

# **ARDS AND NORTH DOWN BOROUGH COUNCIL**

October 2018

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 in the **Council Chamber, 2 Church Street, Newtownards** on Wednesday 3 October 2018 commencing at **7.00pm**.

**Tea, coffee and sandwiches will be available from 6.00pm.**

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. Deputation
  - 3.1 Parking Strategy in Bangor, Co Down – Motorcycle Action Group, Northern Ireland – Mr Martin Boyd
4. Presentation by Director of Environment re Summary of Financial and Environmental Benefits of Recycling (Report attached)
5. Environment Directorate Budgetary Control Report – August 2018 (Report attached)
6. Q1 Performance Report – Assets and Property Services (Report attached)
7. Notice of Motion – Comber Community Hall Parking (Report attached)
8. Attendance at Commercial Vehicle Show 2019 (Report attached)
9. Building Control Activities (Report attached)
10. Incidence of Anti-Social Behaviour Reports (Report attached)

11. Result of Court Proceedings (Report attached)
12. Grant of Pavement Café Licence (Report attached)
13. Grant and Transfer of Entertainment Licences (Report attached)
14. Grant of Amusement Licence (Report attached)
15. Memorandum of Understanding re Removal of Snow and Ice from Town Centre Footways and Pedestrian Areas (Report attached)
16. Notices of Motion
- 16.1 Notice of Motion submitted by Councillor McIlveen – deferred from September’s Environment Committee

That this Council being mindful of its responsibilities under the Disability Discrimination (Northern Ireland) Order 2005 adopts a policy to prevent those who do not display a disability blue badge from using disabled parking spaces in Londonderry Park and provides a sufficient resource to enforce this policy.

- 16.2 Notice of Motion submitted by Councillor Muir and Alderman Smith

That this Council agrees to move the “Welcome to Crawfordsburn” sign to the village settlement boundary on the Ballyrobert Road.

- 16.3 Notice of Motion submitted by Councillor Cathcart

In line with the Council’s desire to improve our blue and greenways as part of the Integrated Tourism, Regeneration and Economic Development Strategy, this Council looks to improve the upper coastal path between Pickie Fun Park and Smelt Mill Bay. Whilst the long-term future of this area will be addressed in the Bangor Coastal Masterplan, in the long-term the Council asks for an officer’s report to consider minor works to improve the appearance and tourism potential of the area. Proposals will consider removal of trees and shrubbery to open up wonderful sea views, graffiti removal, the relocation of benches and potential new signage.

- 16.4 Notice of Motion submitted by Councillor Cathcart

This Council, as part of its desire to improve the Borough’s environment, asks for an officer’s report, following appropriate health and safety assessments, on the removal of litter from inside the sea barriers along the Eisenhower and Pickie Piers at Bangor Marina.

**\*\*\* IN CONFIDENCE \*\*\***

17. Neighbourhood Environment Team (NET) Service Model Transformation (Report attached)
18. Abandonment of End of Life Fishing Vessels (Report attached)

**MEMBERSHIP OF ENVIRONMENT COMMITTEE (16 Members)**

|   |                                |
|---|--------------------------------|
| Alderman Henry                              | Councillor Edmund              |
| Alderman Fletcher                           | Councillor Ferguson (Chairman) |
| Councillor Armstrong-Cotter (Vice Chairman) | Councillor Hunter              |
| Councillor Boyle                            | Councillor McAlpine            |
| Councillor Cathcart                         | Councillor Martin              |
| Councillor Cummings                         | Councillor Woods               |
| Councillor Douglas                          | Councillor Smart               |
| Councillor Dunlop                           | Councillor Wilson              |



## Submission Request:

The requirement for motorcycle parking could be met by:

- Dedicated, marked bays with steel rails where motorcycles may be secured to reduce the risk of theft. This already exists in Newtownards at the Mill Street car park
- In patrolled car parks, motorcycles should be permitted to park free, using car park spaces
- Motorcycle parking should be clearly sign posted to make visitors aware that reserved parking is available for motorcyclists. This exists in Newtownards at the Mill Street car park, for example. However, both Bangor and Newtownards would benefit from signs at the town entrances to indicate that dedicated motorcycle parking is available.
- Motorcycle parking should be close to commercial areas. ~~This is a practical consideration because~~ motorcycle clothing is designed to protect whilst riding but is not necessarily comfortable for extended periods of walking.

\*Some 'Pay on Foot' car parks (Belfast Central Station) permit motorcycles to use a full car park space at the standard rate or park for free (Belfast City Airport and Belfast International Airport).

## Benefits:

Providing dedicated parking is a relatively inexpensive means of creating a 'motorcycle friendly' destination. Motorcycles take up far less space than other forms of transport so reserved motorcycle parking is a very 'space efficient' means of bringing visitors to the town, ensuring that Bangor would benefit from increased local tourism.

During the summer season in particular, many motorcyclists currently choose to travel on day trips to the seaside resorts of Portrush, Portstewart and Newcastle.

Well-located motorcycle parking in Bangor could rival these other towns, creating a more attractive destination, bringing a much-needed financial boost to Bangor's retail businesses. For example, in the summer of 2018 there were two international motorcycle rallies hosted in Belfast. These included a number of sight-seeing trips by the riders to various destinations including the North Down and Ards coastal and peninsula areas. Had Bangor been able to offer a good amount of dedicated motorcycle parking close to the town centre it is entirely possible that the town could have benefited from these motorcycle tourists.

Bloomfield Shopping Centre has recently established a good number of dedicated motorcycle parking bays at the front of the Mall complex. This echoes similar provision at other large retail complexes and sets an example to similar premises.

## Notes:

As well as representing MAG and working with the Department for Infrastructure (DfI) on road safety issues, I am also a local resident who frequently uses a motorcycle around Bangor and the ANDBC area in preference to using my car, especially for journeys where a car is not necessary.

