

## **ARDS AND NORTH DOWN BOROUGH COUNCIL**

1st October 2024

Dear Sir/Madam

You are hereby invited to attend a meeting of the Corporate Services Committee of Ards and North Down Borough which is a hybrid meeting in person in the Council Chamber, 2 Church Street, Newtownards and via Zoom on **Tuesday 8 October 2024 commencing at 7pm.**

Yours faithfully

Susie McCullough  
Chief Executive  
Ards and North Down Borough Council

### **A G E N D A**

1. Apologies
2. Declarations of Interest
3. Presentation from Department for Infrastructure Roads - 2023/24 Report (Copy attached)

#### **Reports for Approval:**

4. Memorial to Queen Elizabeth II – Options paper (Report attached)
5. Capital Strategy Working Group Terms of reference (Report attached)

#### **Reports for Noting:**

6. APSE Conference Summary Report (Report attached)
7. Any other notified business

#### **ITEMS 8 – 19 \*\*\*IN CONFIDENCE\*\*\***

#### **Reports for Approval**

8. Renewal of licence - Storage container at Anchor Carpark, Portavogie (Report attached)
9. Sir Samuel Kelly Lifeboat - Lease of land at The Commons Carpark, Donaghadee (Report attached)

- 10. Rent Review Foreshore at Bangor Bay Recreational Areas (Report attached)
- 11. Extension of Contract for Valuation Services (Report attached)
- 12. Tender for Supply, Delivery and Installation of Signage and Fixings (Report attached)
- 13. Extension of Tender for the Provision of Advertising Services (Report attached)
- 14. Tender for Event Support Services (Report attached)
- 15. SPFG Update - Proposed change to governance structures (Report attached)

**Reports for Noting**

- 16. Estimates Update (Report to follow)
- 17. Absence Update (Report attached)
- 18. Fertility Treatment Policy (Report to follow)
- 19. Neonatal Care (Leave and Pay) Policy (Report to follow)

**MEMBERSHIP OF COPORATE SERVICES COMMITTEE**

Alderman Graham	Councillor Moore
Alderman McRandal	Councillor Gilmour
Alderman Smith	Councillor Kennedy
Alderman Brooks	Councillor Thompson
Alderman McAlpine	Councillor Cochrane (Vice Chair)
Alderman McIlveen	Councillor W Irvine
Councillor Chambers	Councillor McCracken
Councillor S Irvine	Councillor Irwin (Chairman)

# DFI ROADS SOUTHERN DIVISION

Report to  
**ARDS AND NORTH DOWN BOROUGH  
COUNCIL**

**Annual Report 24/25**

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## Foreword

I have pleasure in submitting the Roads 2024/25 Annual Report on the work of the Department for Infrastructure (DfI) Roads across the Ards and North Down Borough Council area.

This report deals with works completed across the Council area during the year 2023/24 and sets out our initial proposals for schemes to be undertaken in the year 2024/25.

The road network is Northern Ireland's largest and most valuable strategic infrastructure asset. Getting infrastructure right - and investing in it – can and will deliver real benefits for our citizens, our communities and the economy. It delivers for people every day by providing and maintaining the things we all need to go about our daily lives, and which make this place work. While recognising there is much more to do as we seek to improve and protect the vital asset that is our road network, we are working hard to maximise the positive impacts we can deliver with the resources we have.

The budget allocated to the Department for 2024-25 is challenging, however we continue to, prioritise essential frontline services and address regional imbalance. In June 2024 the Department launched its 'Budget 2024-25 Equality Impact Assessment (EQIA) Consultation' to facilitate a thorough assessment of the equality impacts of the 2024-25 opening resource and capital budgets allocated to the Department. An interim report has been published on the findings from the consultation and can be viewed at: [DfI Budget 2024-25 Equality Impact Assessment - Interim Consultation Report \(infrastructure-ni.gov.uk\)](https://infrastructure-ni.gov.uk)

The opening Capital budget for structural maintenance of the road network in 2024/25 is £89m, which will enable the delivery of the highest priority resurfacing, roadside stability and drainage projects. Further details of those projects to be delivered within the Newry, Mourne and Down District Council area are contained within this report.

