implemented several projects aimed at pushing the management of certain waste arising in the Borough, further up the waste hierarchy.



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- Community Paint Reuse Scheme
- White Goods Reuse Collection Service
- Household Furniture Reuse Collection Service

[Choose To Reuse 2022 | Ards and North Down Borough Council](#)

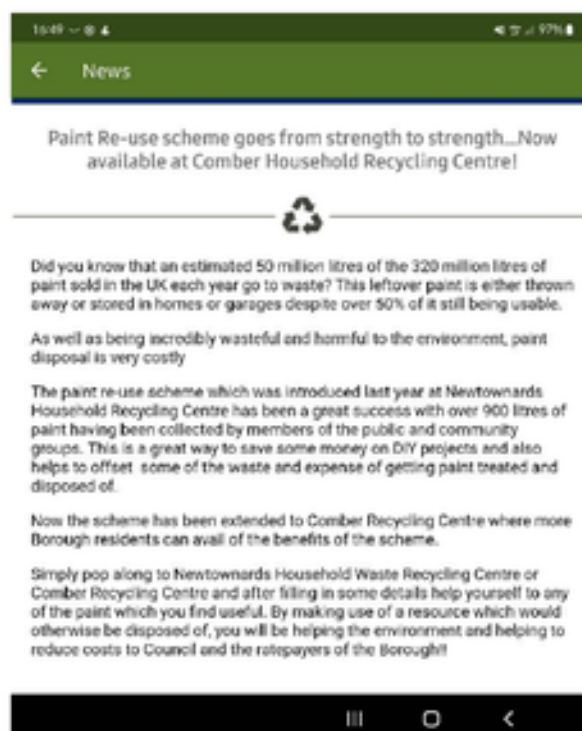
[Disposal of Paint | Ards and North Down Borough Council](#)

Community Paint Reuse Scheme

An estimated 50 million litres of the 320 million litres of paint sold in the UK each year go to waste. This leftover paint is either thrown away or stored in homes or garages despite over 50% of it still being usable.

As well as being incredibly wasteful and harmful to the environment, paint disposal is very costly. In November 2021, we introduced a scheme whereby the general public and community organisations have been encouraged to collect surplus to requirements/unused paint that has previously been brought by others to our HRCs for disposal.

The designated paint reuse collection point was initially introduced in Newtownards and following the success of the scheme Comber was added in June 2022. The scheme is to be further expanded to the Balloo HRC in September 2022 once the necessary receptacles are fitted out. The number of collection points must be kept limited to ensure that there is a sufficient amount of paint available for selection by those who wish to find paint that they can re-use; it is therefore not possible to spread designated collection points across all HRCs.



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Paint Re-use scheme goes from strength to strength...Now available at Comber Household Recycling Centre!

News Items Publicised on Binovation App

Between November 2021 and June 2022, over 640 cans, estimated at 3230 litres of paint, have been claimed by residents from this re-use scheme. This has saved carbon emissions estimated at around 9 Tons of CO₂e, as well as avoiding a disposal cost to ratepayers of around £3K. Overall, our programme to reduce paint waste disposal via our HRCs has led to a saving of over £11K over a 7-month period.

This initiative has proven to be very popular and is something which officers plan to build upon and encourage ongoing/wider adoption of a paint re-use culture amongst our communities as they grow in their appreciation of both the significant environmental and financial benefits.

White Goods Re-Use Collection Service

Every year an estimated two million tonnes of Waste Electrical and Electronic Equipment (WEEE) items are discarded by householders and companies in the UK, 40% of which comprise large household white goods appliances.

The Council partnered with Refresh Appliances in applying for an application to the Waste Electrical and Electronic Equipment (WEEE) Local Project Fund. Refresh Appliances is a local Social Enterprise Company based in Newtownards that provides a domestic appliance sales and repair service which includes the remanufacture and repair of the large appliances. The company is contracted with the European Recycling Platform (ERP) to collect appliances from HRC's in the six Council areas of Arc21, including Ards and North Down.

One of the barriers to re-use of white goods appliances is the damage that is often caused to these items as they are transported by residents to HRCs and damage that occurs as they are moved around the sites themselves. In a bid to further improve the service to ratepayers and maximise the re-use outcomes for appliances,

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funding was secured to provide a direct collection service from householders for one year. This scheme is free of charge and launched on Tuesday 4 January 2022.

Large appliances, which are eligible for collection as part of the scheme are:

- Washing machines
- Tumble dryers
- Dishwashers
- Cookers and hobs



Choose to Reuse in 2022: New Free Service for Householders



Ards and North Down Borough Council is delighted to announce its partnership with Refresh Appliances Limited and the European Recycling Platform Limited. Having secured funding from the Distributor Takeback Scheme WEEE Local Project Fund, Refresh Appliances is offering a new and free service for householders that ensures their old, unwanted appliances can be reused.

Based in Newtownards, Refresh Appliances launched the large appliances collection scheme on 4 January. It is one of several initiatives that tie in with Ards and North Down Borough Council's 'Choose to Reuse in 2022' campaign.

This content is an affiliate to our partner, binovation.

Home News & Info Collections More

News Item Published on Binovation App

Bookings for collection by any resident of the Borough can be made directly through Refresh Appliances and officers also liaise where appropriate with Refresh in relation to bulky waste collection requests received by Council, that include the eligible appliances.

Statistics to 22 June 2022 showed that 380 appliances were collected via the scheme, representing 22.8 Tons of WEEE - with a reuse rate of 38% (8.7 Tons). An average of around 63 collections are being carried out per month. Based upon the carbon savings of reusing a washing machine compared to recycling it, the overall carbon savings arising from the 8.7 tons of white goods reused in this scheme so far, is estimated at 17.9 Tons CO₂e (compared to 10.4 Tons CO₂e if the appliances had been recycled).

Once again, this scheme has proven to be hugely popular so far and will continue to be actively promoted by Council officers in collaboration with Refresh Appliances.

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Freecycle Household Furniture Reuse Collection Service

Utilising underspend from our RCIF last year, the Council introduced a 12-week trial aimed at encouraging residents to donate and receive large household furniture items for reuse, rather than disposing of them.

Under the scheme, items listed by residents of the Borough on the openly/freely available 'Freecycle' platform, for collection from and delivery to homes within the Borough were eligible for a free transport service by the Council. This was designed to promote willingness by our residents to more actively consider the option of furniture 'reuse', by encouraging use of the existing 'Freecycle' platform and removing the 'barrier' of residents having to source a suitable means of transporting larger furniture items from the donor to the recipient homes.

[Freecycle: Front Door](#)



News Item Published on Binovation App



Local Press Article

In all of our publicity around this scheme, residents were urged to first consider donating furniture items to locally based charities.

Unfortunately, despite the extensive publicity and promotion of the trial, only seven collections/delivery of furniture items for reuse were undertaken. This is very disappointing, and officers will continue to look at ways in which we can try to encourage and incentivise further reuse of household furniture items in the future. The resources that were put in place (van and operatives) were productively utilised when not undertaking the Freecycle deliveries, by supplementing the capacity to deliver our normal bulky refuse service.

RECOMMENDATION

It is recommended that Council notes the report.

Unclassified

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ITEM 6

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	11 November 2021
File Reference	71012
Legislation	Waste and Contaminated Land (NI) Order 1997
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Additional Bin Collection Vehicles and Staff Resource
Attachments	None

Following creation of the new Council in 2015, efficiencies were created by implementing an integrated approach to kerbside bin collections across the two legacy Council areas, facilitated by a new software system (Webaspx) that has been deployed very effectively over the past number of years to redefine and adjust collection routes as new properties have been developed and demand for kerbside bin collection services have changed/expanded in various parts of the Borough. This planned approach has meant that despite the number of residential properties in the Borough growing by 4,652 between 2015 and 2021 (per published DoF Housing Stock Statistics), we have been able to avoid the need for expansion of the complement of kerbside waste collection resources by more efficiently managing the combined legacy Council collection routes.

The point has now come whereby capacity to manage the legacy Council collection routes more efficiently (and thereby avoid expansion of the number of routes despite growing numbers of properties to be serviced), has been exhausted. Collection routes are now at capacity and beyond, placing rising pressure on our ability to fulfil kerbside waste collections to all homes up to the standards expected. The collection service has become dependent on the use of a support vehicle to assist a number of

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rounds during certain periods and in particular the organic (brown bin rounds) during the grass growing season when the bin set out rate increases significantly.

To further guarantee continuity of these core/frontline services and continued high quality service delivery, two additional crews (initially two Category C drivers and two loaders, but ultimately also requiring two additional loaders as the new routes fill out further) plus two additional RCVs will be required.

Two main options were considered in the business case:

Option 1: Address additional service demands through continuation of ever-increasing overtime working and piecemeal catchup working across existing collection routes.

Option 2: Expand the complement of collection routes/crews by two.

Whilst Option 1 represents the lowest cost option over the 5-year period of the Business Plan, when the non-monetary benefit score is factored in Option 2 becomes the highest ranked option. Essentially, whilst theoretically the extra service demand could be managed through increased reliance upon overtime working and piecemeal delivery of bin collections to ongoing increases in residential properties, this is not deemed practicably viable in a manner that would deliver the required continuity and quality of service standards.

The estimated annual average cost of the extra bin collection resource required (financing of additional refuse collection vehicles and running costs, plus staff costs) over the 5-year period of the business case is £210K (£197K in year 1).

RECOMMENDATION

It is recommended that approval is granted to make provision in the 2023/24 estimates process for the procurement of two additional Refuse Collection Vehicles and recruitment of an additional four waste collection operatives (2 Category C Drivers and two Refuse Recycling and Street Cleansing Operatives).

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ITEM 7

Ards and North Down Borough Council

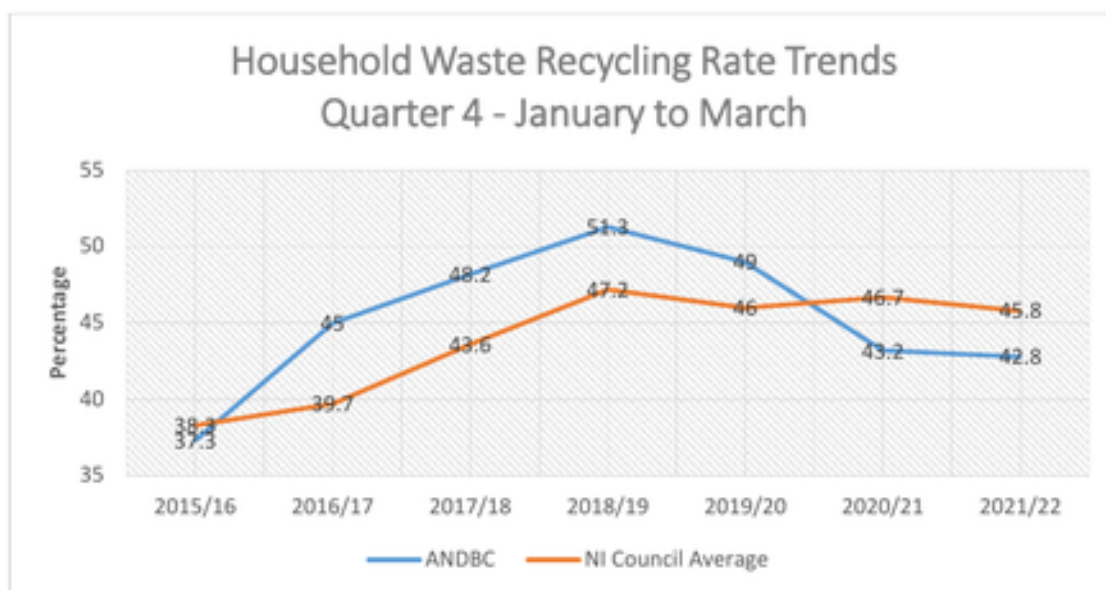
Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	01 August 2022
File Reference	53042
Legislation	Waste and Contaminated 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, January to March 2022
Attachments	

The official waste management statistics for the final quarter of 2021/2022 (January to March 2022) have been released by the Northern Ireland Environment Agency.

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

- i. Our household waste recycling rate **fell by 0.4%** compared to Q4 last year, (from 43.2% to 42.8%) and has now **fallen by 8.5%** compared to Q4 peak rate achieved in the 2018/19 year (from 51.31% to 42.8%).