**Martyn Boyd**

**NI Representative of the Motorcycle Action Group**

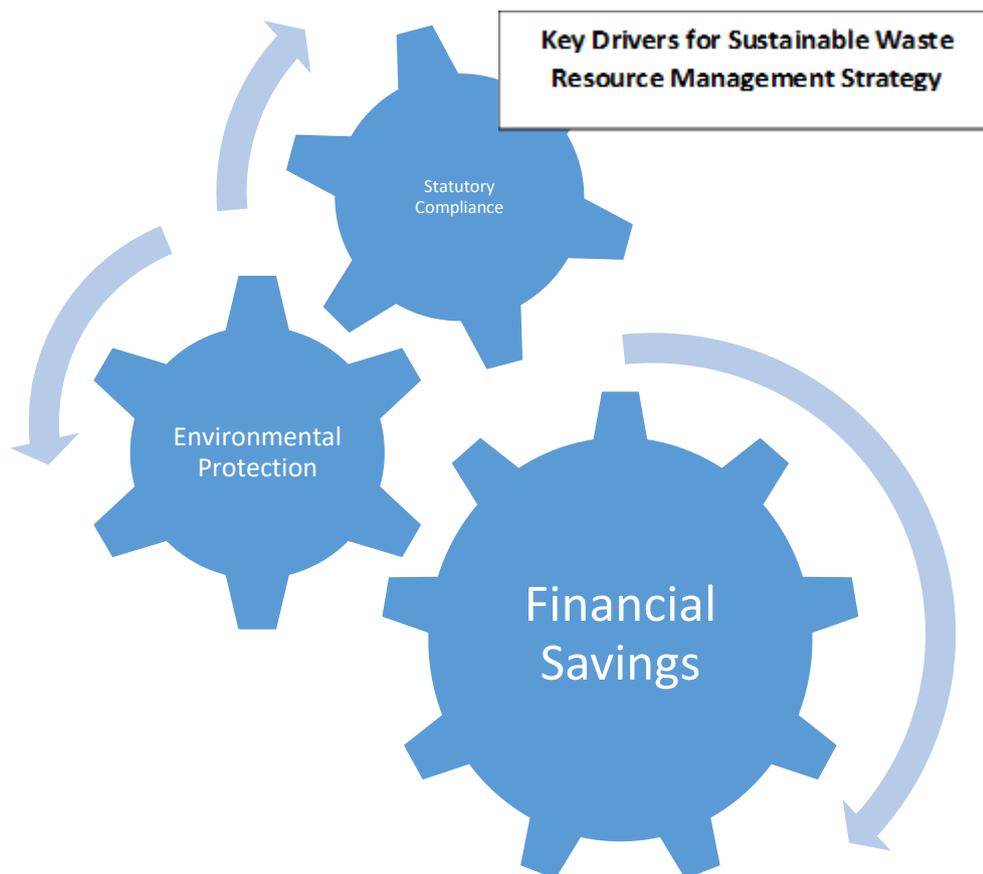
**ITEM 4****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Waste and Cleansing Services  |
| Date of Report              | 24 August 2018  |
| File Reference              | 68003   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Financial and Environmental Benefits Accuring from Borough's Household Recycling Achievements 2014-18                                     |
| Attachments                 |   |

**1.0 Introduction**

Members will be aware that the three key drivers behind our Sustainable Waste Resource Management Strategy are:

- Financial Savings
- Environmental Protection
- Statutory Compliance



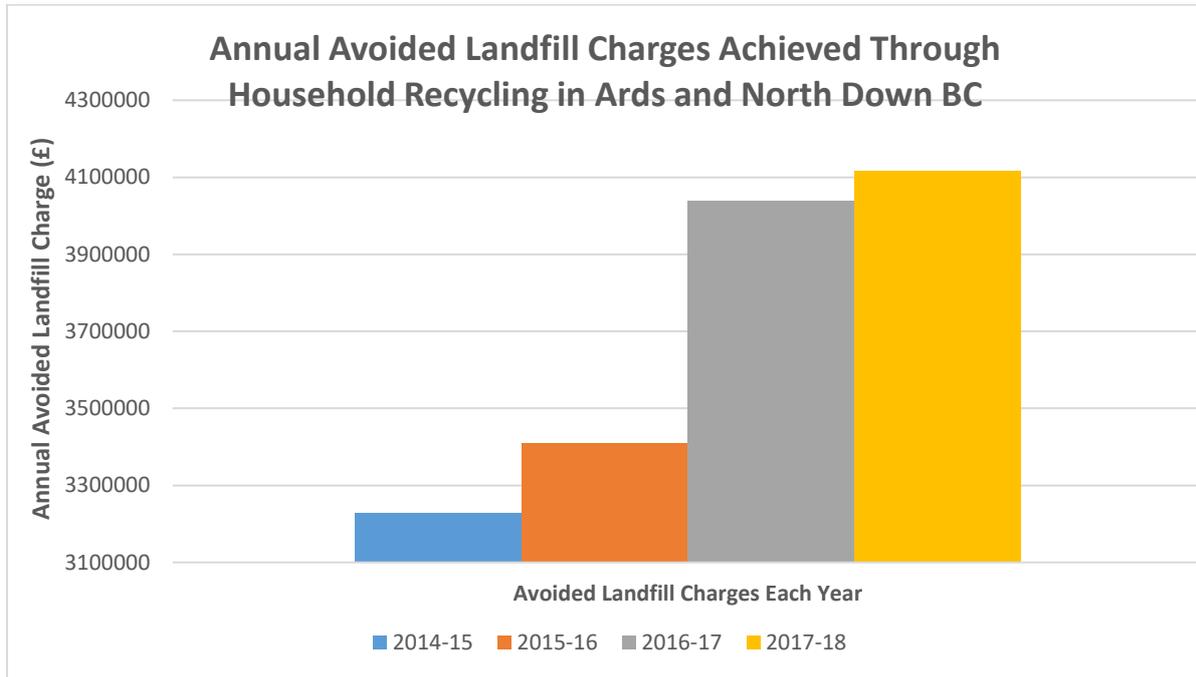
The first of these drivers, relating to financial savings, has in particular been heavily promoted in our communications campaigns around introduction of various initiatives to transform our recycling services. The second driver, relating to environmental benefits of recycling, also features prominently in our messages to householders. This report summarises the financial and environmental benefits that have accrued over the past 4 years (2014-18) as a consequence of the levels of household waste recycling achieved during that period.

## 2.0 Financial Savings

The current cost of landfilling waste is **£97.70 per ton**. Over the past 4 years (the last year of the two legacy Councils and the first 3 years of the new ANDBC) we have diverted a total of **151,359 tons** of waste from landfill through our various recycling services and initiatives. Based on the current cost of landfilling each ton of waste, the Council would have incurred a total bill of almost **£14.8 million** to dispose of this waste over that 4-year period, had it not have been for the engagement of our residents in recycling.

The chart below gives an indication of the progress made in avoided landfill charges over the past 4 years and illustrates both the scale of financial benefits generally accruing through recycling, as well as the rate of improvement we are seeing

through the implementation of our Sustainable Waste Resource Management Strategy. All figures are based on current contract prices.



The net recycling saving to ratepayers each year varies and is dependent upon the dynamics of world recyclables commodity markets (and hence the price paid by us to, or received from, re-processors) for the various streams of recyclable materials that are captured through our different collection systems (i.e. through the kerbside green/brown & blue bins and glass caddies, the Bring Banks and the Household Recycling Centres). However, using our recyclables tonnages for the 2016-17 reporting year by way of illustration, the net recycling saving was approximately 62% of the cost that would have accrued had all these materials been landfilled (based on current contract prices).