For many years, the Department has operated within a constrained Resource budget and has continued to prioritise key essential services.

This means that the Department will continue with a Limited Service policy for routine maintenance activities such as defect repair, grass cutting and gully emptying. The Limited Service policy allows the Department to repair defects greater than 50mm on all roads including low trafficked rural roads and on high trafficked roads, defects greater than 20mm will also be repaired, subject to available resources. The Department will aim to cut all roadside verges and sightline grass at least twice between April and October on the more heavily trafficked roads and once a year on other roads, when it is safe to do so. This aims to balance the need for road safety while protecting our environment and encouraging biodiversity. However, sightlines at bends and junctions will be cut as frequently as required to ensure public safety.

At present a full street lighting repair service continues during 2024/25.

The Division is continuing to face significant staffing pressures which is impacting on our ability to deliver and as such public safety is our paramount priority, and as a result it may mean other functions will be lower in our priorities. In an effort to maximise our effectiveness I would strongly encourage Councillors who have access to the internet to please report road defects using the DfI online reporting facility provided by NIDirect. Operational teams are of course available to assist with emergency and public safety related queries and can be contacted using our generic email addresses or by phone using our emergency numbers shown on Pages 46 and 47.

The Department recognises that investing in pedestrian and cycling infrastructure can help make our streets feel safer and more accessible for the many people who want greater choice in how they travel, particularly for shorter everyday journeys. It can also help to reduce air pollution and tackle climate change, particularly in combination with public transport.

We are currently developing a Northern Ireland wide Active Travel Delivery Plan that includes an update of our policies and design guidance for Active Travel as well as network plans for our larger towns and cities and a methodology for prioritising active travel investment in smaller towns and villages. We aim to commence a public consultation on this plan in November and would welcome input from councils as part of this consultation.

When complete, the Active Travel Delivery Plan will complement the Belfast Cycling Network Delivery Plan and the Strategic Plan for Greenways to provide a firm basis for the future prioritisation, design, and delivery of active travel across the north. The Department also continues to work closely with Councils to better understand your five-year active travel programme and to develop an effective grant and support framework for the effective delivery of greenways and other measures to further promote and encourage active travel.

I hope that you find this report informative. I, along with a representative from our local Section Office, Stephen Gardiner look forward to meeting the Council.

**Mark McPeak**  
**Divisional Roads Manager**



## Southern Division - Senior Management Structure



**Mark McPeak**  
**Divisional Manager**

DfI Roads wishes to build upon the good working relationships it has with Council Members and Officers. The Divisional Senior Management Team is listed below. Day to day operational matters should be raised with the relevant Senior Engineers whose details are listed at the start of each section.



**Aloysius Loughran**  
**Road Planning Manager**

Development Control, Private Streets, Local Development Plans and Street Lighting



**Ryan Gough**  
**Road Development Manager**

Road improvements and minor works



**Alan McMurray**  
**Road Maintenance Manager**

Maintenance of existing road network



**Brian McClelland**  
**Major Projects Team South Manager (Acting)**

Major works schemes (>£5M)



## About Southern Division

Southern Division is one of four Client Divisions within DfI Roads. It spans the local Council areas of Armagh City, Banbridge and Craigavon; Newry Mourne and Down; and Ards and North Down Council Areas (see map below).