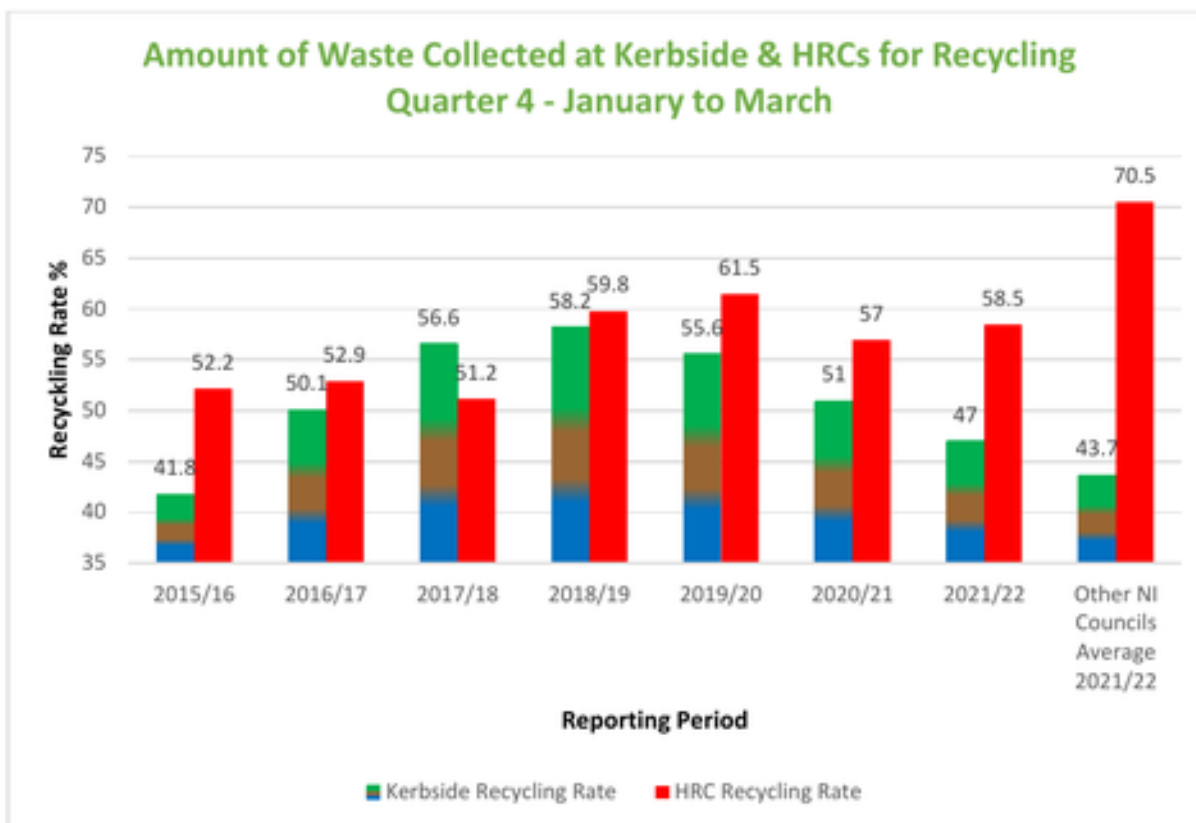
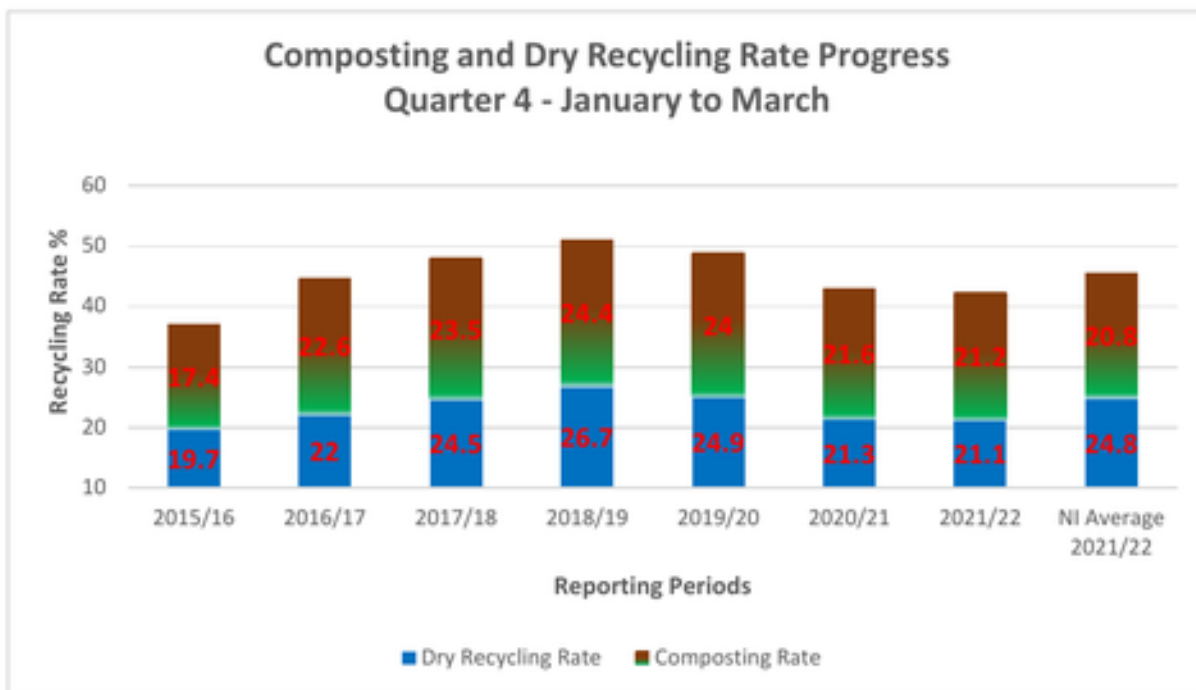
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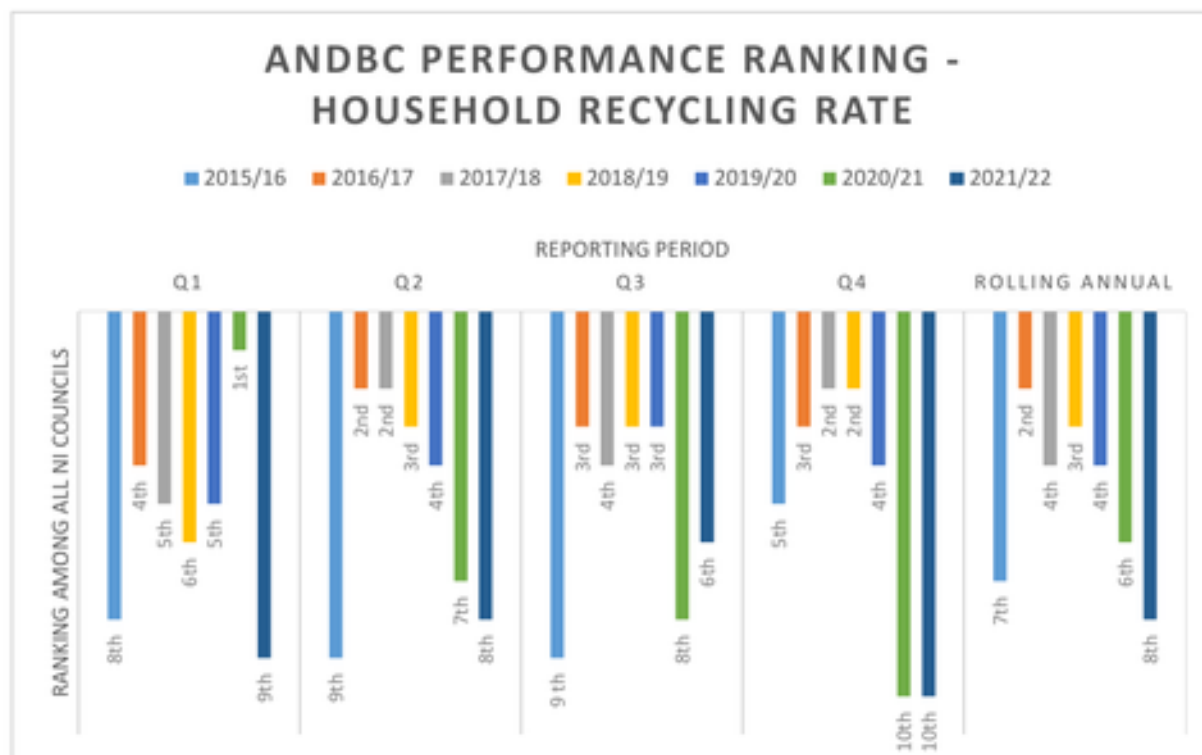
- ii. Our household waste recycling rate of 42.8%, was 3% lower than the NI average of 45.8%.
- iii. We were ranked ninth out of the eleven NI Councils for our household waste recycling rate.
- iv. Our household waste composting rate fell by 0.4% - from 21.6% to 21.2%. Our household waste dry recycling rate fell by 0.2% - from 21.3% to 21.1%.
- v. Our household waste composting rate of 21.2% was 0.4% higher than the NI average of 20.8%.
- vi. Our household waste dry recycling rate (i.e., recycling of items other than organic food and garden waste) of 21.1% was 3.7% lower than the N.I. average of 24.8%.
- vii. Our kerbside recycling capture rate of 62.4% for household compostable waste materials compared to a NI Council average of 59.5%.
- viii. We were at the bottom end of the performance table for 'dry' recycling rate, ranking tenth out of eleven Councils.
- ix. We received 36% more waste per capita at our HRCs compared to the average for other NI Councils.
- x. The amount of waste collected at our HRC sites for recycling was significantly less than the average for other Councils – 58.5%, compared to an average rate of 70.5% for other Councils.
- xi. The amount of waste collected for recycling through our kerbside bin collection system was higher than the average for other Councils – 47%, compared to an average of 43.7% for other Councils. However, our kerbside recycling rate has fallen by 3.8% compared to the same period last year and

Unclassified

our margin over the average kerbside recycling rate for all Councils, has fallen significantly.



Unclassified



This latest official Municipal Waste Management Statistics report presents further clear evidence that our performance in relation to waste resource management has suffered a significant sustained deterioration, both in absolute and relative terms.

Our rolling 12-month average recycling rate of 48.3% has fallen back from a high of 54.7% and is currently some 21.7% below the statutory recycling target of 70% by 2030 as set out in the recently enacted Climate Change Act (NI) 2022.

Officers are working on ways of contributing more effectively towards to the achievement of new statutory recycling and landfill targets whilst at the same time improving levels of customer service. Project teams will focus on both our HRC service and our kerbside recycle bin service. With regard to HRCs, emphasis will be on more effectively implementing site operational controls such as checks at entry for all prospective site users, site layout and supervision arrangements to promote, support and enforce better separation of recyclable waste etc. Regarding our kerbside bin service, we will be working to relaunch and strengthen our recycling communications and bin monitoring protocols – with relaunch of the bin contamination warning label system where grey bins contain recyclable waste items. Further information on these two major campaigns will emerge in coming weeks.

RECOMMENDATION

It is recommended that Council notes the report.

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ITEM 8

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	29 July 2022
File Reference	65370
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Applicable <input type="checkbox"/>
Subject	Update on Repairs to Ballywalter Harbour
Attachments	

Background

Members will recall that on 7 December 2021 Storm Barra battered much of the British Isles and many areas within the Borough suffered flooding and storm damage.

Ballywalter Harbour was significantly damaged during the storm, with a huge hole being punched through the sea wall by the relentless wave action. The pier was closed off during the storm to prevent access due to the risk from large waves and the cordon remained in place afterwards due to the risk of collapse.

Unclassified

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Initial Steps

Many elements of the wall/backfill and bitumen deck of the structure were in a very unstable condition and therefore susceptible to further collapse in the very near future. For this reason, Officers acted quickly to remove unstable/exposed elements where possible and to stabilise the void and prevent any further loss of material.

The pier was reopened to fishermen only and a cordon left in place around the hole over the Christmas period.

In the New Year, the undermined/unstable section of the wall was demolished as it was deemed unsuitable and unsafe to repair. This unstable section measured approximately 20m long and 6m high. The Department for Agriculture, Environment and Rural Affairs (DAERA) granted the Council an exemption to conduct these works but requested sight of the repair methodology and a Habitats Regulations Assessment to cover the works.

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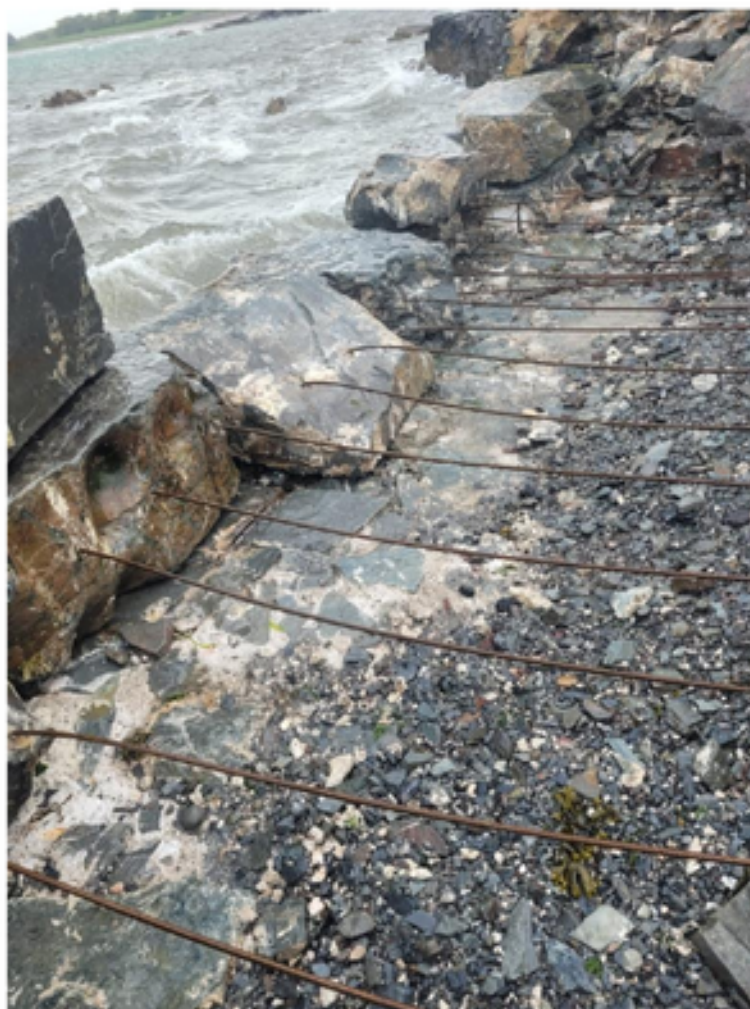
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Design Phase

Developing permanent works to remediate the wall and pier took some time as appropriate fixing methods, reinforcement and mortar needed to be tested and selected. A consultant specialising in Marine Infrastructure was appointed to create a design, methodology and material specification. During this design phase, the necessary approvals and risk assessments, as required by DAERA, were prepared and subsequently approved.

Permanent Repair

On site works to repair the structure began in early May 2022. Each of the large stones at sea level were drilled and L shaped steel reinforcing bars were epoxy bonded into position. These reinforcing bars travel through the wall and a concrete mass was poured below deck level on the inside to secure the stones into position. Furthermore, each stone was bedded in a specialist marine epoxy that dries quickly, binds strongly and does not shrink or deteriorate over time.



L shaped reinforcing bars to anchor the stones in position

To add strength and reduce labour costs, the core in the between the inner and outer skins was filled with mortar and small rocks.

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Core between inner and outer skins filled to remove voids

Finally, each joint was pointed with a quick drying epoxy mortar to prevent future water ingress.



Once the wall was completed the repairs to the bitmac surface were completed and the area reopened to the public. The works took approximately eleven weeks to complete with the final cost approximately £85k, which is expected to be sourced

Unclassified

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from capital budgets. This is inclusive of all consultancy, design and specialist materials needed.



RECOMMENDATION

It is recommended that Council notes this report.

Unclassified

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ITEM 9

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	01 August 2022
File Reference	90202
Legislation	Dogs NI Order 1983 Dogs (Amendment) Act (Northern Ireland) 2011 Clean Neighbourhoods and Environment Act (Northern Ireland) 2011 Litter (NI) Order 1994 Waste and Contaminated Land (NI) Order 1997
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	Result of Court Proceedings - Neighbourhood Environment Team
Attachments	Appendix A - Defendants and Outcomes

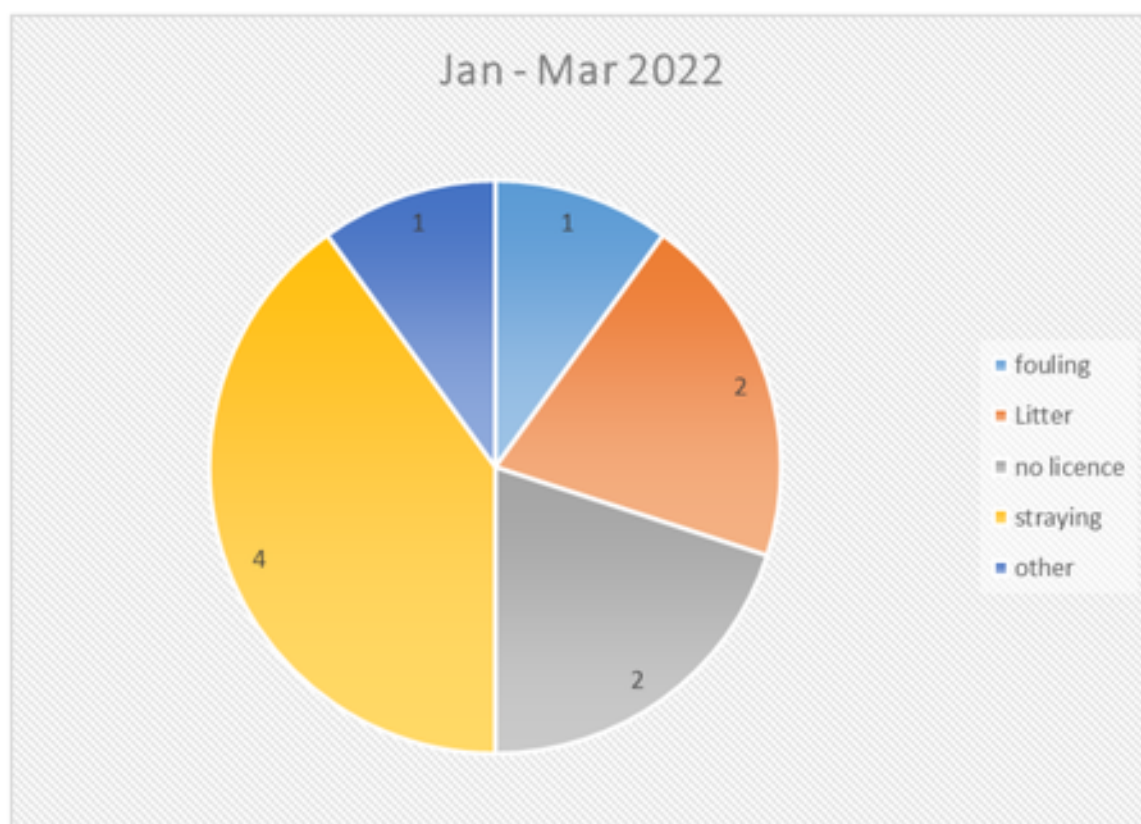
The following convictions were secured at Newtownards Magistrate's Court in the Quarters 1 January 2022 to 31 March 2022 and 1 April 2022 to 31 June 2022. See Appendix A attached.