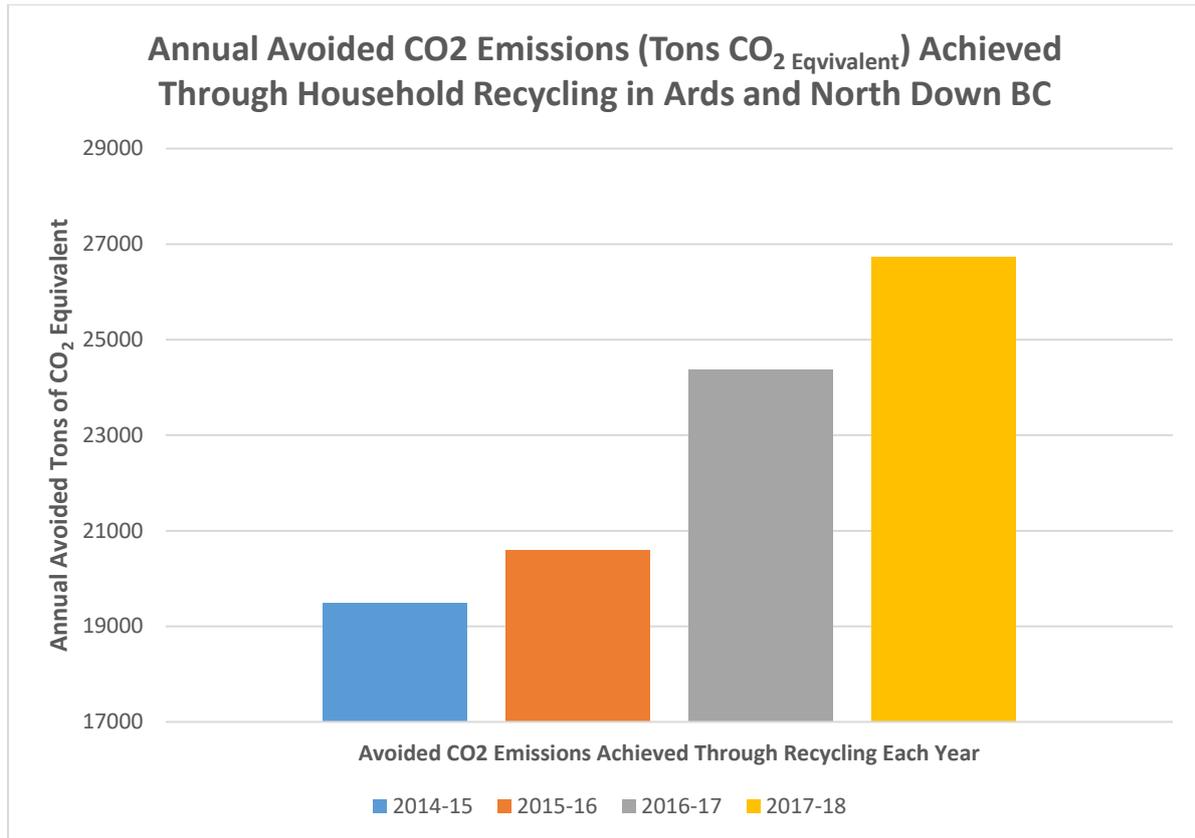
The less favourable economic climate in recent times has had an adverse impact on recyclables commodity prices and therefore the net financial benefit of recycling; notwithstanding this, the illustration given for 2016-17 shows that even in an arguably 'worst case scenario' climate for the value of recyclables, there is still a hugely significant financial incentive to recycle rather than landfill our household waste. Applying the 2016-17 estimate of a 62% net saving on landfill costs achieved through recycling, **this equates to a total net recycling saving to our ratepayers over the past 4-year period of approximately £9.2 million.**

### 3.0 Environmental Savings

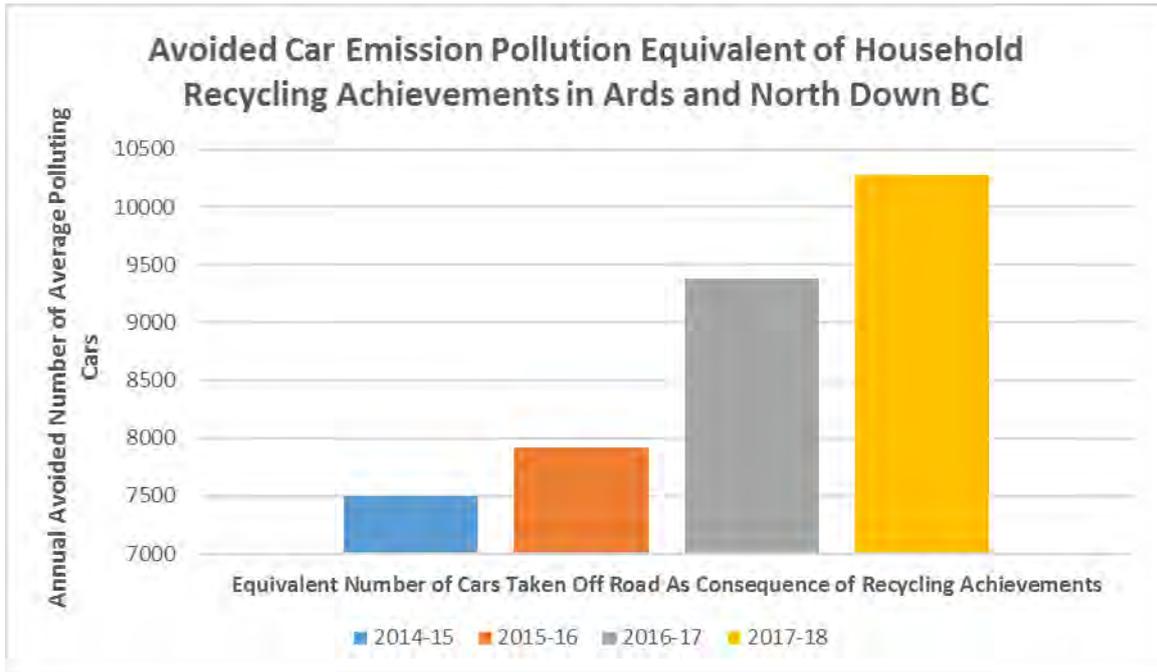
Landfilling of waste gives rise to emission of harmful greenhouse gases, estimated at approximately 2500 tons of CO<sub>2</sub> Equivalent for every 10,000 tons of waste that is landfilled. Avoidance of landfill through recycling of household waste products therefore avoids emission of these gases. However, further avoidance of polluting gas emissions is generated through recycling, since the processes involved in

recycling give rise to lower polluting emissions than is the case through manufacture of new consumer products from virgin materials. Use of virgin materials rather than recycling used goods to produce new goods, also of course leads to greater depletion of the world's natural resources with associated environmental damage.

The chart below illustrates the scale of avoided CO<sub>2</sub> Equivalent gas emissions achieved by our Council over the past 4 years – again, illustrating both the scale of environmental protection benefits generally accruing through recycling, as well as the rate of improvement we are seeing through the implementation of our Sustainable Waste Resource Management Strategy.



In order to help conceptualise the above environmental benefit, it is helpful to think in terms of the equivalent number of average polluting cars that have effectively been 'taken off the road' as a consequence of recycling. The chart below illustrates the scale of such pollution avoidance that our residents have achieved over the past 4 years, expressed in terms of avoided car emissions pollution. Our recycling progress up to the end of 2017-18 was effectively the equivalent of taking over 10,000 cars completely off the road all day every day, in terms of the scale of avoided polluting gas emissions. Placed end to end, that number of cars would create a continuous traffic jam almost stretching from Bangor to Moira.



#### 4.0 Impact of Achieving a 65% Household Waste Recycling Rate

Based upon the estimates and assumptions outlined above, were we to succeed in raising our recycling rate for household waste from the 2017/18 figure of 52.1% to 65% (the target identified in our Sustainable Waste Resource Management Strategy for 2020), the following **additional** annual environmental and financial benefits would accrue:

- An extra net saving to rate payers of around £630K per year
- An extra 10,500 tons of waste diverted from landfill
- An extra 2,500 tons of CO<sub>2</sub> equivalent polluting gas emissions avoided
- An extra 1000 average polluting cars taken off the road

#### 5.0 Summary and Conclusion

This report highlights some key headline statistics that help to illustrate the enormous scale and significance of our Sustainable Waste Resource Management Strategy. Officers will be working with the Corporate Communications Team to ensure that this information is used to maximum effect in our ongoing campaign to further engage our residents and promote sustained growth in our Borough recycling rate.