In Southern Division we are responsible for approximately 8000km of public road together with 1275 bridges, 121 signalised junctions, 183 stand alone signalised pedestrian controlled crossings, approximately 83,000 streetlights and over 650 illuminated signs and bollards. We carry out functions under the headings:

- **Major Projects South** – Major capital projects (£5M) on Key Transport Links.
- **Road Maintenance** – Maintenance of the existing network. Maintenance activities include resurfacing, surface dressing and drainage works as well as grass cutting, gully emptying, patching, embankment/verge maintenance, fencing and provision of the Winter Service.
- **Road Development** - Improvements to the existing network to improve safety and traffic progression including Minor Works and Local Transport & Safety Measures.
- **Road Planning** - Regulation of additions to the network proposed by developers.

Department for Infrastructure  
Southern Division HQ  
Marlborough House  
Central Way  
CRAIGAVON  
BT64 1AD

Tel: 0300 200 7899 (24 hours a day)

E-mail: [dfiroads.southern@infrastructure-ni.gov.uk](mailto:dfiroads.southern@infrastructure-ni.gov.uk)

Website: <https://www.infrastructure-ni.gov.uk/>

## SECTION 1 - NETWORK PLANNING & STREETLIGHTING

### Network Planning Manager Aloysius Loughran

Aloysius is supported in Ards and North Down by the following staff:



**Jason Killen**

**Senior Engineer**

Development Control  
Rathkeltair House  
Downpatrick

Tel: 0300 200 7899

Email: [Rathkeltairdevelopmentcontrol@infrastructure-ni.gov.uk](mailto:Rathkeltairdevelopmentcontrol@infrastructure-ni.gov.uk)



**Kieran Conlon**

**Senior Engineer (Acting)**

Private Streets  
Marlborough House  
Craigavon

Tel: 0300 200 7899

Email: [marlboroughdevelopmentcontrol@infrastructure-ni.gov.uk](mailto:marlboroughdevelopmentcontrol@infrastructure-ni.gov.uk)



**Joseph O'Neill**

**Senior Engineer (Acting)**

Street Lighting Depot  
Carn Industrial Estate  
Portadown

Tel: 0300 200 7899

Email: [streetlightingsouthern@infrastructure-ni.gov.uk](mailto:streetlightingsouthern@infrastructure-ni.gov.uk)

## 1.1 Development Control

### Planning Consultations

In carrying out their planning functions Councils have a duty to consult a range of statutory bodies. DfI Roads on behalf of the Department for Infrastructure has entered into an agreement with each Council to provide views and advice on roads and transportation related issues.

DfI Roads in its consideration of planning applications, takes into account aspects of development which could prejudice traffic progression and safety in terms of junction capacity, access arrangements, parking standards and provision, road width, radii, gradients, drainage and sight lines. This consideration usually involves site visits and technical work. Compliance with transport policy and compatibility with road infrastructure is taken into account as well as any need for developer led improvements. Proposals are also checked for potential encroachment upon any future road lines. A detailed Transport Assessment may be required for larger developments where potential traffic impact may extend to road junctions some distance from the development site and where infrastructure improvements are deemed necessary as mitigation. For smaller developments a Transport Assessment Form is required to be completed by the applicant in order to ascertain the likely impact.

In the case of housing developments, the Private Streets (NI) Order 1980 is applied if a planning application includes streets which are to become public and maintainable by the Department. Development Control along with the associated Private Streets team determines the area to be adopted, arranges for the calculation of the bond amount, supervises construction of the streets and, following satisfactory completion by the developer, complete the process for adoption into the public road network. Should the developer not complete the street, DfI Roads can take appropriate enforcement action under the Private Streets Order to ensure satisfactory completion of works funded by the bond.

Other Development Control work includes participating in pre-application discussions and planning meetings, preparation of evidence and presentation of this at Planning Appeals. Assistance is given with enforcement cases associated with breaches of planning control. Input is provided for the use of planning case officers at Council Planning Committee meetings with attendance by members of the Development Control team as required.

Please see Table 1, which shows all consultations our Development Control dealt with during the reporting period from 1 April 2023 to 31 March 2024 within the Ards and North Down Borough Council Area.