In accordance with the instructions of the Resident Magistrate, the Council's solicitor will notify defendants upon first appearance in court in response to a summons, that they may seek to have the matter withdrawn upon payment of legal costs and any fixed penalty notice previously offered. The cases are then adjourned to permit a

Unclassified

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further opportunity for payment. This has resulted in a number of cases being settled and withdrawn on the day of court upon payment of all costs and fines.

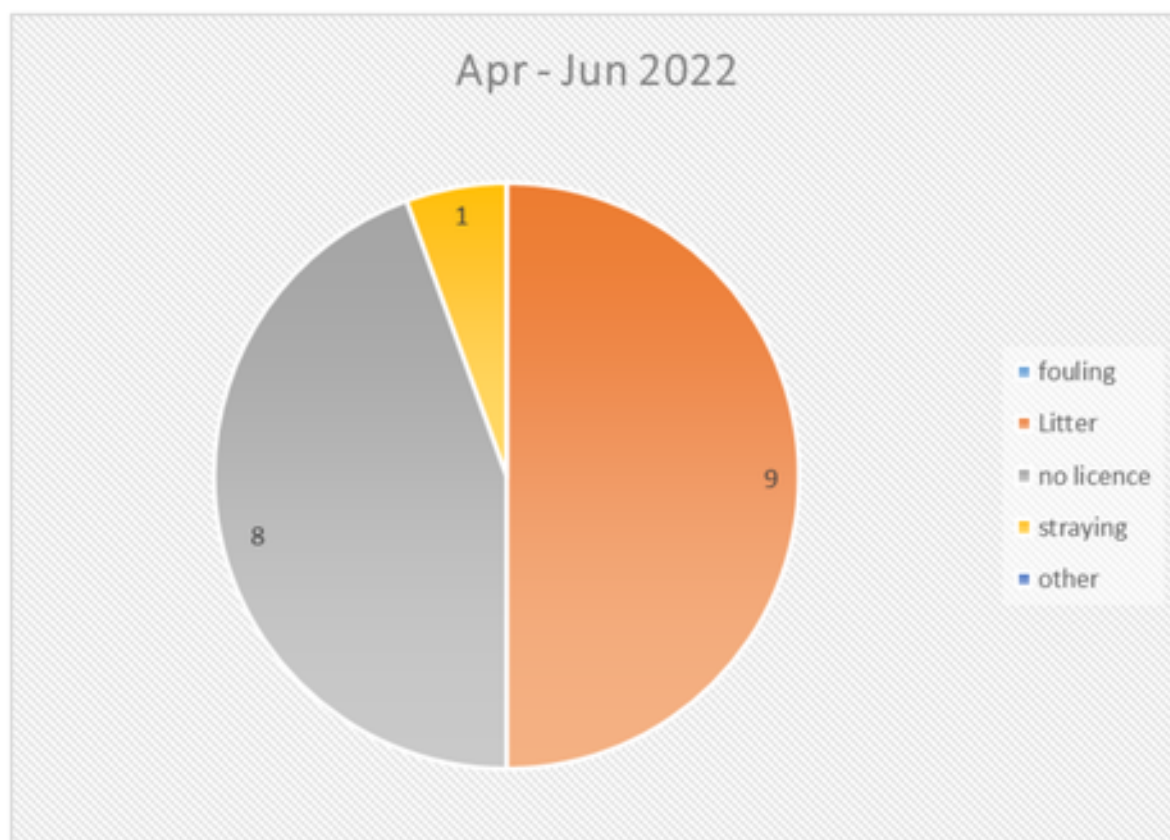


The above pie chart outlines how many of each of the ten prosecution cases were in each category. They were disposed of by the court during the period January to March 2022 as follows:

- One case was withdrawn as defendant's whereabouts are now unknown.
- Six cases were settled and withdrawn.
- Three convictions were obtained.

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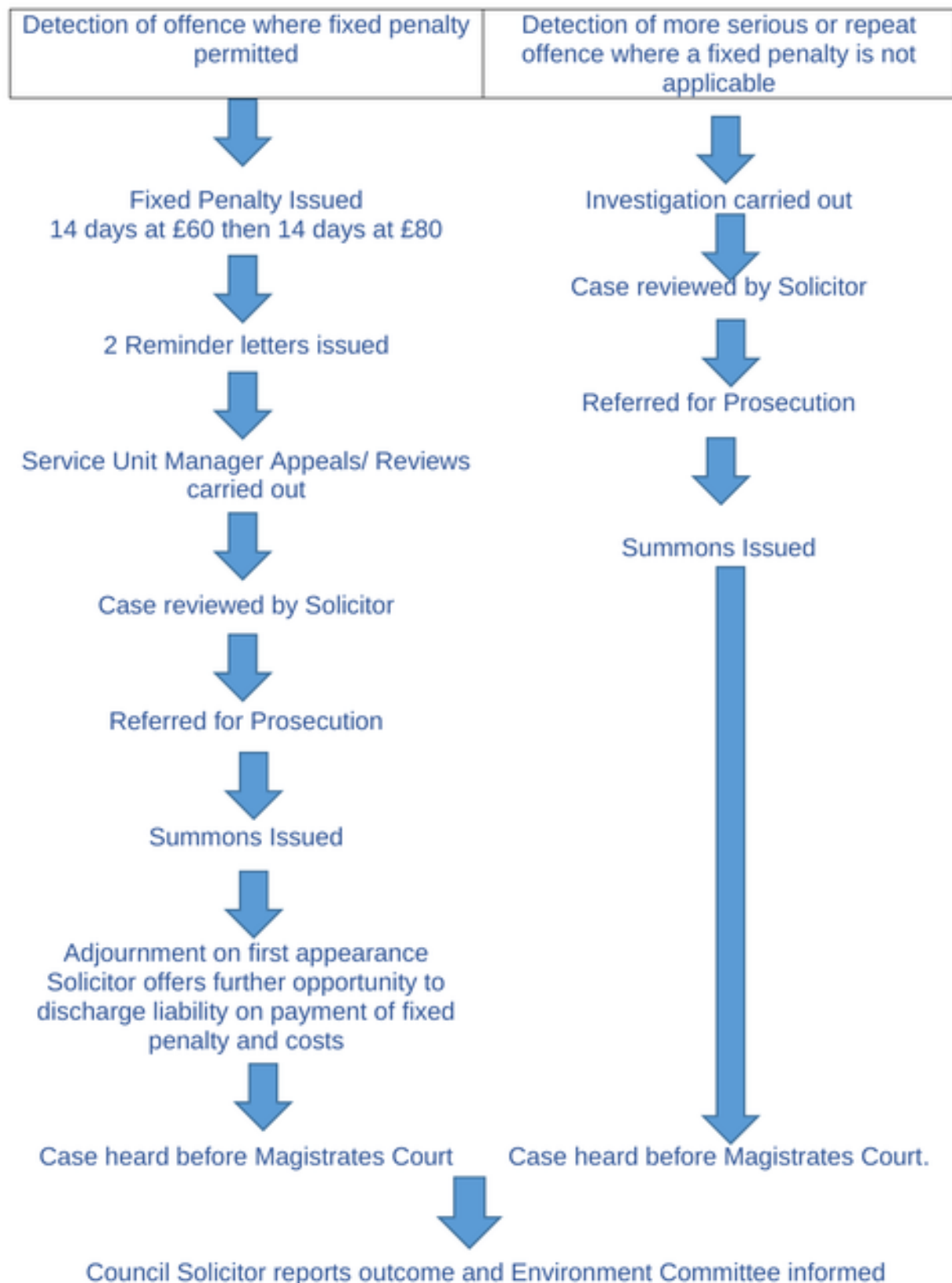


The above pie chart outlines how many of each of the eighteen prosecution cases were in each category. They were disposed of by the court during the period April to June 2022 as follows:

- Three cases were withdrawn as defendant's whereabouts are now unknown.
- Four cases were settled and withdrawn.
- Eleven convictions were obtained.

Unclassified

The enforcement process carried out by the Neighbourhood Environment Team is as follows:



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RECOMMENDATION

It is recommended that the Council notes the report.

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Appendix A - Defendants and Outcomes

Ref	Offender/ Dog Owner	Offence	Court Date	Fine	Legal Costs	Service Fee	Levy	Total	Comments
2021/208387	Philip Hamilton	Littering	21/01/22	£0	£0	£0	£0	£0	Withdrawn - Unable to provide address as tenant has moved away
2021/228077	David McNellis	Fouling	18/02/22	£80	£180	0	0	£260	Settled & Withdrawn
2021/221623	Hanna McMeekin	Straying	18/02/22	£80	£150	£26	£0	£256	Settled & Withdrawn
2021/215175	Claire McDowell	Failure to Complete & Return Article 20	18/03/22	£50	£175	£52	£15	£292	
2021/234410	Deborah Mills	No Licence	18/03/22	Conditional Discharge	£100	£20	£0	£126	
2021/226471	Richard McKenna	Straying	18/03/22	£80	£175	£34	£0	£289	Settled & Withdrawn
2021/232129	Brian Herron	Littering	18/03/22	£50	£150	£30	£15	£245	
2021/233216	Gillian Downing	No Licence	18/03/22	£80	£150	£26	£0	£256	Settled & Withdrawn
2021/236328	Neil Preston	Straying	18/03/22	£80	£150	£0	£0	£230	Settled & Withdrawn
2021/237937	Lee Graham	Straying	18/03/22	£80	£150	£0	£0	£230	Settled & Withdrawn
2021/223083	Stephen McMillan	No Licence x 2	20/05/22	Absolute Discharge	£20	£0	£0	£20	
2021/225035	Kyl Maclure	Littering	20/05/22	£80	£50	£30	£15	£175	
2021/230877	Adam Bailie	Littering	20/05/22	£80	£75	£30	£15	£200	
2021/232333	John McConnell	Littering	20/05/22	£80	£150	£60	£0	£290	Settled & Withdrawn
2021/232577	Pawel Kulwicz	No Licence	20/05/22	£50	£50	£26	£15	£141	
2021/234936	Tony Morris	Littering	20/05/22	£80	£50	£30	£15	£95	
2021/234408	Aaron Stoops	Littering	20/05/22	£80	£150	£34	£0	£264	Settled & Withdrawn
2021/236802	William Wright	Littering	20/05/22	Withdrawn					No Forwarding Address Details
2022/241294	Conor Byrne	No Licence	17/06/22	£80	£150	£26	£0	£256	Settled & Withdrawn
2021/221843	Andrew Boal	Straying	17/06/22	£25	£50	£52	£15	£142	
2021/237707	Jenna Caughey	No Licence	17/06/22	£25	£50	£26	£15	£116	
2021/237755	Ellen Getty	No Licence	17/06/22	£25	£20	£26	£15	£86	
2021/236556	Michael McCluskey	Littering	17/06/22	£20	£40	£30	£15	£105	
2021/209278	Julhas Udin	Littering	17/06/22	£25	£50	£60	£15	£150	

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2021/236802	William Wright	Littering	17/06/22	Withdrawn					No Forwarding Address Details
2021/234652	Karen Hutchinson	No Licence	17/06/22	£240	£300	£58	£0	£598	Settled & Withdrawn
2021/237025	Curtis McCutcheon	No Licence	17/06/22	Withdrawn					No Forwarding Address Details

Unclassified

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

Report Classification	Unclassified
Council/Committee	Environment
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	05 July 2022
File Reference	BC01 / 91000
Legislation	The Building Regulations (Northern Ireland) Order 1979 (as amended) The Building Regulations (Northern Ireland) 2012
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	Building Control Q4 Activity Report (1 January 2022 to 31 March 2022)
Attachments	

Introduction

The information provided in this report covers, unless otherwise stated, the period 1 January 2022 to 31 March 2022 (Quarter 4). The aim of the report is to provide members with details of some of the key activities of Building Control, the range of services it provides along with details of level of performance. This report format has been introduced across Regulatory Services.

Applications

Full Plan applications are made to Building Control for building works to any commercial building, or for larger schemes in relation to residential dwellings.

Building Notice applications are submitted for minor alternations such as internal wall removal, installation of heating boilers or systems, installation of all types of

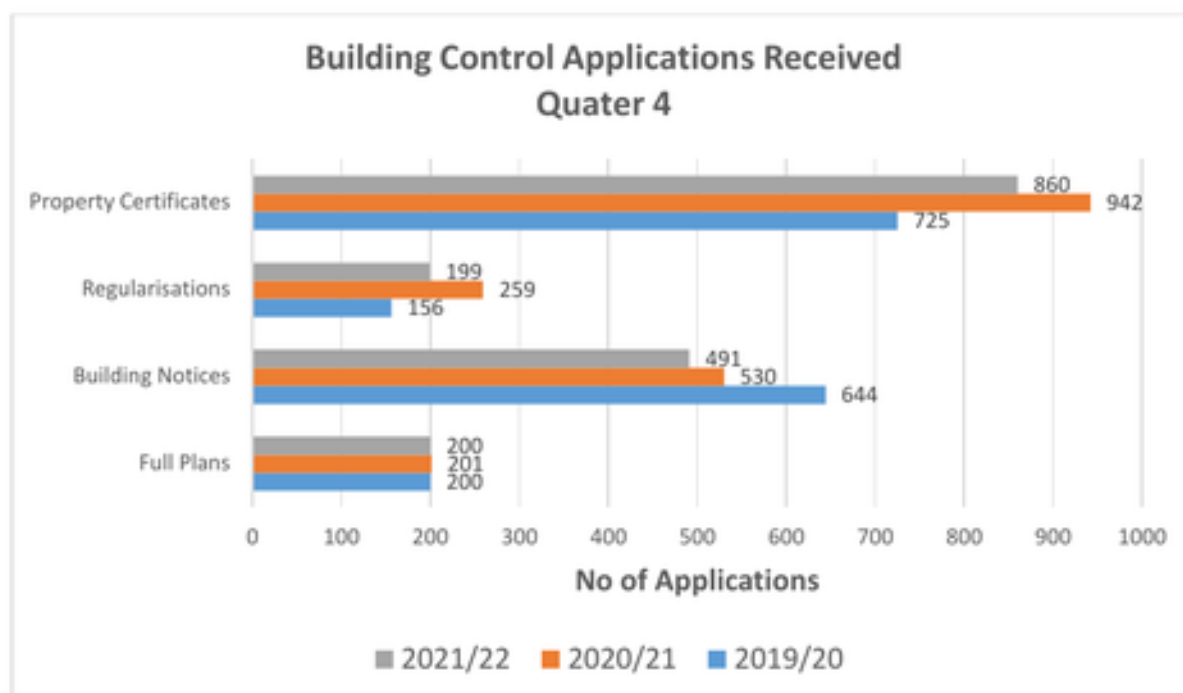
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insulation and must be made before work commences. These applications are for residential properties only.