**Summary of Key Benefits of Household Recycling 2014-2018**

**Ards and North Down Borough Council**

- 151,359 tons of waste recycled/diverted from landfill
  - £14.8 million avoided in landfill charges
  - £9.2 million net saving to ratepayers
- Equivalent of 91,202 tons of CO<sub>2</sub> in avoided pollution emissions
- Equivalent of 10281 average polluting cars kept off the road

**RECOMMENDATION**

It is recommended that this report be noted.

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Finance   |
| Date of Report              | 21 September 2018   |
| File Reference              | FIN45   |
| Legislation                 | Section 5 Local Government Finance Act (NI) 2011  |
| Section 75 Compliant        | Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input checked="" type="checkbox"/> |
| Subject                     | Environment Directorate Budgetary Control Report – August 2018  |
| Attachments                 | -   |

This Environment Budgetary Control Report covers the 5-month period 1 April to 31 August 2018 and is set out on page 3. The net cost of services is showing an over spend of £53,659 (0.7%).

**Explanation of Variance**

In addition, a Budgetary Control Report by Income and Expenditure for the Directorate is shown on page 4 which analyses the overall adverse variance (£53,659) by expenditure (£10,038 adverse) and income (£43,621 adverse).

**Environment**

**Expenditure - £10.0k (0.1%) worse than budget to date.** This adverse variance is mainly made up of the following: -

1. Waste and Cleansing Services - £34.0k favourable.
  - a. A combined summary of the main waste stream variances is set out in the table below.

Unclassified

|                       | £'000         | Commentary  |
|-----------------------|---------------|---|
| Landfill              | 41.8          | 551 tonnes more than budget though this is partially offset by the gate fee being slightly less than budget (£0.75 per tonne less). |
| Brown/Green bin waste | (57.7)        | 1,108 tonnes less than budget but gate fee is slightly higher than budget (£0.62 per tonne more).                                   |
| Blue bin waste        | 28.5          | 95 tonnes less than budget but gate fee is higher than budget (£9.58 per tonne more).   |
| HRC waste             | (28.1)        | Lower tonnage than budget   |
| <b>Total</b>          | <b>(15.5)</b> |   |

Overall, the main waste stream budgets are **under budget by £15.5k**.

- b. Payroll costs are £44.4k favourable to date. There are a significant number of posts being covered by agency staff.
- c. Street sweepings are £3.4k over budget to date.
- d. Waste haulage costs are £7.7k over budget to date.
- e. Spend on brown/green refuse bins is £9.1k over budget to date due to a higher demand from residents.

2. Assets and Property Services - £90.7k adverse. This is explained by: -

- a. Property Operations are £70.0k over budget to date. This is mainly due to: -
  - i. Contractor costs are £70.4k over budget to date. There has been more property maintenance work carried out to date to try to address a backlog of outstanding jobs.
- b. Technical Services are £34.8k under budget to date. This is mainly due to: -
  - i. Payroll costs are £9.8k favourable mainly due to vacant posts which are currently being covered by agency.
  - ii. Utility costs are £42.4k under budget to date.
  - iii. Contractor costs are £16.7k over budget to date. This covers areas such as statutory compliance work, refurbishments, playgrounds, statutory upgrades and energy saving initiatives.
- c. Fleet Management is £62.6k over budget to date. This is mainly due to: -

Unclassified

- i. Payroll costs are £16.5k. There is a vacant mechanic's post which is in the process of being filled.
- ii. Vehicle maintenance, materials, consumables and tyres costs are **£40.1k** over budget to date. There has been a significant rise in vehicle parts costs.
- iii. Vehicle fuel, lubricants and oil are **£26.6k** over budget to date. Higher than expected fuel prices have contributed to this adverse variance.
- iv. Other vehicle costs are **£10.1k** over budget to date. Vehicle tracking system costs are higher than budget to date.

3. Regulatory Services - £46.6k favourable. This is explained by: -

- a. Payroll costs are £45.2k under budget year to date. There have been vacant posts in Building Control. Two have been filled with one still to be recruited. In addition, two vacant posts in Neighbourhood Environment Team are now being covered by agency.

**Income - £43.6k (2.4%) worse than budget to date.** This adverse variance comprises:

4. Waste & Cleansing Services - **£13.1k** adverse. This is mainly due to trade waste income (**£18.0k**) being worse than budget to date with Special Collections being £5.3k better than budget to date.
5. Assets and Property Services - £10.8k favourable. Harbour income (£7.9k) and wind turbine income (£2.8k) are better than budget to date.
6. Regulatory Services income - **£41.3k** adverse. This is mainly due to Building Control income (**£31.6k**) and Car Park income (**£11.1k**) being behind budget to date with Property Certificate income being £5.6k better than budget.

| BUDGETARY CONTROL REPORT         |                             |                             |               |                       |               |  |
|----------------------------------|-----------------------------|-----------------------------|---------------|-----------------------|---------------|--|
| By Directorate and Service       |                             |                             |               |                       |               |  |
| Period 5 - August 2018           |                             |                             |               |                       |               |  |
| Note                             | Year to Date<br>Actual<br>£ | Year to Date<br>Budget<br>£ | Variance<br>£ | Annual<br>Budget<br>£ | Variance<br>% |  |
| <b>Environment</b>               |                             |                             |               |                       |               |  |
| 200 Environment HQ               | 60,617                      | 60,700                      | (83)          | 147,900               | 0.1           |  |
| 210 Waste and Cleansing Services | 5,477,705                   | 5,498,600                   | (20,895)      | 12,608,600            | 0.4           |  |
| 220 Assets and Property Services | 2,527,559                   | 2,447,600                   | <b>79,959</b> | 6,554,900             | 3.3           |  |
| 230 Regulatory Services          | 77,377                      | 82,700                      | (5,323)       | 344,400               | 6.4           |  |
| <b>Totals</b>                    | <b>8,143,259</b>            | <b>8,089,600</b>            | <b>53,659</b> | <b>19,655,800</b>     | <b>0.7</b>    |  |

Unclassified

| BUDGETARY CONTROL REPORT         |                  |                            |               |                    |                    |               |  |
|----------------------------------|------------------|----------------------------|---------------|--------------------|--------------------|---------------|--|
| By Income and Expenditure        |                  |                            |               |                    |                    |               |  |
| Period 5 - August 2018           |                  |                            |               |                    |                    |               |  |
| Note                             | Actual<br>£      | Expenditure<br>Budget<br>£ | Variance      | Actual             | Income<br>Budget   | Variance<br>£ |  |
| <b>Environment</b>               |                  |                            |               |                    |                    |               |  |
| 200 Environment HQ               | 60,617           | 60,700                     | (83)          | -                  | -                  | -             |  |
| 210 Waste and Cleansing Services | 6,195,477        | 6,229,500                  | (34,023)      | (717,772)          | (730,900)          | 13,128        |  |
| 220 Assets and Property Services | 2,598,227        | 2,507,500                  | 90,727        | (70,667)           | (59,900)           | (10,767)      |  |
| 230 Regulatory Services          | 1,028,917        | 1,075,500                  | (46,583)      | (951,540)          | (992,800)          | 41,260        |  |
|                                  | -                | -                          | -             | -                  | -                  | -             |  |
| <b>Totals</b>                    | <b>9,883,238</b> | <b>9,873,200</b>           | <b>10,038</b> | <b>(1,739,979)</b> | <b>(1,783,600)</b> | <b>43,621</b> |  |

## RECOMMENDATION

It is recommended that the Committee notes this report.