**TABLE 1: Planning Consultations**

Consultation Details	Southern Division	Ards & North Down Borough Council Area
Number of consultations	3634	697
Number of Pre-Planning Enquiries	61	18

Of the above applications, **23** were housing developments involving the Private Streets (NI) Order 1980. Creating approximately **8.5** km of new road and **1.2** km of new footway.

Examples of major applications that are being dealt with, are included in Table 2.

**TABLE 2: Planning Consultations – major applications**

Application	Location, Town / Townland
LA06/2021/0118/F Housing	St Andrews Avenue, Ballyhalbert
LA06/2022/1076/F Housing	Main Street, Carrowdore
LA06/2021/0061/F Housing	Rivenwood, Newtownards
LA06/2021/1012/F Housing	South Circular Road, Bangor
LA06/2022/0873/F Education	Balloo Road, Bangor
LA06/2023/2434/F Housing	Bawn Wall, Newtownards
LA06/2019/0888/F Housing	Tullynagardy, Newtownards
LA06/2021/1476/F Housing	NW of Kiltonga, Newtownards

### Roads (NI) Order 1993, Article 80

Article 80 applies to new vehicular accesses or agricultural accesses on to unclassified roads. It covers proposals such as new driveway entrances or alterations and dropped kerbs and is used where planning permission is not required.

During the reporting period DfI Roads dealt with **36** Article 80 applications.

Development Control also provides evidence in respect of associated Article 84 appeals which are determined by the Planning Appeals Commission.

Development Control also gives advice on various ad-hoc matters such as placing of planters and signage.

## 1.2 Private Streets - Adoptions

### Completed Works 2023 – 2024

**TABLE 3: Private Streets – Adoption numbers**

Adoption Details	Southern Division	Ards & North Down Borough Council Area
Number of adoptions	51	14

**TABLE 4: Adoption Locations**

Adoption locations	Date of Adoption
Castlemeadows, Cloughey	04/04/2023
Slieve Drinne, Castlewellan	01/08/2023
James Braid, Crescent	08/08/2023
The Forge, Ballygowan	05/09/2023
Rocklyn Avenue, Donaghadee	28/09/2023
Pirrie Manor, Comber	24/10/2023
Ballyvarnet Lane, Bangor	24/10/2023
Weavers Grange, Newtownards	21/11/2023
Hadlow Park High, Donaghadee	27/11/2023
North Road, Newtownards	05/12/2023
Ashfield Hall, Bangor	07/12/2023
Ballycrochan Road, Bangor	07/12/2023
Short Cross Lane, Crossgar	26/10/2023
Seahill Road, Holywood	28/10/2023

During the reporting period Private Streets Section has been successful in adopting a total of **14** private developments comprising **4496** metres of carriageway and **849** metres footway into the publicly maintained road network.

1.3 Private Streets - Enforcement

Private Streets Section continues to invoke enforcement proceedings against developers who fail in their responsibility to provide road bonds before commencement of work on site. This takes the form of a series of warning letters followed, if necessary, by enforcement action.

Private Streets Section continues to work with developers on backlog housing sites with the objective of having work completed to an adoptable standard. Where it becomes evident that a developer is either no longer trading or is incapable or unwilling to complete the work, DfI Roads will consider initiating enforcement action. This may result in the need for DfI Roads to complete the works and recover the costs from the road bond under Articles 13 and 15 of the Private Streets Order 1980.

DfI Roads is currently carrying out works on the following development site through enforcement action:

**Planned Works 2024 – 2025**

**TABLE 5: Private Streets – Enforcements**

Enforcement location
Lakeview Manor, Newtownards

**Property Certificates**

Private Streets Section coordinates the DfI Roads response to Property Certificate Enquiries. A total of **8132** Property Certificate Enquiries were processed during the reporting period in Southern Division

The Planning Portal which was launched in December 2022 can be used to submit, view and comment on planning applications online by the link <https://www.nidirect.gov.uk/services/planning-portal>.