Regularisation applications consider all works carried out illegally without a previous Building Control application in both commercial and residential properties. A regularisation application considers all types of work retrospectively and under the Building Regulations in force at the time the works were carried out.

Property Certificate applications are essential to the conveyancing process in the sale of any property, residential or commercial, and provide information on Building Control history and Council held data.

	Period of Report 01/01/2022 – 31/03/2022	01/01/2021- 31/03/2021	01/01/2020 – 31/03/2020
Full Plan Applications	200	201	200
Building Notice Applications	491	530	644
Regularisation Applications	199	259	156
Property Certificate Applications	860	942	725



The number of Full Plan applications received is very much determined by the economic climate, any changes in bank lending or uncertainty in the marketplace may cause a reduction in Full Plan applications. There are no direct internal means to control the number of applications received.

Unclassified

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Regulatory Approvals and Completions

Turnaround times for full plan applications are measured in calendar days from the day of receipt within the council, too day of posting (inclusive).

Inspections have to be carried out on the day requested due to commercial pressures on the developer/builder/householder, and as such any pressures on that end of the business reflects on the turnaround of plans timescale.

	Period of Report 01/01/2022 – 31/03/2022	Same quarter last year	Comparison	Average number of days to turnaround plan
Domestic Full Plan Turnarounds within target (21 calendar days)	51.9%	76%	↓	30
Non-Domestic Full Plan Turnarounds within target (35 calendar days)	70.0%	65%	↑	38

Regulatory Approvals and Completions

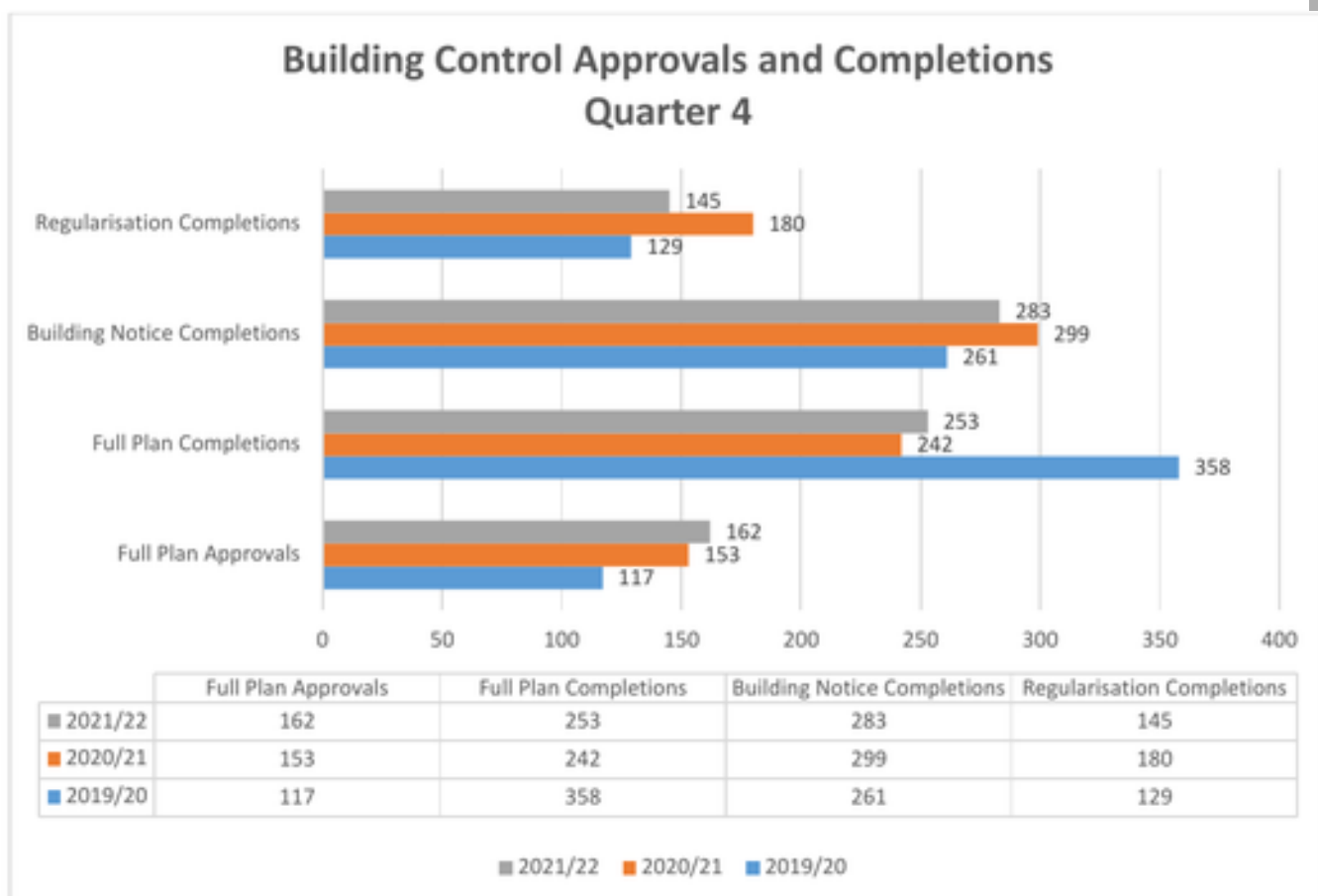
The issuing of Building Control Completion Certificates indicate that works are carried out to a satisfactory level and meet the current Building Regulations.

Building Control Full Plan Approval indicates that the information and drawings submitted as part of an application meet current Building Regulations and works can commence on site.

	Period of Report 01/01/2022 – 31/03/2022	01/01/2021 – 31/03/2021	01/01/2020 – 31/03/2020
Full Plan Approvals	162	153	117
Full Plan Completions	253	242	358
Building Notice Completions	283	299	261
Regularisation Completions	145	180	129

Unclassified

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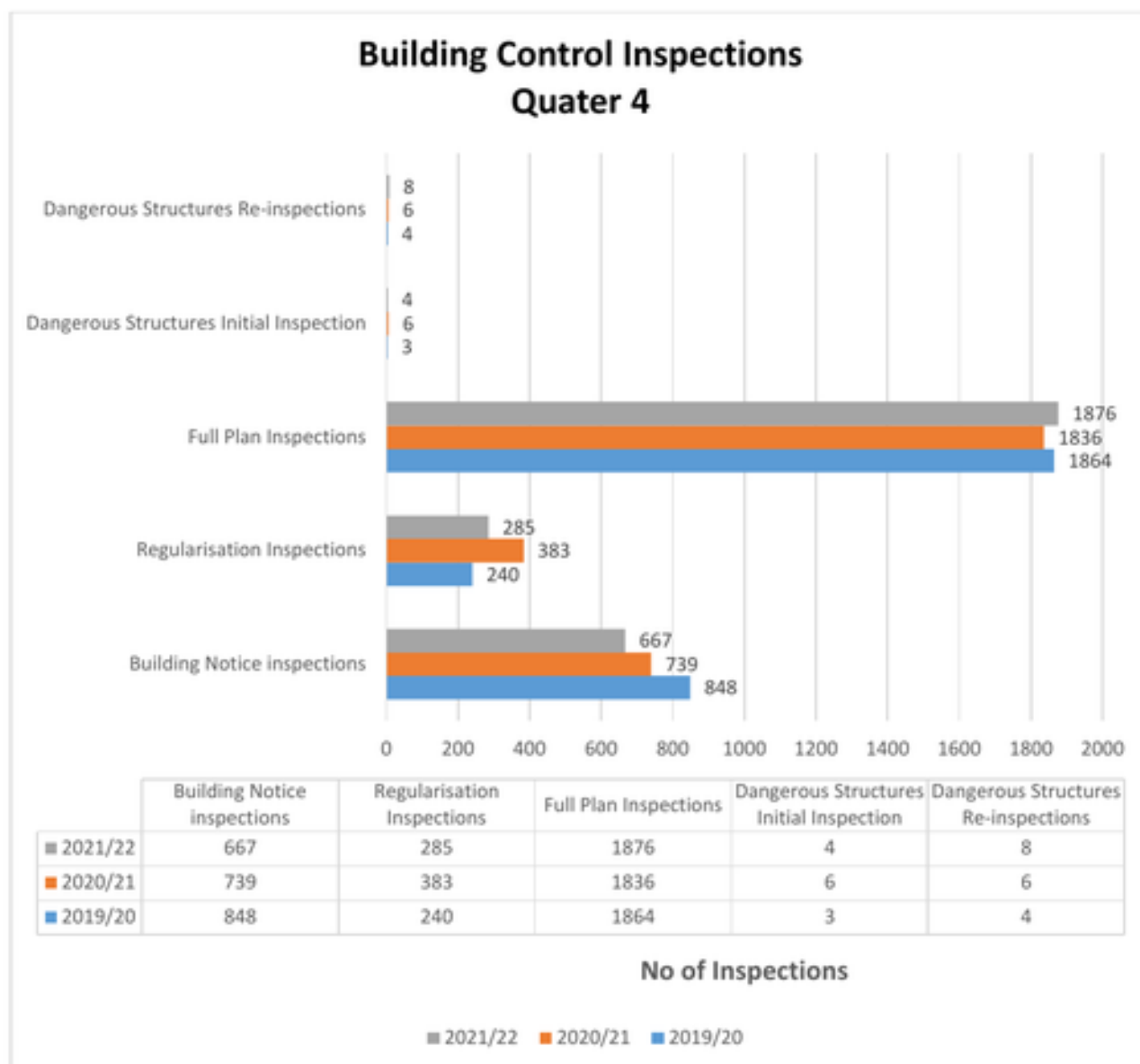


Inspections

Under the Building Regulations applicants are required to give notice at specific points in the building process to allow inspections. The inspections are used to determine compliance and to all for improvement or enforcement.

	Period of Report 01/01/2022 - 31/03/2022	01/01/2021 – 31/03/2021	01/01/2020 – 31/03/2020
Full Plan Inspections	1876	1836	1864
Building Notice Inspections	667	739	848
Regularisation Inspections	285	383	240
Dangerous structures initial inspection	4	6	3
Dangerous structure re-inspections	8	6	4
Total inspections	2840	2970	2959

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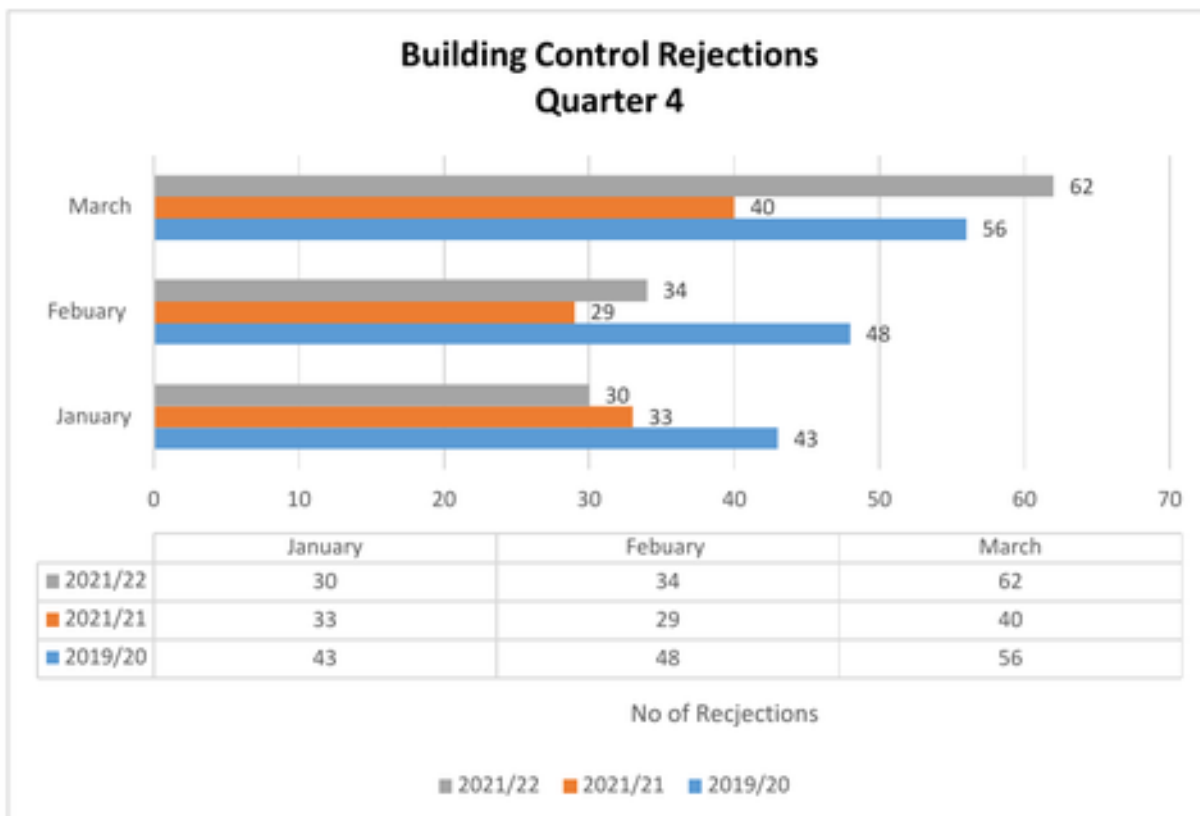
Non-Compliance

Where it is not possible to Approve full plan applications they are required to be rejected. Building Control Full Plan Rejection Notices indicate that after assessment there are aspects of the drawings provided that do not meet current Building Regulations. A Building Control Rejection Notice sets out the changes or aspects of the drawings provided that need to be amended. After these amendments are completed, the amended drawings should be submitted to Building Control for further assessment and approval.

	Period of Report 01/01/2022 – 31/03/2022	01/01/2021 – 31/03/2021	01/01/2020 – 31/03/2020
Full Plan Rejection Notice	126	102	147

Unclassified

Dangerous Structure Recommended for legal action	0	0	0
Court Cases	0	0	0
Other	0	0	0



RECOMMENDATION

It is recommended that 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	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	04 August 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 Q1 Activity Report (1 April 2022 to 30 June 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 April to 30 June 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.