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment   |
| Date of Meeting             | 3 <sup>rd</sup> October 2018  |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Assets & Property Services  |
| Date of Report              | 21 September 2018   |
| File Reference              | 43600   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | 2018/19 Q1 Performance Report Assets & Property Services  |
| Attachments                 |   |

**Context**

Members will be aware that 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 Council approved the Performance Management Policy and Handbook. 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 (2015-2019 plan in operation)
- Performance Improvement Plan (PIP) – published annually (2018/19 plan published 30 June 2018)
- Service Plan – developed annually (approved April 2018)

The Corporate Plan 2015-19 sets out 17 objectives for the plan period based on themes of People, Place, Prosperity and Performance. The Council's 16 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:

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

The report for the first Quarter of 2018/19 is attached.

### ***Key points to note:***

- The number of requests being logged (897 jobs this quarter) is presenting ongoing resourcing challenges and leading to delays in completion of reactive maintenance jobs on time.

### **RECOMMENDATION**

It is recommended that the Council notes this report.

## Quarterly Performance Report - Assets and Property Services

Generated on: 21 September 2018

Last Update Q1 2018/19

| Performance Data Traffic Light Icon   | PI Short Name   | Performance Data Current Value | Performance Data Current Target |
|---|---|--------------------------------|---------------------------------|
|    | % spend against budget  | 101.32%                        | 100%                            |
|    | % planned training Vs actual completed as per training register             | 24%                            | 25%                             |
|    | % staff attendance  | 91%                            | 95%                             |
|    | % of vehicles that pass PSV first time                                      | 98%                            | 95%                             |
|    | % of maintenance jobs completed within timescales                           | 67%                            | 80%                             |
|    | % maintenance jobs quality assured  | 20%                            | 10%                             |
|    | No. of refurbishments carried out according to the schedule                 | 100%                           | 100%                            |
|    | % Playground inspections are carried out as per schedule                    | 84%                            | 95%                             |
|   | % of time that life belts are serviceable                                   | 99%                            | 95%                             |
|  | % Planned maintenance of public areas carried out according to the schedule | 90%                            | 90%                             |
|  | No. of roadside audits complete per quarter                                 | 33                             | 30                              |
|  | % of fleet is audited every quarter   | 5%                             | 5%                              |
|  | % of condition surveys completed against schedule                           | 100%                           | 100%                            |

**ITEM 7****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Assets & Property Services  |
| Date of Report              | 14 September 2018   |
| File Reference              | 65000   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | NoM Report - Comber Community Hall Parking  |
| Attachments                 | Works to Comber Community Hall  |

In March 2018 Council agreed a Notice of Motion presented by Cllr Cummings requesting:

“That this Council seeks a report into the feasibility of removing redundant low level concrete walls and unused land at the Community Hall, Park Way, Comber with a view to increasing car parking capacity and thereby addressing the growing demand for space.”

Officers have since spoken with colleagues in Leisure and the Neighbourhood Environment Team, who were supportive of the proposal.

Officers in Leisure are in favour of the increased parking provision, particularly given the longer term plans for the facility which are likely to draw more people to the area and compound any existing parking issues.

The Neighbourhood Environment Team confirmed the wall is used as a gathering place at night and anti-social behaviour has been prevalent in the area. They also added that the open access to the rear of the Community hall is a particular issue that should be addressed.

## Unclassified

The cost to remove the wall and concrete plinth to the front of the community hall and replace with bitmac would be in the region of £11,000.

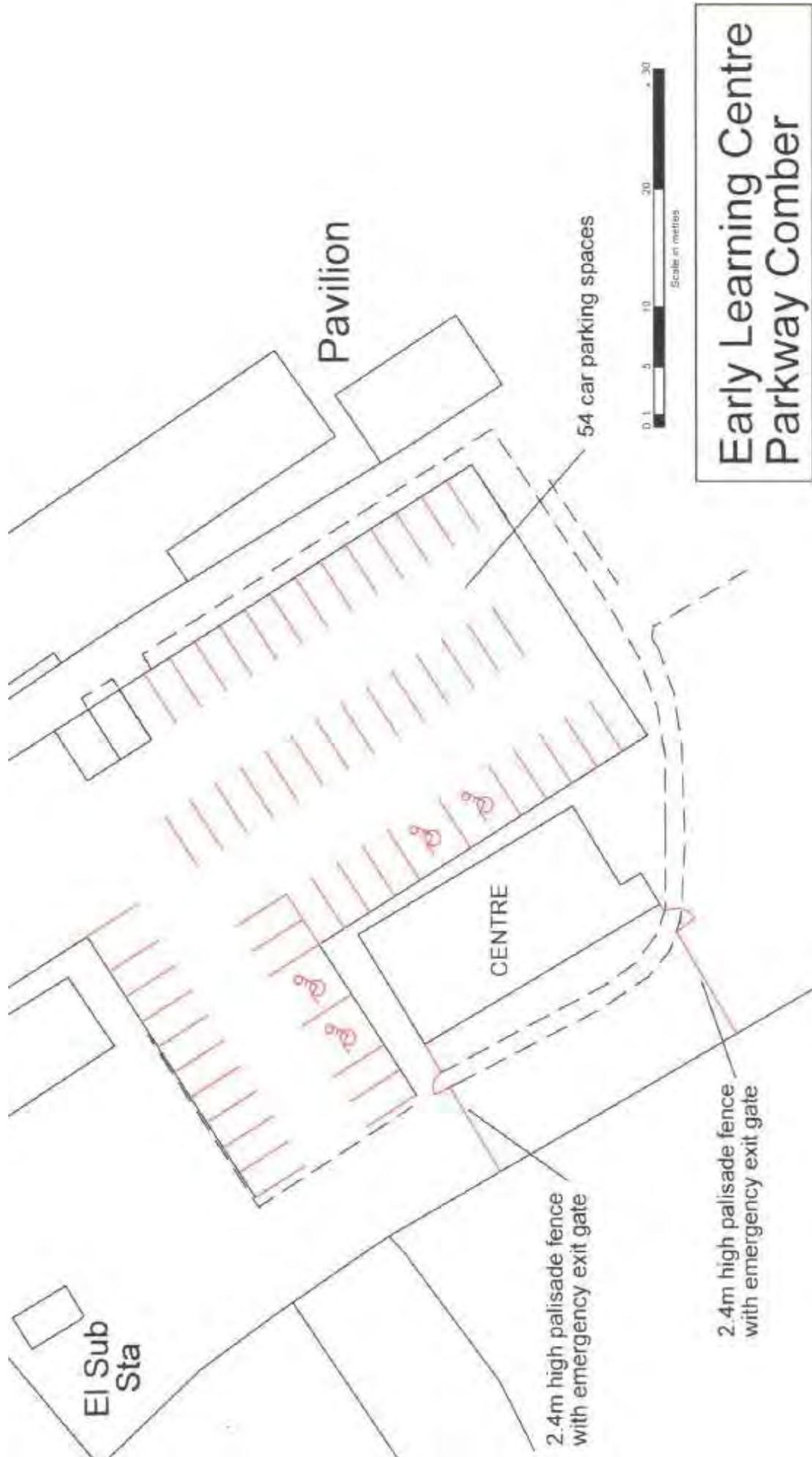
In addition, line marking the area as shown on the attached plan would formalise parking arrangements and thereby increase parking capacity. This would cost an additional £1,000.