## 1.4 Street Lighting

The total number of lights in Southern Division is approximately 83,000 of which approximately 25,500 (30%) are within the Ards and North Down Borough Council area.

### Completed Works 2023 – 2024

**TABLE 6: Street Lighting – completed**

Location	Scheme Description
Frances Street, Newtownards	Replacement.
Portaferry Road, Newtownards	Replacement.
Castle Street / Court Street, Newtownards	Replacement.
West Circular Road, Bangor	Replacement.
Belgravia Avenue Area, Bangor	Replacement.
Kircubbin Road, Cloughey	Replacement.
Cannyreagh Road, Donaghadee	Replacement.
Clandeboyne Road, Bangor	Replacement.
Barnagh Park Area, Donaghadee	Replacement.
Hillside Park / High Donaghadee Road, Bangor	Replacement.
Henderson Avenue, Conlig	Replacement. (LED Upgrade)
Mark Street, Newtownards	Replacement.
Towerview, Bangor	Replacement.

### **Upgrading of existing street lighting to LED Lanterns**

The LED retro fit programme is continuing across the Division. The intention is to reduce energy and maintenance costs by replacing old SOX and SON Lanterns. These are expensive to maintain and the ability to replace parts is diminishing as the production of these parts are being run down. Our target of replacing 2510 SOX and SON lanterns with modern LED lanterns in the council area has been met.



## Street Lighting Maintenance

Since April 2015, DfI Roads only repairs those defective streetlights reported by the public or their representatives. In order to facilitate this process, reports of defective lights can now be made directly online via the NI Direct website at the web address:

<https://www.nidirect.gov.uk/services/report-street-light-fault>

Reports made via this web page automatically generate a works order to the appropriate contractor to have the defect repaired.

Reports can also be made by telephone at 0300 200 7899.

Priority is given to emergency defects i.e. those defects posing a direct structural or electrical hazard, then to groups of lights out, groups of lights burning continuously and finally to individual lights out.

### Repair of faults to streetlights

Our response times are:-

**Emergency**, responded to a Road Traffic Collision within an hour and a half to site (1.5hrs) where a streetlighting column has been damaged. This is only to make safe and protect the public from danger to exposure of live cables or the column falling down.

**Urgent**, respond within twenty-four hours (24hrs). This is to reinstate a knockdown of a column possibly at a critical junction.

**Normal lamp maintenance** within five days (5 days). It is not always possible to fulfil the 5-day response. This can be down to a combination of factors. The number of outages on the system, cable faults on the cable network or staff shortages. We also try to ensure that at least 95% of streetlights are recorded as working on the LMS at anytime, subject to budget being available.

### Planned Works 2024 – 2025

**TABLE 7: Street Lighting – planned**

Location	Scheme Description
Bexley Meadows, Bangor	Replacement.
Ardmillan Park, Bangor	Replacement.
Hillfoot, Newtownards	Replacement.

## SECTION 2 - NETWORK DEVELOPMENT

### Network Development Manager: Ryan Gough

Ryan is supported in Ards and North Down by:



**Neil Graham**  
**Senior Network Development Engineer**

Rathkeltair House  
Market Street  
Downpatrick  
BT30 6AJ

Tel: 0300 200 7899

Email: [tninddownpatrick@infrastructure-ni.gov.uk](mailto:tninddownpatrick@infrastructure-ni.gov.uk)

## LOCAL TRANSPORT AND SAFETY MEASURES

The Regional Transportation Strategy (RTS) identified the importance of Local Transport and Safety Measures (LTSM) and highlighted some of the principal initiatives to be addressed, including:

- local improvements in towns across the North to assist pedestrians and cyclists.
- local highway infrastructure measures to improve safety, such as collision remedial schemes and traffic calming schemes; and
- Network Development schemes (minor works).