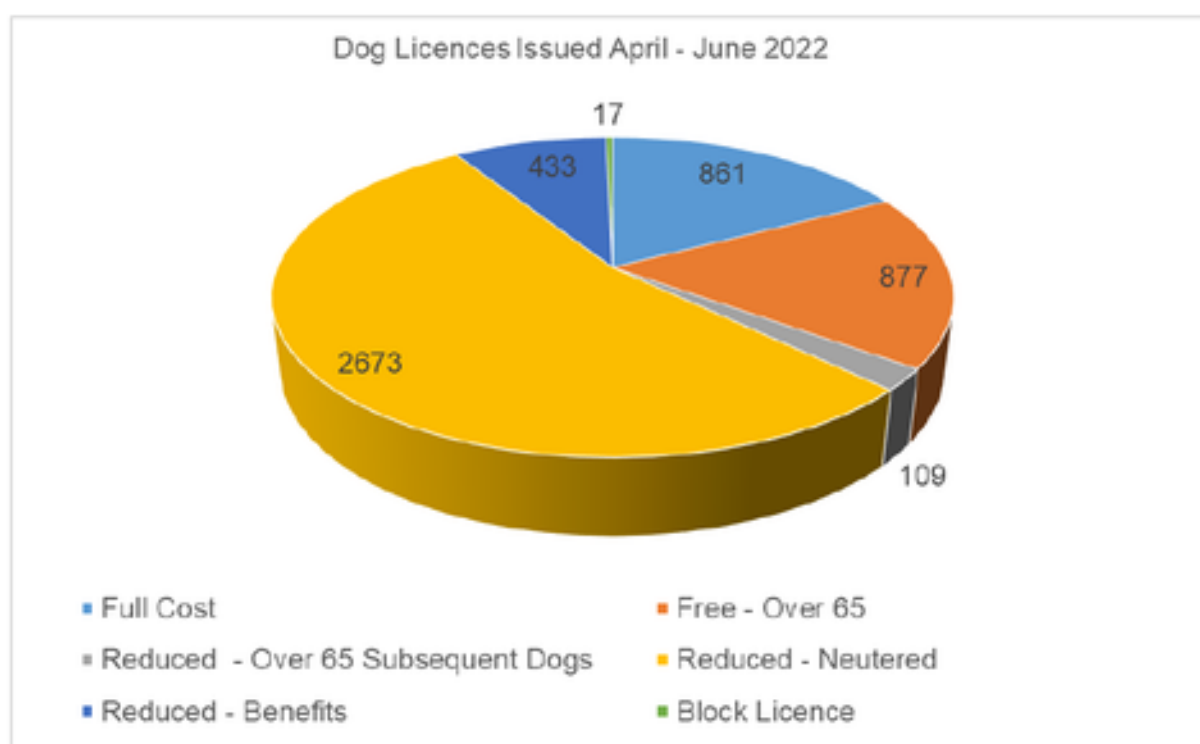
Applications to the Neighbourhood Environment Team*The Dogs (NI) Order 1983*

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

Unclassified


	Period of Report April – June 2022	Same 3 months April – June 2021	Comparison
Dog licences issued during the three months	4953	4610	

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

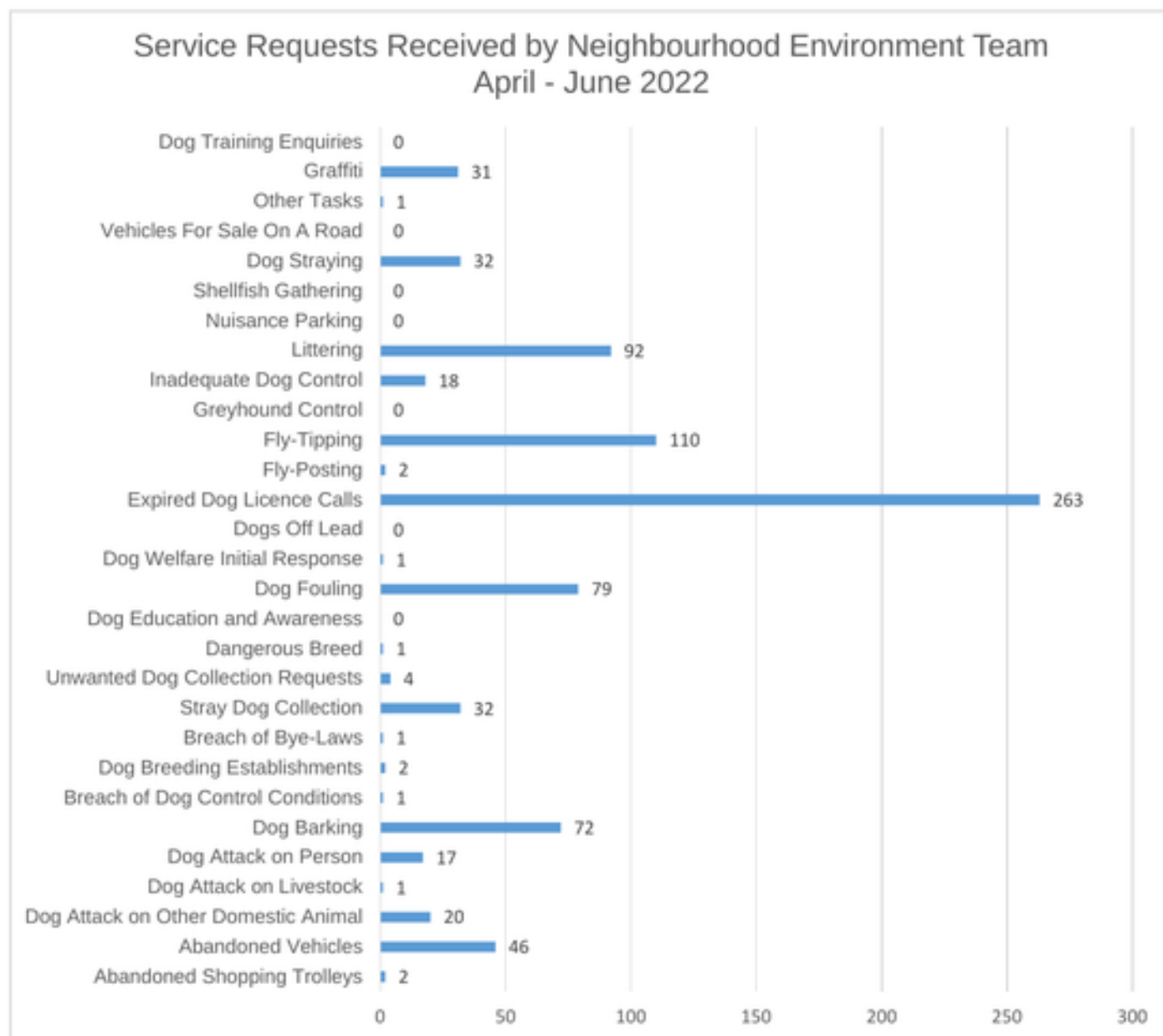


Investigations


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 April – June 2022	Same 3 months April - June 2021	Comparison
Service Requests received the three months	832	1008	

Unclassified



**Non-Compliance
Prosecutions**

	Period of Report April – June 2022	Same 3 months April – June 2021	Comparison
Total Prosecutions	17	44	

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





Unclassified

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Fixed Penalty Notices

In addition to cases being prosecuted through the court, **121** 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.

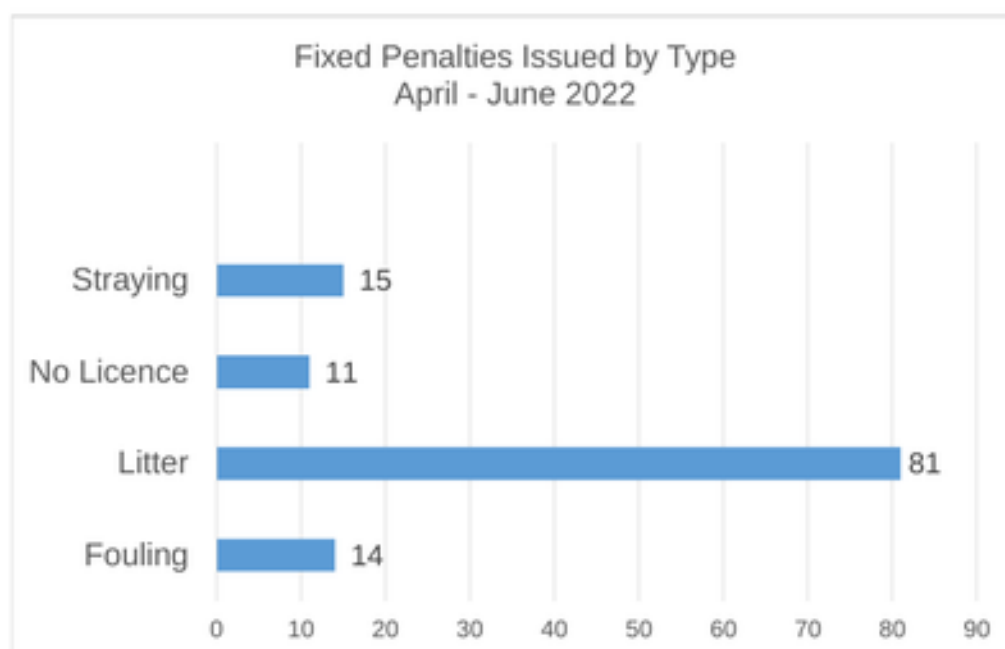
The main categories of fixed penalties are shown below. Other categories exist i.e. breach of dog control conditions, exclusion order and off lead offences. The offer of an £80 Fixed Penalty Fine is an opportunity to discharge liability to prosecution. A payment period of 28 days is permitted. If paid 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 April – June 2022	Same 3 months April – June 2021	Comparison
Fouling	14	18	
Litter	81	99	
No Dog Licence	11	16	
Straying	15	8	

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

Unclassified



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

Environmental Education Programme – Preliminary Actions

The Neighbourhood Environment Team has traditionally undertaken an Education Programme for primary and post primary schools and also for youth and community groups. As COVID-19 restrictions ease, we now plan to reintroduce a new programme of environmental awareness subjects which will be delivered in house by council staff and supported by external agencies where necessary. This educational workstream compliments the enforcement work and is aimed at encouraging behavioural change and reducing environmental crime across the Borough.

The Recycling Community Investment Fund (RCIF) will contribute £25k towards the programme as this budget was previously earmarked for the previous CLEAR programme which ended when the RADAR facility closed.

The Neighbourhood Environment Team is presently undertaking the detailed planning of a structured sustainable programme designed for communities and schools. It would be the intention to have three main strands to the Environmental Education Programme focusing on education and schools, education in the community, and education around waste and recycling.

The team will work closely with our corporate communications section in the design of a strategy and branding to maximise engagement with young people at a suitable level for each age range and impact the wider community with positive messaging which reinforces community and individual responsibility to better protect our environment.

We are developing and assessing the effectiveness of a programme which may include elements such as a series of engaging talks and presentations delivered on current environmental topics such as climate change, human impact on landscape,

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littering, marine microplastics, practical classroom-based fish conservation projects and rewilding. This part of the programme would be offered on a modular basis with schools that complete the most modules being eligible for an end of year outdoor event.



An example of rock pool finds during an outdoor school session

Additionally, a suite of initiatives will be offered to improve and enhance local communities. This will include support for beach clean ups, advice on community improvement projects, and liaising with Live Here Love Here to improve community engagement and to share experience and expertise.

It would be the intention to undertake promotional work and to engage with schools from September to December 2022 and begin with Year 8 presentations in schools in January 2023.

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
Straying	Albany Road	Bangor
Fouling	Cairn Wood	Newtownards
Litter	Kingsland Car Park	Bangor
Fouling	Donaghadee Community Centre	Donaghadee
No Licence	Donaghadee Community Centre	Donaghadee
Litter	Movieland Car Park	Newtownards
Fouling	Cairn Wood	Newtownards
Fouling	Cairn Wood	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
No Licence	Magherascouse Road	Ballygowan
Litter	Ards Shopping Centre	Newtownards
Litter	Movieland Car Park	Newtownards
Litter	Movieland Car Park	Newtownards
Fouling	Millisle Beach	Millisle
Litter	Ards Shopping Centre	Newtownards
Straying	Hollygate Vets	Carryduff
Straying	Hollygate Vets	Carryduff
Litter	Banks Lane	Ballyholme
No Licence	Westland Drive	Newtownards
No Licence	Greenwell Street	Newtownards
Litter	Movieland Car Park	Newtownards
Fouling	Coastal Path	Bangor
Litter	Kingsland Car Park	Bangor
Litter	Bloomfield Shopping Centre	Bangor
Litter	Movieland Car Park	Newtownards
Litter	Castlebawn Car Park	Newtownards
Fouling	Cairn Wood	Newtownards
Litter	Kingsland Car Park	Bangor
Straying	Ballywalter Bowling Club	Ballywalter
No Licence	Bristol Park	Newtownards
Litter	Bloomfields Car Park, Harry Corry	Bangor
	Castlebawn Car Park, Home	
Litter	Bargains	Newtownards
Straying	Ballywhiskin Road	Millisle
Litter	Kilclief Gardens	Bangor
Litter	Abbots Court	Bangor
Straying	Upper Ballygelagh Road	Newtownards
Litter	Millisle Beach	Millisle
Litter	Crawfordsburn Country Park	Crawfordsburn
Litter	Kingsland Car Park	Bangor
Litter	Movieland Car Park	Newtownards
Fouling	Millisle Beach	Millisle
Litter	Lough Shore Road	Portaferry

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Litter	Lidl Car Park	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	Castlebawn Car Park	Newtownards
Litter	Bloomfield Shopping Centre	Bangor
Litter	Castlebawn Car Park	Newtownards
Straying	Robbys Point	Donaghadee
Litter	Bloomfield Shopping Centre	Bangor
Litter	Movieland Car Park	Newtownards
Straying	Ward Park	Bangor
Litter	Mill Street	Newtownards
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	Centre Car Park Balloo	Bangor
Litter	Groomsport Beach Car Park	Bangor
Litter	Kingsland Car Park	Bangor
Litter	Kingsland Car Park	Bangor
Litter	Ballyhalbert Car Park	Ballyhalbert
Litter	Bloomfield Shopping Centre	Bangor
Litter	Hardford Link Service Station	Newtownards
Litter	Rathgael Exchange	Bangor
No Licence	Upper Greenwell Street	Newtownards
Litter	Lough Shore Road	Portaferry
Litter	Ards Shopping Centre Car Park	Newtownards
Straying	Hollymount Road	Newtownards
Litter	Ards Shopping Centre Car Park	Newtownards
Fouling	Seapark	Hollywood
Litter	Bloomfield Shopping Centre	Bangor
Fouling	Redburn Country Park	Hollywood
Litter	Groomsport Harbour Car Park	Groomsport
Litter	Ards Shopping Centre Car Park	Newtownards
No Licence	Cardy Road	Greyabbey
Fouling	Helen's Bay Beach	Helen's Bay
Straying	Ballyree Drive	Bangor
No Licence	Ballyree Drive	Bangor
Litter	Ards Shopping Centre Car Park	Newtownards
No Licence	Ballycrochan Road, Six Road Ends	Bangor
No Licence	Ballycrochan Road, Six Road Ends	Bangor
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	Bloomfield Shopping Centre	Bangor
Litter	Movieland Car Park	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Bloomfield Shopping Centre	Bangor
Litter	Barr's Bay Car Park	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Bloomfield Shopping Centre	Bangor
Straying	Church Street	Newtownards
Fouling	Millisle Beach Front	Millisle

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Litter	Asda Car Park	Newtownards
Litter	Millisle Beach	Millisle
Litter	Copelands Marina	D'Dee
Litter	Movieland Car Park	Newtownards
Fouling	Orlock Point	D'Dee
Litter	Movieland Car Park	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Kingsland Car Park	Bangor
Litter	Parkway Car Park	Comber
Litter	Ards Shopping Centre	Newtownards
Litter	Queens Parade	Bangor
Litter	Movieland Car Park	Newtownards
Litter	Seacliff Road	Bangor
Litter	Ards Shopping Centre	Newtownards
Litter	Green Road Shops Car Park	Conlig
Litter	Groomsport Beach Car Park	Groomsport
Litter	Ards Shopping Centre	Newtownards
Litter	Ballywalter Car Park	Millisle
Litter	McDonalds Car Park	Newtownards
Litter	McDonalds Car Park	Newtownards
Litter	Newtownards Road Roundabout	Bangor
Fouling	Shore Street	Donaghadee
Straying	Carlton Park	Bangor
Straying	Ards Shopping Centre	Newtownards
Litter	Ards Shopping Centre	Newtownards
Litter	The Commons Car Park	Donaghadee
Straying	Ballywalter Gardens	Bangor
No Licence	Ballywalter Gardens	Bangor
Litter	Lidl Car Park	Bangor
Straying	Bangor Central Primary School	Bangor
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	McKay Pharmacy Car Park	Newtownards

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

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	16 August 2022
File Reference	LR 100 / 90101
Legislation	The Betting, Gaming, Lotteries and Amusements (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 Amusement Permit
Attachments	

The following application for an Amusement Permit has been received:

Premises: Oasis Gaming, 39 High Street, Newtownards

Applicant: Mr Martin Trimble, Gowan Heights, Belfast
Mr Gerald Steinberg, Ailsa Road, Holywood

Application for a **provisional licence** has been made under Article 108 (1) (ca) of the Order to provide gaming machines with a maximum cash prize pay-out of £25. Access to the premises will be restricted to over 18-year-olds only.