To provide palisade fencing and 2 No emergency exit gates to the rear of the building (as shown on the attached plan) would cost a further £4,000.

This work has not been allowed for in the current year's budget, however Community Centres feature in programme of works in our Planned Maintenance Strategy for next year, so the budget could be allocated at that time.

## RECOMMENDATION

It is recommended that Council agrees to proceed with the works highlighted above, as part of the planned works to community centres in 2019/20.



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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Assets & Property Services  |
| Date of Report              | 14 September 2018   |
| File Reference              | 40001   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Attendance at Commercial Vehicle Show 2019  |
| Attachments                 |   |

Members may be aware that our current budget for maintaining the fleet operation is in excess of £2 million.

In order to continually keep ahead of changing legislation and avail of efficiency savings wherever possible, it is essential to keep updated with recent advances within the sector.

The Commercial Vehicle Show in Birmingham NEC is the largest and most comprehensive road transport and logistics event held in Britain. It will provide the Transport Manager and his assistant with information on new products in relation to fuel efficiency, telematics, tracking and communications.

Information obtained will help ensure the specifications within our tender documents are up to date and contain all relevant technological advances to maximise the efficiency and effectiveness of our fleet operations.

Unclassified

The cost for two staff members to attend the event will be in the region of £500, and early booking may result in this figure being reduced.

### **RECOMMENDATION**

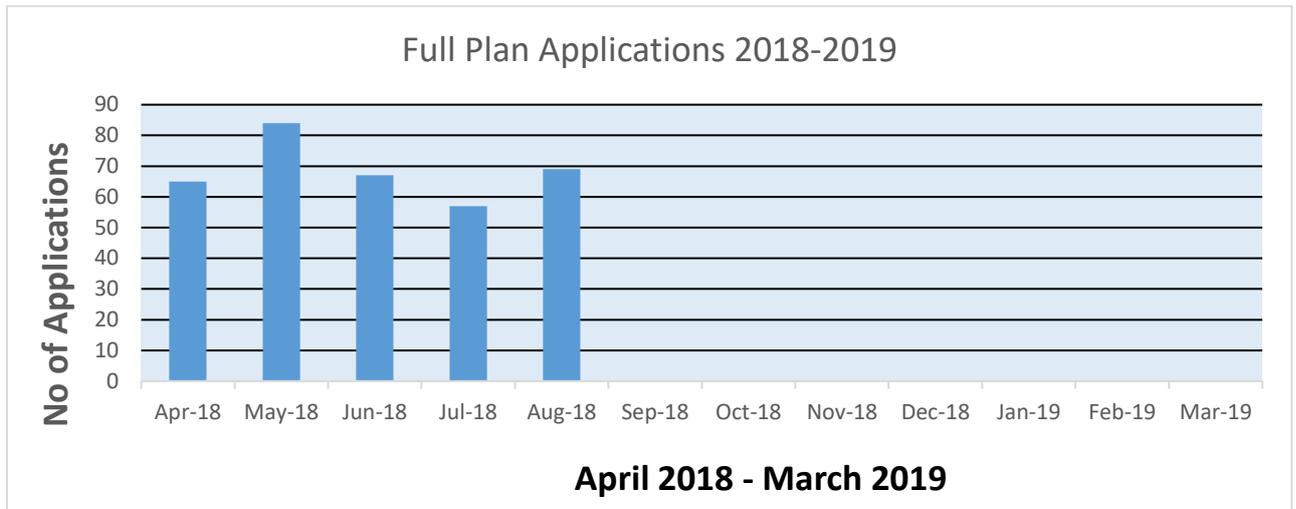
It is recommended that Council approves the expenditure associated with sending two members of staff to the Commercial Vehicle Show 2019.

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 12 September 2018   |
| File Reference              | BC01/91000  |
| Legislation                 | The Building Regulations (Northern Ireland) Order 1979 (as amended)<br>The Building Regulations (Northern Ireland) 2012                   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Building Control Activities April 2018 - August 2018  |
| Attachments                 |   |

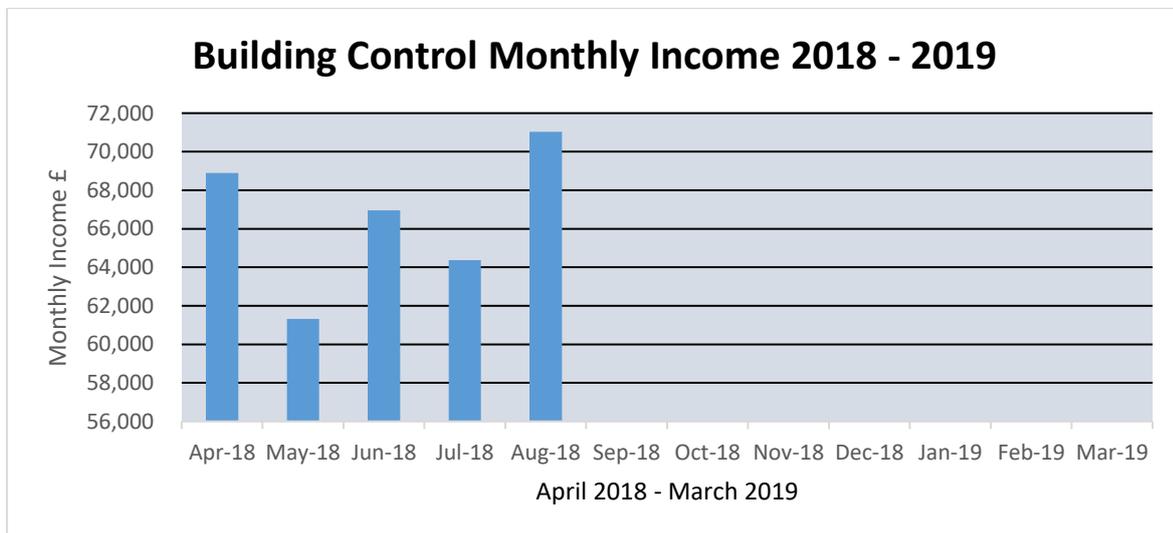
This report provides information on the principal activities of the Building Control Section in relation to the enforcement of the Building Regulations.