LTSM expenditure tends to be widely spread and most communities benefit, as an individual scheme is relatively low cost in comparison to the cost of projects on the Strategic Works programme. They are usually very visible measures and provide good value for money in terms of a safer road transport system, which benefits society, the economy, the environment; and actively contributes to everyone's quality of life.

Types of LTSM projects include:

- Minor Works and Micro Schemes
- Traffic Management
- Pedestrian Measures
- Traffic Calming
- Collision Remedial
- Safer Routes to School
- Bus Priority Measures
- Cycling Measures
- Road and Lane Closures
- Legislation

## 2.1 Completed Works 2023 – 2024

**TABLE 8: Pedestrian Measures completed**

Road Number	Road Name	Scheme Description	Status
U9002	John Street, Newtownards (Near new Ards Blair Mayne Wellbeing and Leisure Complex	A new Puffin Crossing has been identified for provision. This will improve road safety for pedestrians.	Complete

**TABLE 9: Cycling Measures completed**

Road Number	Road Name	Scheme Description	Status
A0022	Comber Greenway	Widening of the existing Comber Greenway from 3m to 4m from the Ballyrainey Road to the end of the Comber Greenway at Old Belfast Road.	Complete

**TABLE 10: Bus Priority Measures completed**

Road Number	Road Name	Scheme Description	Status
A0021	Ballygowan Road, Ballygowan	One bus stop hard stand installed adjacent to property 78.	Complete

**TABLE 11: Road Signs, Markings, and Bollards completed**

Road Number	Road Name	Scheme Description	Status
A0002	Main Road, Cloughey	No footway for 115 yds warning signs.	Complete
A0002	Main Road, Cloughey	No footway for 115 yds warning signs.	Complete
B0170	Craigantlet Road, Newtownards	Slow markings.	Complete
B0173	Kirkistown Hamlet, Cloughey	Junction ahead warning signs.	Complete
B0198	High Street, Holywood	Limited waiting signage.	Complete
C0225	Abbey Road, Millisle	School Ahead markings.	Complete
C0252 / B0172	Ballyblack Road East / Moss Road Junction, Millisle	Junction and centreline markings.	Complete
C0255	Main Street, Carrowdore (at Strangford College)	Yellow school keep clear and zig zag markings.	Complete
C0258	Glastry College, Ballyhalbert	3 no bands of red textured surfacing, School Ahead. markings, yellow zig zag and keep clear road	Complete

Road Number	Road Name	Scheme Description	Status
C0263	Belfast Road, Newtownards	Pedestrian warning sign.	Complete
C0263	Whinney Hill, Holywood	Upgrade of existing speed limit gateway signage.	Complete
U0216	Tullyhubbert Road, Ballygowan	Slow markings.	Complete
U0263	Ballynicol Road, Newtownards	Give way signage.	Complete
U9000	Landsdowne Road, Newtownards	T Bar marking.	Complete
U9003	John Street, Newtownards	T Bar marking.	Complete
U9009	East Street, Newtownards	T Bar and Keep Clear markings.	Complete
U9201	Carnmoon Estate, Donaghadee	No waiting markings.	Complete
U9600	Oakdale, Ballygowan	Slow marking.	Complete

**TABLE 12: Speed Limits completed**

Road Number	Road Name	Scheme Description	Status
C0255	Abbey Road, Millisle	A 40mph speed limit infill of approximately 520m to be installed in the interest of uniformity.	In progress

**TABLE 13: Waiting Restrictions completed**

Road Number	Road Name	Scheme Description	Status
A0021	Comber Road, Ballygowan	24 Hour restriction in turning head adjacent to Alexander Dickson Primary School.	Removed from programme due to objections
A0021	Andrews Memorial Primary School, Ballygowan Road, Comber	Prohibition of waiting Legislation to cover existing yellow zig zag plus School Keep clear markings.	In progress
U8015	Brompton Road, Bangor	Prohibition of waiting legislation.	In progress
U9010	Ash Grove / Glenbrook Road, Newtownards	Proposal to install 24/7 No Waiting adjacent to property 11 Glenbrook Road.	In progress