A **provisional licence** application is made before the premises are completed. Once completed to the Council's satisfaction the application will need to be brought back to Council to confirm it.

Comment

The application has been publicly advertised as required by the Order and there have been no objections.

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The PSNI has also confirmed that they do not have any objection to the provisional grant of the application.

Planning approval has also been granted for Oasis Gaming, 39 High Street, Newtownards.

Should the Council be minded to refuse this application or wish to impose further restrictions on the applicant then the Council is required to serve Notice on the applicant stating the proposed grounds for the refusal or additional restrictions. The applicant then has 14 days to inform the council in writing their desire to show cause, in person or by a representative as to why the application should not be refused or the additional conditions applied.

RECOMMENDATION

It is recommended that Council considers the application and confirms if they wish to grant or indicate their intention to refuse the application.

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ITEM 13

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	16 August 2022
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	

Applications have been received for the grant of entertainment licences as follows:

1. **Field of Dreams – Stretch Tent**

Applicant: Mr Greg Brown, 55 Gransha Road, Bangor

Days and Hours: Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment: Indoor dancing, singing and music or any other entertainment of a like kind.

2. **James Carrol Memorial Hall**

Applicant: Mr Paul Greer, 9 Nairn Court, Newtownards

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

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Type of entertainment: Indoor dancing, singing and music or any other entertainment of a like kind.

3. **The Topsy Gypsy, 1-3 Court Square, Newtownards**

Applicant: Mr Ben Stewart, 80 Belfast Road, Antrim

Days and Hours: Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment: Indoor dancing, singing and music.

4. **Alexander's, 57 High Street, Holywood**

Applicant: Mr Ben Stewart, 80 Belfast Road, Antrim

Days and Hours: Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment: Indoor dancing, singing and music.

5. **The Sandpiper Inn, 64 Main Street, Ballywalter**

Applicant: Ms Karen Collins, 54 Sandhill Parade, Belfast

Days and Hours: Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment: Any entertainment which consists of or includes any public contest, match, exhibition or display of - boxing, wrestling, judo, karate or any similar sport, billiards, pool, snooker or any similar game or darts.
Dancing, singing or music or any other entertainment of a like kind.
Machines for entertainment and amusement. Equipment for playing snooker or similar games.

Comment

All of the above applications have been publicly advertised and no objections have been received.

The PSNI and NIFRS have also advised that they have no objections.

RECOMMENDATION

It is recommended that Council grants the applications listed in the report.

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ITEM 14

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	16 August 2022
File Reference	LR PCL47 / 90101
Legislation	Licensing of Pavement Cafés 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	Grant of Pavement Café Licences
Attachments	

The following applications have been received for the grant of a Pavement Café Licences:

1. **Suitor & Co**

Applicant: Ms Victoria McAleese, 106 Willowbrook Park, Bangor

Venue: Suitor & Co Café, 45 High Street, Holywood

Day and hours of use:

Monday 08.30 - 16.00

Tuesday – Sunday 07.30 - 17.00

2. **Lynchpin**

Applicant: Mr Joseph McGowan, 10 Southview Street, Belfast

Venue: Lynchpin Café, 49 High Street, Holywood

Day and hours of use:

Wednesday – Sunday 09.00 - 17.00

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3. The Woburn Arms**Applicant:** Mr Thomas Bickerstaff, 52 Abbey Road, Millisle**Venue:** The Woburn Arms Public House, 69 Main Street, Millisle**Day and hours of use:**

Monday – Saturday	12.00 - 21.00
Sunday	12.30 - 21.00

Comment

The applications have been publicly displayed on the relevant premises for 28 days as required in the legislation. No objections have been received.

DFI Roads and the Planning Service have been consulted and where necessary the PSNI. No objections have been raised to these applications.

Under the agreed conditions of licence, the pavement cafes will be required to:

- only use the agreed area to be outlined in the licence,
- provide only the approved furniture,
- completely remove any furniture from the pavement at the end of each day's trading
- keep the area used for the café clean of litter and liquid spills

RECOMMENDATION

It is recommended that the Council grants the above licences.

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ITEM 15

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	16 August 2022
File Reference	LR 100 / 90101
Legislation	Street Trading Act (N I) 2001
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 Street Trading Licence
Attachments	

An application has been received for the grant of a Stationary Street Trading Licence, to trade at designated sites within the Borough:

Applicant: Mr William Cariaga Medina

Address: 35 Manse Gate, Newtownards

Goods to be supplied: Hot Food - Pizza

There are no objections to this application.

RECOMMENDATION

It is recommended that Council grants the Street Trading Licence.

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ITEM 16**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	06 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	04 August 2022
File Reference	FP/2022/01611/MAST / 91200
Legislation	The 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 – Woodland Avenue, Woodland Green and Woodland Walk, Comber
Attachments	

A development comprising of 58 dwellings is currently under construction on lands at Ardara Grove, Comber.

The developer has suggested the names Woodland Avenue, Woodland Green and Woodland Walk to recognise the mature/veteran trees marking the site line at both the Northern and Eastern boundaries. The site also includes a mature woodland to the South. The names are in keeping with the general neighbourhood.

RECOMMENDATION

It is recommended that Council:

- (a) adopt the street names Woodland Avenue, Woodland Green and Woodland Walk; and
- (b) accepts the general name and delegates acceptance of suffixes to the Building Control department.

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ITEM 17**Ards and North Down Borough Council**

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	06 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	17 August 2022
File Reference	FP/2022/1884/MAST / 91200
Legislation	The 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 – Castlelodge Gardens, Comber
Attachments	

A development comprising of 22 dwellings is currently under construction on lands at Castlelodge Park, Comber.

The developer has suggested the name Castlelodge Gardens which is in keeping with the general neighbourhood.

RECOMMENDATION

It is recommended that Council:

- (a) adopt the street name Castlelodge Gardens; and
- (b) accepts the general name and delegates acceptance of suffixes to the Building Control department.

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ITEM 18

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services Head of Assets and Property Services
Date of Report	24 August 2022
File Reference	90313
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	On Street Residential Charge Point Scheme (ORCS) - Update
Attachments	

Background

Members may recall from previous reports on the subject that the UK government had established a capital grant funding scheme for installation of On Street Residential Charge Points. That is a UK wide £20M grant pot administered by the Office for Zero Emission Vehicles (OZEV), and the scheme was extended into current 2022-23 financial year. It is only available to Local Authorities and the funding available is for 75% of the capital costs of procuring and installing on-street residential charge points and associated dedicated parking bays (where applicable), in line with OLEV technical specifications. NI Local Authorities are eligible, like all other UK local authorities, to apply to the On Street Residential Charge Point Scheme (ORCS) - whilst central government departments such as the Department for Infrastructure (DfI) cannot. This reflects the GB position (unlike NI) whereby Local Authorities are the statutory roads authorities; they own and control the streets where the installation of the on-street residential charging infrastructure is to be installed under the ORCS. However, under the scheme Councils are also able to apply for funding from the ORCS to install residential charge points in public car parks (rather than on a residential street itself), provided the car park is located in a

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residential area where there is demand for residential EV charging and there is 24/7 access.

Last year, the then DfI Minister Nicola Mallon, announced that her Department would provide the 25% balance of funding to NI Councils that were successful in securing the 75% funding package from the UK ORCS – meaning that NI Councils would be able to play their role in delivering this type of infrastructure support for the transition to an Electric Vehicle society, at no cost to local ratepayers.

An NI EV Consortium Working Group was established in 2021 to facilitate the improvement of NI Councils' electric vehicle Charge Point Infrastructure. That working group contributes to the Councils' objective to net zero carbon in line with Government targets.

The scope of the EV NI Consortium Working Group is to create and develop a knowledge-based approach and share best practice from other UK and EU cities. Many of those cities had successfully implemented EV Charge point infrastructures within their local areas and the working group could benefit from those experiences.

Working Group membership was open to a number of public stakeholders such as ten Councils across Northern Ireland, Department of Infrastructure, NI Housing Executive and Sustainable NI. The Working group members would act as a key point of contact within their respective organisations, with the aim to share knowledge and best practice. A database of membership is maintained by Derry City and Strabane District Council.

Derry City and Strabane District Council co-ordinated the collation of a list of potential electric vehicle charge point sites from all Council areas within the Consortium.

Ards and North Down Borough Council had submitted a list of fifteen suitable Council car park sites, located widely across the Borough in Bangor, Newtownards, Holywood, Comber, Donaghadee, Groomsport, Portaferry and Kircubbin. Council officers had focussed upon suitable Council owned car parks, as those were deemed to be electric vehicle charge point sites that were most readily deliverable by the Council with the minimum of impediments and timeframes required.

That list was compiled following discussions with all relevant Service Units including Assets and Property and Licensing and Regulatory Services. Key considerations in those discussions were: proximity to residential properties that do not have access to off street parking (and therefore convenient home electric vehicle charging options), size of car park and if the location was already serviced by charge points and/or was on the list as a potential location for the EU Interreg FASTER project (The Faster Project - Sustainable Transition to EV's (fasterevcharge.com)).

The list was then assessed by NIE in terms of feasibility and current infrastructure suitability.

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ORCS Application Update

A joint application was submitted to the ORCS Fund on the Consortium's behalf by Derry City and Strabane Council earlier in the year. Notification has now been received that this bid was successful, and Ards and North Down has secured funding for fifteen EV Dual Charge Point Installations, across nine Council owned off street public car park locations

Holborn Square, Bangor	2 x Dual Charge Point Installations
Central Avenue, Bangor	1 x Dual Charge Point Installation
Bingham Lane, Bangor	1 x Dual Charge Point Installation
Ann Street, Newtownards	2 x Dual Charge Point Installations
Kennel Lane, Newtownards	2 x Dual Charge Point Installations
West Street, Newtownards	1 x Dual Charge Point Installation
Mill Street Gasworks, Newtownards	2 x Dual Charge Point Installations
Church Road, Newtownards	2 x Dual Charge Point Installations
Manor Street, Donaghadee	1 x Dual Charge Point Installation
Meeting House Street, Portaferry	1 x Dual Charge Point Installation
Total	15 x Dual Charge Point Installations

This is excellent news, and the work of Derry City and Strabane Council in playing a co-ordinating role for the successful bid is to be commended. One particular benefit of the collaborative bid across the nine participating NI Councils was the ability to aggregate the costs associated with all of the various proposed installation sites; our Council benefitted in particular from this since although several of our proposed sites went above the cost cap provided for per site within the scheme, they were able to be approved through the collaborative bid process across all Councils.

Next Steps

The Council agreed back in June 2022 to its participation in a collaborative tender process managed by Derry City and Strabane, for the appointment of a suitable Electric Vehicle Charge Point Operator (CPO) to procure, install, operate and maintain the planned 124 charge points through a public procurement process within the Crown Commercial Services Framework: Vehicle Charging Infrastructure Solutions (ref No: RM6213). That tender process is ongoing presently and is expected to be completed by the autumn with an appointment of a CPO in late September or early October 2022.

Further updates on the project will be brought to the Council as and when available.

RECOMMENDATION

It is recommended that Council notes this report.

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ITEM 19

Ards and North Down Borough Council

Report Classification	Unclassified
Council/Committee	Environment Committee
Date of Meeting	07 September 2022
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	26 August 2022
File Reference	74001
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Partnering Arrangements for the Removal of Snow and Ice From Town Centre Footways and Pedestrian Areas
Attachments	Appendix 1 - Letter from TNI and Memorandum of Understanding

Reference is made to correspondence (Appendix 1) from DRD Transport NI relating to proposals for renewal of a voluntary partnership arrangement in relation to clearance of town centre footways and pedestrian areas of snow and ice, which has been in place for the past three years. This is administered under the auspices of a Memorandum of Understanding between the Council and the Department, and a request has been received for the partnership arrangement to be extended for another 3-year period.

Both legacy Councils have in the past, notably in the Winter of 2010, assisted with the clearance of snow and ice during a prolonged period of extreme weather which significantly affected accessibility around town centres and caused severe disruption to normal community and business activity.

Officers remain content that during periods of exceptionally prolonged, extreme weather conditions (e.g. such as those that prevailed in the Winter of 2010), when routine Council services have been disrupted and Council personnel are as a consequence available, we could facilitate the spirit of the Memorandum.

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RECOMMENDATION

It is recommended that the Council agrees to renewal of the Memorandum of Understanding with DRD Transport NI for a 3-year period subject to the following conditions:

1. Any Council support in relation to snow and ice clearance from town centres will only be provided under exceptionally prolonged, extreme weather conditions when normal Council services have consequently been disrupted and personnel and other Council resources are available to divert to snow and ice clearance activities.
2. The schedule of agreed footways to be treated shall be as agreed by Transport NI with Council Officers and may change depending upon operational circumstances and resource availability.
3. Confirmation from the Council's insurers that it is content with the Council's engagement under the Memorandum.

Southern Division

Mr David Lindsay
Director of Environment
Ards & North Down Borough Council
david.lindsay@ardsandnorthdown.gov.uk

Marlborough House
Central Way
Craigavon
BT64 1AD
Tele : 0300 200 7899
E-mail :
DfIRoads.Southern@infrastructure-ni.gov.uk

Our Ref :
Date: 30 May 2022

Dear Mr Lindsay

MEMORANDUM OF UNDERSTANDING PARTNERING ARRANGEMENTS FOR THE REMOVAL OF SNOW & ICE FROM TOWN CENTRE FOOTWAYS AND PEDESTRIAN AREAS.