**(a) Number of Applications Received**



|                                     | <b>Apr-18</b> | <b>May-18</b> | <b>Jun-18</b> | <b>Jul-18</b> | <b>Aug-18</b> |
|-------------------------------------|---------------|---------------|---------------|---------------|---------------|
| <b>Building Notice Applications</b> | 142           | 149           | 165           | 164           | 210           |
| <b>Regularisation Applications</b>  | 60            | 85            | 68            | 65            | 125           |

**(b) Fee Income**



Unclassified

|  | <b>Apr-18</b> | <b>May-18</b> | <b>Jun-18</b> | <b>Jul-18</b> | <b>Aug-18</b> |
|--|---------------|---------------|---------------|---------------|---------------|
| <b>Total monthly fees received</b>       | 68,889        | 61,323        | 66,949        | 64,367        | 71,031        |
| <b>Cumulative monthly income to date</b> | 68,889        | 130,212       | 197,161       | 261,528       | 332,559       |
| <b>Forecast Income to date</b>           | 82,700        | 125,300       | 200,900       | 248,400       | 317,900       |

**(c) Department Output**

| <b><u>Department Output</u></b>      | <b>Apr-18</b> | <b>May-18</b> | <b>Jun-18</b> | <b>Jul-18</b> | <b>Aug-18</b> |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Full Plans Approvals issued          | 53            | 59            | 72            | 61            | 42            |
| Full Plans Rejections Notices issued | 53            | 66            | 59            | 44            | 36            |
| Building Notices certificates issued | 102           | 112           | 91            | 98            | 122           |
| Regularisation Certificates issued   | 39            | 42            | 53            | 52            | 52            |

**(d) Inspections**

| <b><u>Inspections</u></b> | <b>Apr-18</b> | <b>May-18</b> | <b>Jun-18</b> | <b>Jul-18</b> | <b>Aug-18</b> |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| Total Inspections         | 1168          | 1317          | 1267          | 974           | 1188          |

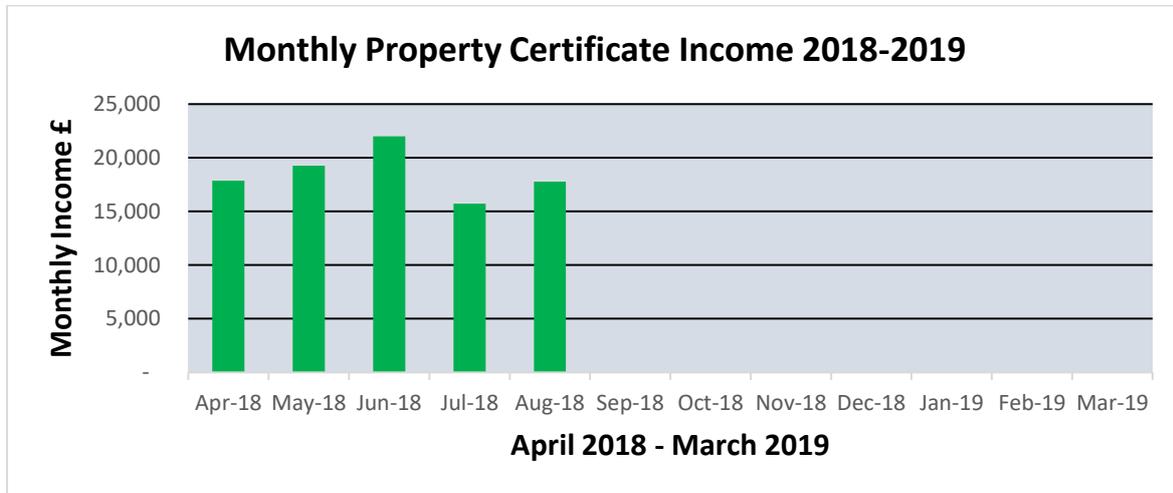
**(e) Dangerous Structures**

| <b><u>Dangerous Structures</u></b> | <b>Apr-18</b> | <b>May-18</b> | <b>Jun-18</b> | <b>Jul-18</b> | <b>Aug-18</b> |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Initial Inspections                | 1             | 3             | 1             | 2             | 0             |
| Re-inspections                     | 1             | 3             | 1             | 1             | 6             |
| Recommended for Legal Action       | 0             | 0             | 0             | 0             | 0             |

**(f) Plan Assessment Turn-around times (Financial year to date)**

Domestic Plans assessed with 21 days      49%  
 Non-Domestic Plans assessed with 35 days      53%

(g) **Property Certificates**



| <b>Property Certificates</b>           | <b>Apr-18</b> | <b>May-18</b> | <b>Jun-18</b> | <b>Jul-18</b> |
|--|---------------|---------------|---------------|---------------|
| Received                               | 295           | 330           | 359           | 261           |
| Processed                              | 263           | 357           | 345           | 276           |
| Building Control Average Response Time | 0.5 days      | 0.5 days      | 0.5 days      | 0.5 days      |
| Monthly fee PC income                  | £17,853.60    | £19,274.40    | £21,986.00    | £15,723.50    |
| Monthly PC fee forecast                | £19,000.00    | £19,000.00    | £19,000.00    | £15,000.00    |

**RECOMMENDATION**

It is recommended that the report be noted

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 20 August 2018  |
| File Reference              | 92015   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Incidence of Anti-Social Behaviour Reports  |
| Attachments                 |   |

**1.0 Background**

Members will be aware The Community Safety Team (CST) routinely looks to develop holistic strategies for long term solutions in tackling Anti-Social Behaviour (ASB) hotspots. Holistic strategies only work if there is genuine partnership and the CST works daily with a range of partners from the private, public and community/voluntary sectors to achieve their outcomes. It is vital partners can legally share information to tackle ASB collaboratively. The ASB Forum, consisting of CST, PSNI, NIHE, Health Trust, Radius Clanmil an Conswater Housing was formed in 2010 to share information to tackle ASB together. This report gives an indication of the success of the forum, as evidenced by recent statistics relating to ASB reports/complaints.

At a recent Anti-Social Behaviour (ASB) Forum meeting the PSNI released the official statistics for ASB within the Borough, showing an overall reduction in reported

ASB by 21% in Q1 of this year. The statistics are detailed below and show a reduction in ASB of all classes throughout our Borough.

The 21% reduction is very significant, particularly taking into consideration the past summer, which provided challenging circumstances for all those addressing ASB. The prolonged fine weather provided the ideal setting for the on street consumption of alcohol and outdoor gatherings of youths in larger numbers.

The existence of the ASB forum enabled the CST and partners to holistically meet this challenge. Action plans were coordinated between ASB Forum partners to address community concerns, and saw proactive activities such as providing focused high visibility patrols in response to ASB reports from elected representatives and members of the public.

It is also worth noting this successful partnership approach goes beyond the members within the ASB Forum. Volunteer groups such as The Street Pastors have been both invaluable and inspirational in their commitment and determination to help and support people in our community.

The reduction in ASB has been received very positively throughout the community and amongst partners that strive to make Ards and North Down Borough a better place to live, work and visit.

## **2.0 ASB Statistics**

The statistics for ASB are as detailed as below:

01.04. 2017 – 20.08.2017: **2362** incidents reported

01.04.2018 – 20.08.2018: **1866** incidents reported

This represented a 21% reduction in reported ASB incidents:

Overall ASB Statistics for Quarter 1:

Q1 2017/18 – 1589

Q1 2018/19 – 1212

This represents a reduction of 377 incidents or 24%. The Q1 statistics are broken down as follows:

- ASB 'Personal'
  - Q1 2017/18 – 449
  - Q1 2018/19 – 387
  - Reduction of 62 incidents or 14%

- ASB 'Nuisance'
  - Q1 2017/18 – 1064
  - Q1 2018/19 – 781
  - Reduction of 283 incidents or 27%
  
- ASB 'Environmental'
  - Q1 2017/18 – 76
  - Q1 2018/19 – 44
  - Reduction of 32 incidents or 42%

### **Recommendation**

It is recommended that this report be noted.