**TABLE 14: Accessible Parking Bays completed**

Road Number	Road Name	Scheme Description	Status
C0379	7 Springwell Road, Bangor	Remove Accessible Bay.	Completed
U8016	11 Central Street, Bangor	New Accessible Bay.	Completed
U8110	41 Firmount Crescent, Hollywood	Remove Accessible Bay.	Completed
U9018	23 Kilbeg Walk, Newtownards	Remove Accessible Bay.	Completed
U8106	6 Trevor Street, Hollywood	Remove Accessible Bay.	Completed
U9009	25 Mark Street, Newtownards	Remove Accessible Bay.	Completed
U9003	74 John Street, Newtownards	Remove Accessible Bay.	Completed
U9011	15 Victoria Avenue	Remove Accessible Bay.	Completed

**TABLE 15: Accessible Parking [Dropped kerbs/mobility ramps] completed**

Road Number	Road Name	Scheme Description	Status
U9007 / U9008	Glenford Road, Saratoga Avenue, Newtownards	Five sets of dropped kerbs to be installed between Hardford Link and Crawfordsburn Road junctions to assist pedestrian movement.	In progress

**2.2 Planned Works 2024 – 2025****TABLE 16: Pedestrian Measures planned**

Road Number	Road Name	Scheme Description	Status
A0002	Main Street, Cloughey	A new uncontrolled Crossing has been identified for provision adjacent to Kirkistown Primary School. This will improve road safety for pedestrians.	Planned 24/25
A0020	Portaferry Road, Newtownards (beyond Teal Rocks)	The provision of a bus layby and hardstand. These works will be completed as part of a resurfacing scheme on the A20 Portaferry Road.	Planned 24/25
A0021	Bangor Road, Newtownards (adjacent to Zion Place)	The pedestrian crossing remains on the programme for upgrading to a Puffin Crossing. This will improve pedestrian safety and introduce the latest Puffin technology software.	Planned 24/25
A0048	Donaghadee Road, Newtownards (adjacent to Movilla High School)	The Pedestrian Crossing at this location remains on the programme for upgrading to a Puffin Crossing. This will improve pedestrian safety and introduce the latest Puffin technology and software.	Planned 24/25
B0109	Clandeboyne Road, Bangor	The programmed works will provide central pedestrian islands on the B0109 Clandeboyne Road in Bangor. The works will include the provision of dropped kerbs, tactile paving and central hatching road markings to assist pedestrians crossing this busy road and prevent overtaking.	Partially complete
U8033	Bloomfield Road, Bangor	A new Puffin Crossing. This will improve road safety for pedestrians.	Complete
U9000	Westwinds Estate, Newtownards	Dropped kerbs at various locations.	Planned 24/25
A0002	Main Street, Millisle	Dropped kerbs at various locations.	Planned 24/25
U9002	Moray Crescent / Rugby Avenue, Newtownards	Two sets of dropped kerbs to be installed between Moray Crescent and Circular Road junctions to assist pedestrian movement.	Planned 24/25