Please find attached a new memorandum and schedules for the clearance of snow and ice from footways during prolonged winter weather. The memorandum shall commence on 1 October 2022 and will remain in force for a maximum period of 3 years.

I would be grateful if you could review these documents and, if satisfied, sign and return the agreement.

Thank you for your assistance and should you have any queries please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. McMurray', with a stylized flourish at the end.

ALAN McMURRAY
Network Maintenance Manager

**Memorandum of Understanding
Of
Partnering Arrangements
between
Dfl Roads and Ards & North Down Borough
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 Dfl Roads and Ards & North Down Borough 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 Dfl Roads nor Ards & North Down Borough 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 Dfl Roads and/or Ards & North Down Borough Council staff, depending on resources available at the time.
3. This MOU sets out a broad framework of key principles agreed by the Dfl 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 Dfl 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 Dfl Roads

6. Dfl 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. Dfl 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. Dfl Roads will provide Ards & North Down Borough Council with salt, or a salt/grit mix, free of charge to treat those footways on the schedule, when required. Dfl 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 Dfl Roads resources and it being required by Ards & North Down Borough Council.
9. Dfl Roads will extend the indemnity being offered to Ards & North Down Borough 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. Ards & North Down Borough 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. Ards & North Down Borough Council will assist Dfl 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. Ards & North Down Borough 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. Ards & North Down Borough Council shall be responsible for coordinating and supervising the work of their authorised Council Agents.
14. Ards & North Down Borough Council will work in close liaison with the Dfl Roads Section Engineer's staff in order to maximise efforts and co-ordinate the deployment of the Dfl 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. Ards & North Down Borough 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. Ards & North Down Borough 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 Ards & North Down Borough 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. Ards & North Down Borough 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 2022 and will remain in force for a maximum period of 3 years. It replaces any previous winter service agreements between DfI Roads and Ards & North Down Borough Council.
22. Either DfI Roads or the Ards & North Down Borough Council may seek amendments to the Memorandum at any time.
23. Subject to the consent of both DfI Roads and Ards & North Down Borough 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 Ards & North Down Borough Council.

Date:

Signed on behalf of DfI Roads.

Date:

APPENDIX ONE**FOOTWAYS AND PEDESTRIAN AREA****ICE AND SNOW CLEARANCE – PRIORITY 1 / PRIORITY 2**

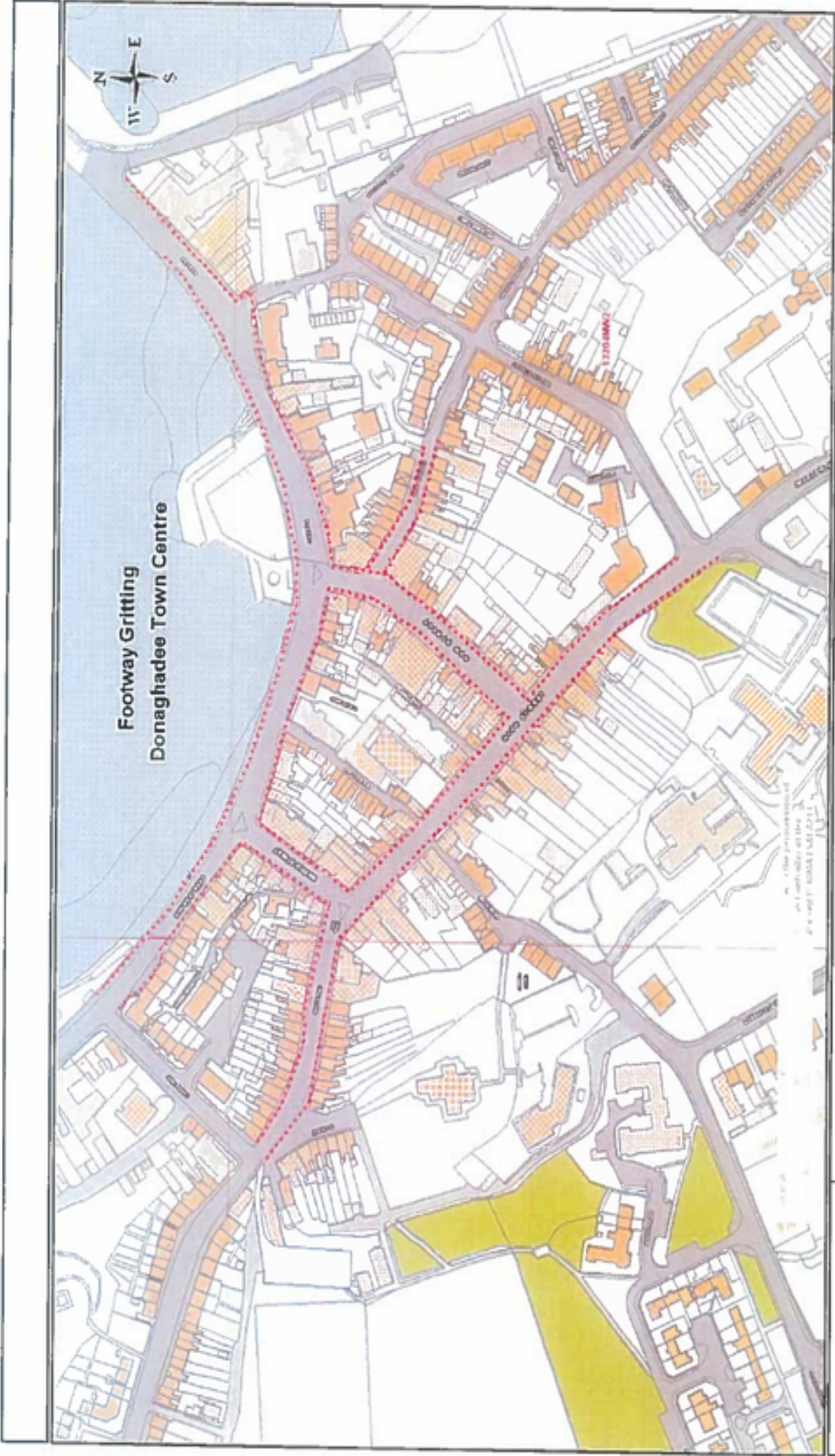
ROAD	EXTENT	OTHER COMMENTS
		Refer to attached schedules and/or maps identifying locations previously agreed with Councils.

Appendix One lists the footways to be treated in priority order

APPENDIX ONEFOOTWAYS AND PEDESTRIAN AREAICE AND SNOW CLEARANCE – PRIORITY 1/PRIORITY 2NORTH DOWN AREA

ROAD	EXTENT	OTHER COMMENTS
Bangor	Main Street	Priority 1
	High Street	
	Abbey Street	
	Dufferin Avenue – car park to Abbey Street, South side	
	Newtownards Road – Abbey Street to Health Centre, East side	
	Queen's Parade	
	Holborn Avenue – car park to High Street, West side	
	Castle Street	
	Bridge Street	
	Quay Street	
Hollywood	High Street	Priority 1
	Hibernia Street	
	Church Road – High Street to car park	
Bangor	Castle Park Avenue	
	Castle Park Road	
	Hamilton Road – Main Street to Bingham Street	
	King Street – Main Street to car park	
	Bingham Street – High Street to car park	
	Groomsport Road – Sandringham Drive to Sandhurst Park	
Hollywood	Shore Road	
Groomsport	Main Street – South side	
Crawfordsburn	Main Street	
Conlig	Main Street – Moyne Road to Forest Hill	