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

|                             |  |
|-----------------------------|--|
| Report Classification       | Unclassified   |
| Council/Committee           | Environment Committee  |
| Date of Meeting             | 03 October 2018  |
| Responsible Director        | Director of Environment  |
| Responsible Head of Service | Head of Regulatory Services  |
| Date of Report              | 17 September 2018  |
| File Reference              | 90202  |
| Legislation                 | Dogs NI Order 1983<br>Dogs (Amendment) Act (Northern Ireland) 2011<br>Clean Neighbourhoods and Environment Act (Northern Ireland) 2011   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below:<br>If other, please add comment below: |
| Subject                     | Result of Court Proceedings  |
| Attachments                 |  |

**Breach of Litter (NI) Order 1994 – 2018/92723**

At Newtownards Magistrates Court on 17<sup>th</sup> August 2018 Council initiated a prosecution against Mr. Thomas Lowry of 9 Lisnabreen Walk, Bangor. Mr Lowry having previously declined the opportunity of discharging liability by payment of a fixed penalty notice. The defendant pleaded guilty and his solicitor introduced mitigating circumstances.

The Judge gave the defendant a conditional discharge and ordered him to pay costs of £100 plus service fees of £32, allowing him 4 weeks to pay and imposing a collection order.

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**Recommendation**

It is recommended that the Committee notes the report.

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Building Control, Licensing and Neighbourhood Environment   |
| Date of Report              | 24 September 2018   |
| File Reference              | 100/90101   |
| Legislation                 | The Licensing of Pavement Cafés (Act) (Northern Ireland) 2014   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Grant of Pavement Café Licence  |
| Attachments                 |   |

The following application for the grant of a Pavement Café Licence has been received:

**Applicant:** Stephen Smyth, Movilla Road, Newtownards

**Premises:** Del Piero's, 1 Frances Street, Newtownards

**Hours of use:** Monday to Friday 8am to 11pm and Saturday and Sunday 8am to 10pm.

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 cafe will be required to:

- only use the agreed area to be outlined in the licence,

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- 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 to be kept clean of litter and liquid spills

**RECOMMENDATION**

It is recommended that the Council grants the above licence.

**ITEM 13****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Building Control, Licensing and Neighbourhood Environment   |
| Date of Report              | 20 September 2018   |
| 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"/><br>If other, please add comment below: |
| Subject                     | Grant & Transfer of Entertainment Licences  |
| Attachments                 |   |

The following applications for the grant of Entertainment Licence have been received:

**1. Craigantlet Orange Hall**

**Applicant:** Ivan Robert Thompson, 16 Knightsbridge Court, Bangor

**Day and hours of use:** 14 unspecified days within the next 12 months during the hours of 9am and 1am, Monday to Sunday

**Type of Entertainment:**

- Dancing, singing or music or any other entertainment of a like kind
- Theatrical Performance

**2. Ballyhalbert Park Club House**

**Applicant:** Mrs Lesley Dawson, 10 Kingfisher Way, Ballyhalbert

**Day and hours of use:** Annual

**Type of Entertainment:**

- Dancing, singing or music or any other entertainment of a like kind
- Billiards, pool, snooker or any similar game
- Darts

**3. The Hub, Hamilton Road, Bangor**

**Applicant:** Ards & North Down Borough Council

**Day and hours of use:** Monday – Sunday, 9am to 1am

**Type of Entertainment:**

- boxing, wrestling, judo, karate or any similar sport
- billiards, pool, snooker or any similar game
- darts
- a theatrical performance
- dancing, singing or music or any other entertainment of a like kind
- equipment for playing snooker or similar games

**4. Commons Pavilion, Donaghadee**

**Applicant:** Ards & North Down Borough Council

**Day and hours of use:** Monday – Sunday, 9am to 1am

**Type of Entertainment:**

- boxing, wrestling, judo, karate or any similar sport
- billiards, pool, snooker or any similar game
- darts
- a theatrical performance
- dancing, singing or music or any other entertainment of a like kind
- equipment for playing snooker or similar games

**5. Green Road Community Centre, Bangor**

**Applicant:** Ards & North Down Borough Council

**Day and hours of use:** Monday – Sunday, 9am to 1am

**Type of Entertainment:**

- boxing, wrestling, judo, karate or any similar sport
- billiards, pool, snooker or any similar game
- darts
- a theatrical performance
- dancing, singing or music or any other entertainment of a like kind
- equipment for playing snooker or similar games

**6. Kilcooley Community Centre, Bangor**

**Applicant:** Ards & North Down Borough Council

**Day and hours of use:** Monday – Sunday, 9am to 1am

**Type of Entertainment:**

- boxing, wrestling, judo, karate or any similar sport
- billiards, pool, snooker or any similar game
- darts
- a theatrical performance
- dancing, singing or music or any other entertainment of a like kind
- equipment for playing snooker or similar games

**7. Londonderry Park Pavilion, Newtownards**

**Applicant:** Ards & North Down Borough Council

**Day and hours of use:** Monday – Sunday, 9am to 1am

**Type of Entertainment:**

- boxing, wrestling, judo, karate or any similar sport
- billiards, pool, snooker or any similar game
- darts
- a theatrical performance
- dancing, singing or music or any other entertainment of a like kind
- equipment for playing snooker or similar games

The following application for the transfer of licence has been received:

**1. Café Ceol (17- 21 High Street, Bangor) transfer to Ruby's Bangor**

**Applicant:** William Noble, 79 Deerpark Road, Kilwaughter, Larne

**Day and hours of use:** Monday – Sunday, Permitted Licensing Order Hours

**Type of Entertainment:**

- Dancing, singing or music or any other entertainment of a like kind
- Theatrical Performance

No objections have been received to any of these applications.

**RECOMMENDATION**

It is recommended that the applications are granted.

**ITEM 14****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Building Control, Licensing and Neighbourhood Environment   |
| Date of Report              | 20 September 2018   |
| File Reference              | LR 100/90101  |
| Legislation                 | The Betting, Gaming and Lotteries (NI) Order 1985   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Grant of Amusement Permit   |
| Attachments                 |   |

The following application for the grant of permit to provide gaming machines has been received:

**1. Twilight Zone Amusement Centre, 43 Bridge Street, Comber**

**Applicant:** EZE Gaming Ltd, Samuel Stranaghan, 101 Main St, Conlig

No objections have been received in relation to this application.

**RECOMMENDATION**

It is recommended that the above permit is granted.

**ITEM 15****Ards and North Down Borough Council**

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Council/Committee           | Environment   |
| Date of Meeting             | 03 October 2018   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Waste and Cleansing Services  |
| Date of Report              | 24 September 2018   |
| File Reference              | 74001   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Memorandum of Understanding Partnering Arrangements For The Removal Of Snow and Ice From Town Centre Footways and Pedestrian Areas        |
| Attachments                 | Appendix 1 - Correspondance from Dfl  |

Members may recall that Council has previously agreed to a Memorandum of Understanding (MoU) with Dfl relating to the removal of snow and ice from town centre footways in the event of severe adverse weather conditions. This would involve provision of support by Council to Dfl in situations where prolonged and exceptional weather impact prevents Council staff from delivering other frontline services and thereby allowing them to be deployed to alleviate town centre access problems caused by severe snow and ice deposits.

The attached correspondence requests that the MoU, first signed in 2016, be extended per the agreement for a further 12-month period.

**RECOMMENDATION**

It is recommended that Council agrees to extend the term of the MoU for a further 12-month period as requested.

Unclassified