Appendix One lists the footways to be treated in priority order



**Footway Gritting
Donaghadee Town Centre**

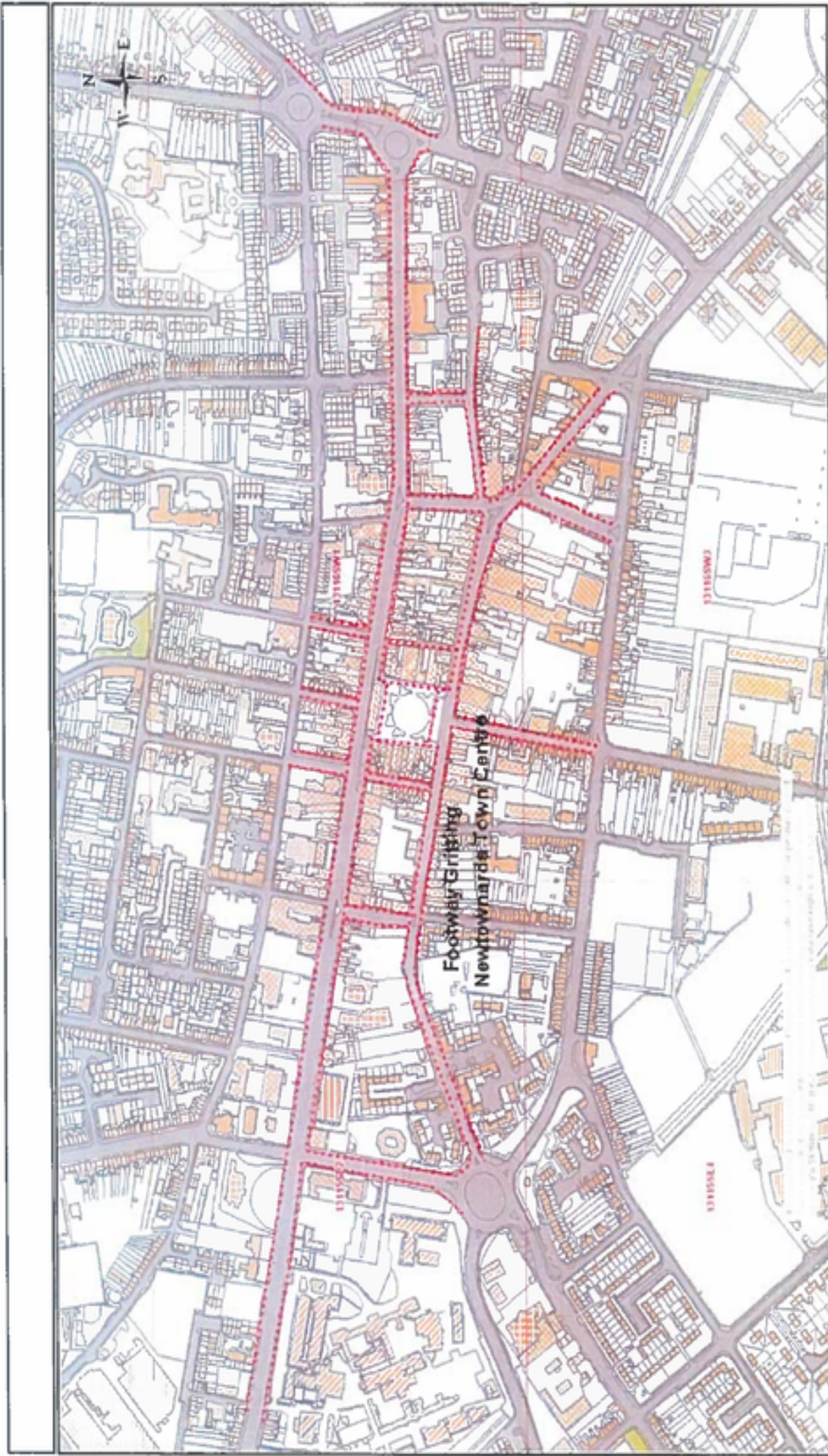
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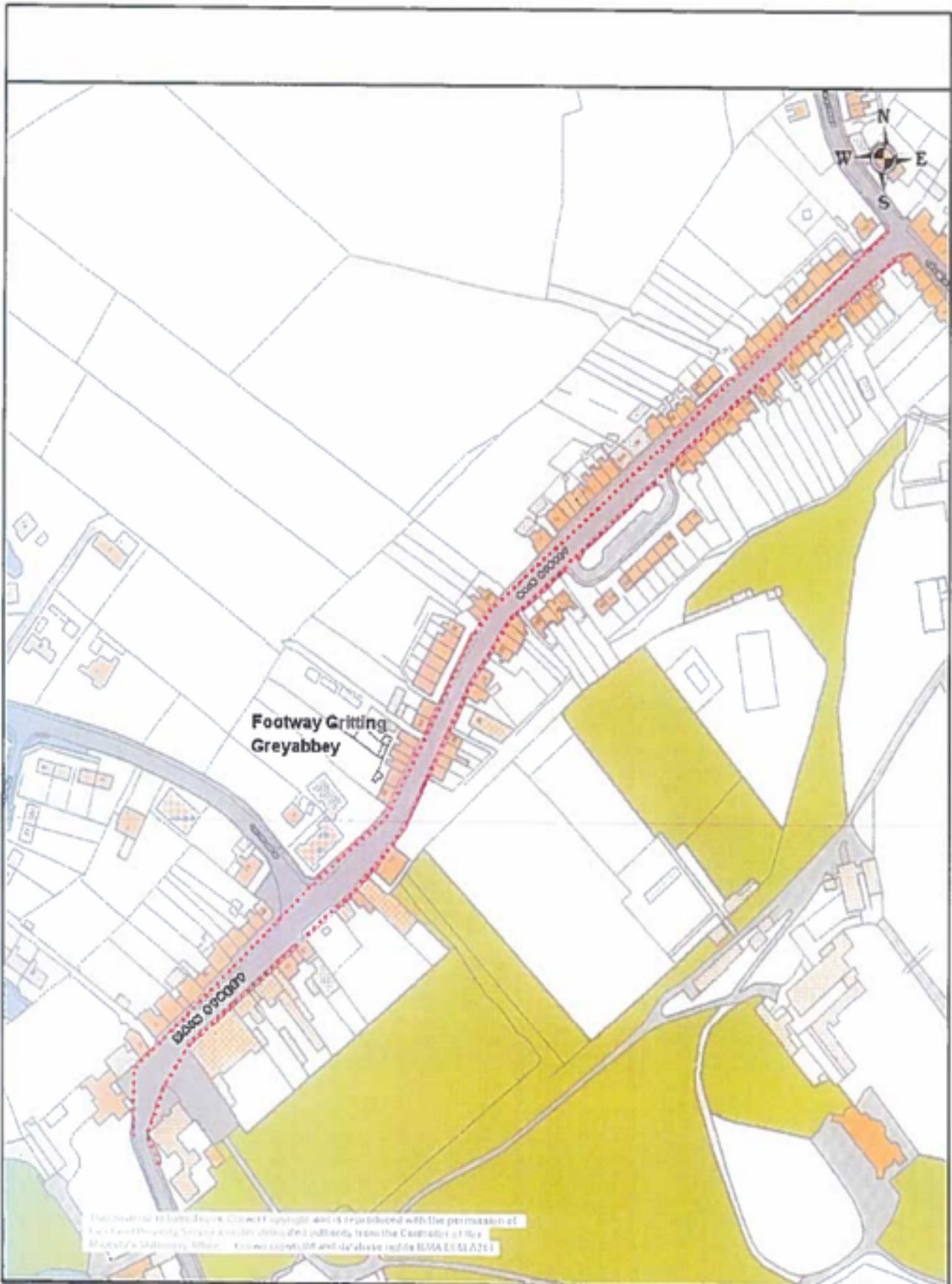
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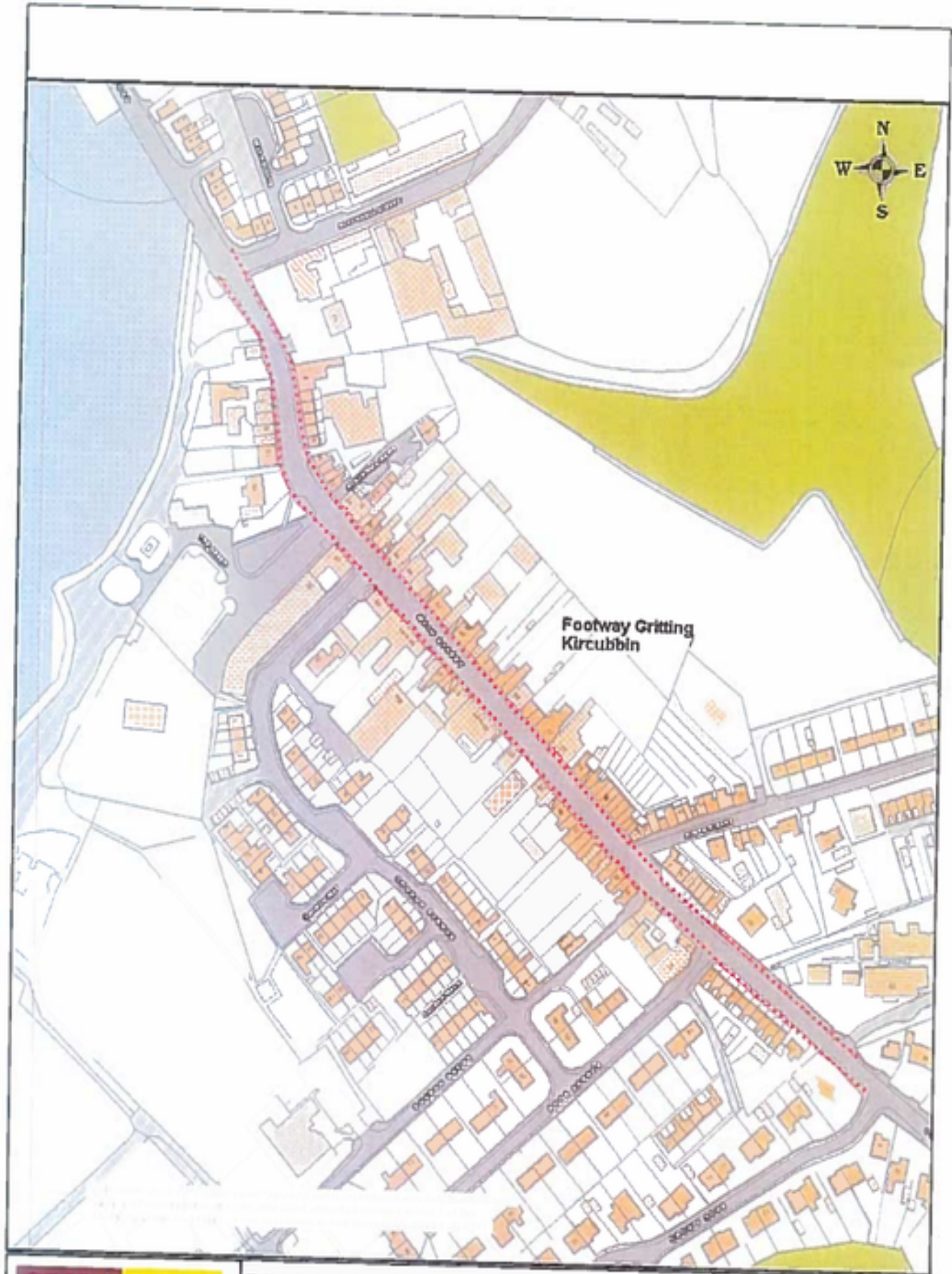
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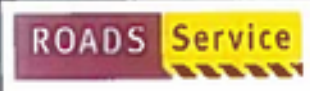
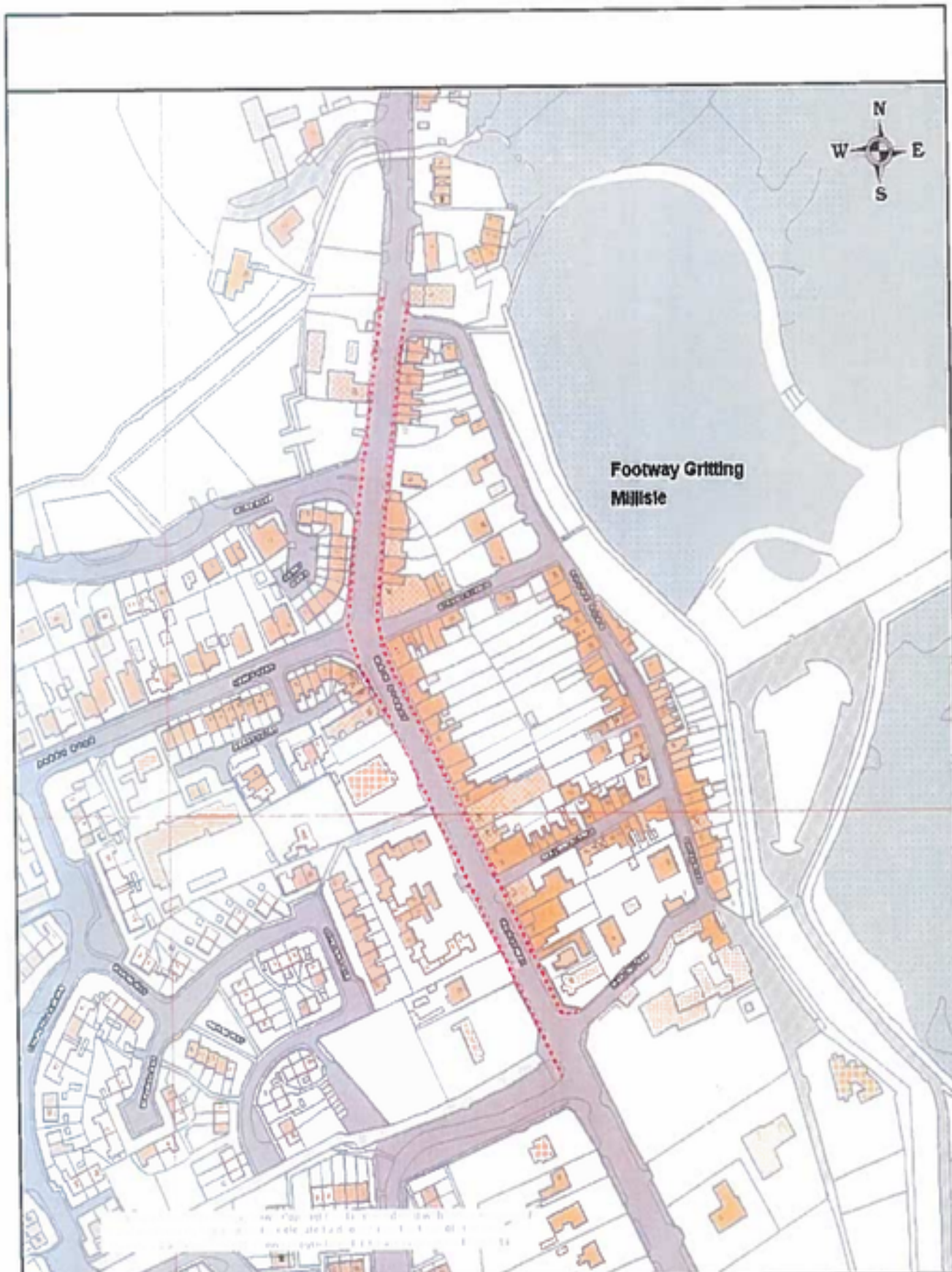
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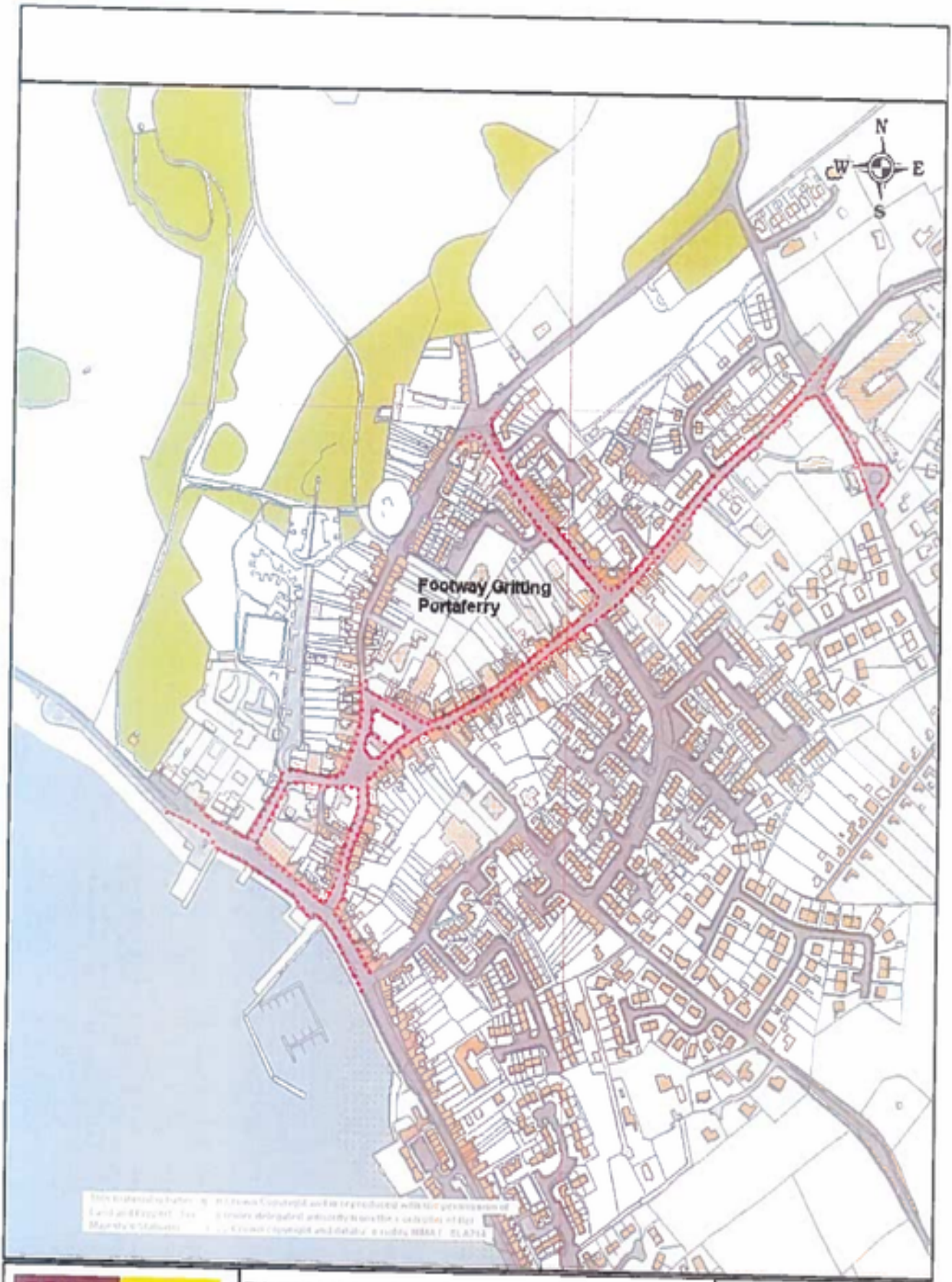


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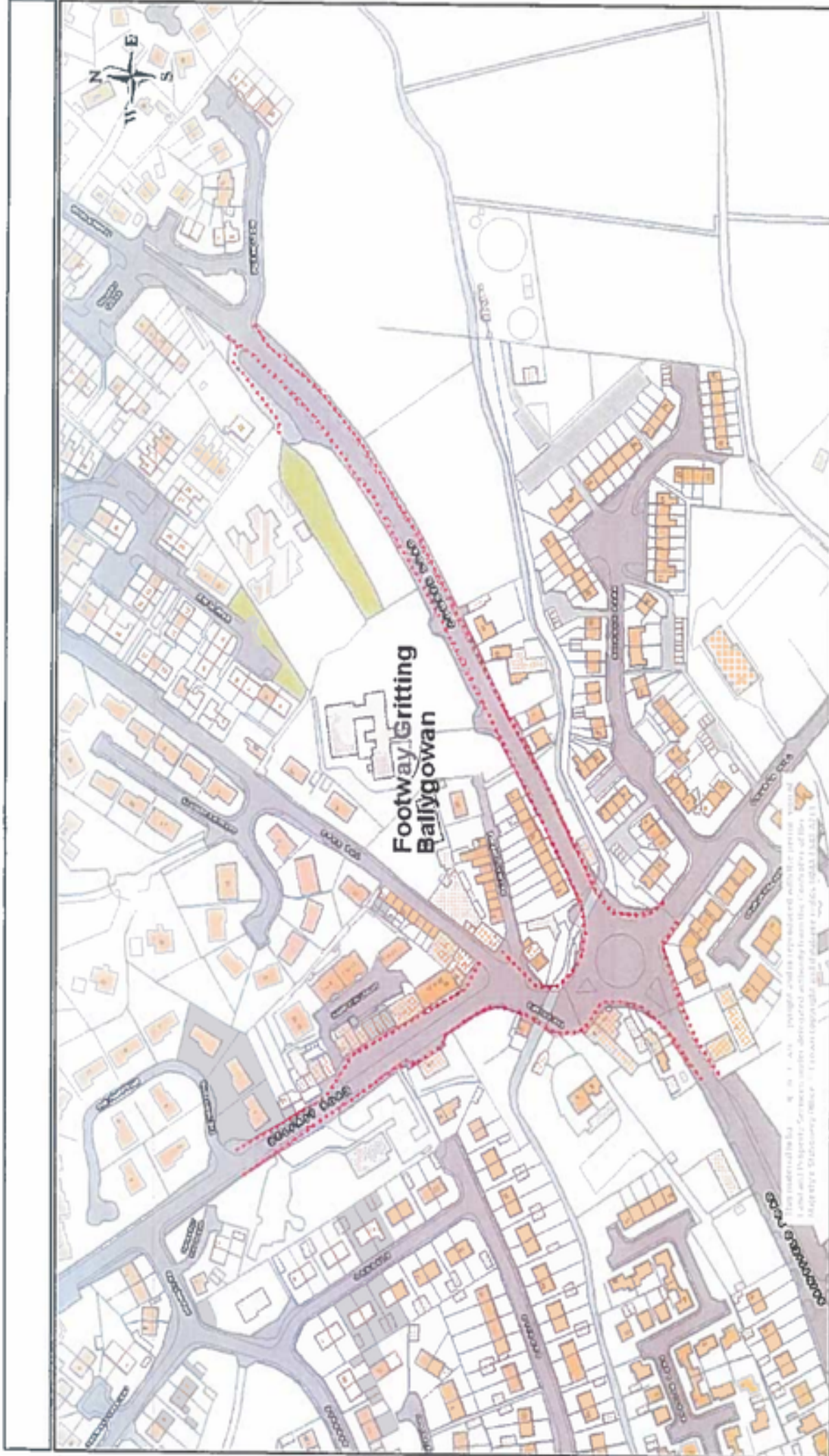
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