**TABLE 17: Road Signs, Markings, and Bollards planned**

Road Number	Road Name	Scheme Description	Status
A0020	Portaferry Road, Newtownards	Speed camera signage.	Planned 24/25
A0021	Newtownards Road, Comber	Crossroad warning signage and upgrade current junction signage.	Planned 24/25
A0021	High Street, Comber	Pedestrian crossing signage.	Planned 24/25
A0021	Ballygowan Road, Comber	Upgrade existing 30mph gateway signage.	Planned 24/25
A0048	Newtownards Road, Donaghadee	Upgrade junction signage.	Planned 24/25
A0048	Six Road Ends, Bangor	40mph repeater signs.	Planned 24/25
B0005	Greyabbey Road, Ballywalter	Upgrade junction and chevron signage.	Planned 24/25
B0178	Hillsborough Road, Comber	Crossroads ahead warning signage on yellow backing.	Planned 24/25
C0260	Ardmillan Road, Cloughey	Bend warning signage.	Planned 24/25
C0270	Glen Road, Comber	Crossroads warning sign 120 yds on yellow backing.	Planned 24/25
C0367	Moss Road, Ballygowan	Directional signage.	Planned 24/25
C0368	Green Road, Bangor	Upgrade existing 30mph gateway signage.	Planned 24/25
U0123	Blackabbey Road, Ballywalter	Horse warning signage.	Planned 24/25
U0126	Bowtown Road, Newtownards	Bends for 1 mile warning signs.	Planned 24/25
U0134	Balloo Walk, Bangor	T bar marking.	Planned 24/25
U0198	Seahill Drive, Holywood	Junction marking.	Planned 24/25
U0229	Ballystockart Road, Comber	Upgrade chevron signage.	Planned 24/25
U0272	Whiterock, Killinchy	Pedestrian warning signs.	Planned 24/25
U0310	Quarter Road, Cloughey	30mph repeated signs.	Planned 24/25
U0315	Ballyrusley Road, Portaferry	Horse warning signage.	Planned 24/25
U0317	Lough Shore / Marlfield Road, Portaferry	Horse warning signage.	Planned 24/25
U0535	Ballyhalbert Park, Ballyhalbert	Bend warning signage.	Planned 24/25
U0536	Cuan Gardens, Greyabbey	Pedestrian crossing signage.	Planned 24/25
U9000	Cambourne Road, Newtownards	30mph signage.	Planned 24/25
U9003	Mill Street, Newtownards	No Waiting markings.	Planned 24/25

Road Number	Road Name	Scheme Description	Status
U9010	Ash Grove, Newtownards	No Waiting restriction markings.	Planned 24/25
U9011	North Street, Newtownards	No right turn signage.	Planned 24/25
U9107	Mill Street, Comber	Waiting restriction signs.	Planned 24/25
U9109	De Wind Drive, Comber	Playground warning signage.	Planned 24/25
U9450	Millers Lane, Balloo	No through Road sign.	Planned 24/25
U9600	Fox Hollow, Ballygowan	No through road signage.	Planned 24/25
U9950	Ganaway Drive, Whiterock	No through road signage.	Planned 24/25

**TABLE 18: Waiting Restrictions planned**

Road Number	Road Name	Scheme Description	Status
U8017	Stanley Mews, Bangor	Double yellow lines.	Planned 24/25
U9107	Mill Street, Comber	Proposal to install 24/7 No Waiting adjacent to Windmill Mews.	Planned 24/25

**TABLE 19: Accessible Parking Bays planned**

Road Number	Road Name	Scheme Description	Status
U9009	65 William Street, Newtownards	Accessible Parking Bay.	Planned 24/25
U9011	47 Victoria Avenue, Newtownards	Accessible Parking Bay.	Planned 24/25

### **Accessible Parking Bays – General**

Individual Accessible Parking Bay applications will be assessed before the completion of the necessary legislative process. Successful applications are required to be notified in local newspapers offering the opportunity for the public to submit their views.

Any objections must be fully considered before the application can progress to the Legislative Stage. Due to the processes involved, approved applications are required to be grouped and processed in batches on two or maybe three occasions during the year.

### **Deillumination of signs**

The Department is continuing to develop a programme of replacing internally illuminated bollards with retroreflective boards, as resources permit, thus helping to reduce energy costs.

### **Legislation**

All proposals to introduce or amend legislation are subject to successful completion of the necessary processes. This includes Accessible Parking Bays, Speed Limits, Traffic Regulation Orders (such as one-way), Parking and waiting restrictions (such as yellow lines) etc. A notice of intention of proposals is published in local papers which offers the opportunity for the general public to submit their views on the proposals. Objections, when received, must be fully considered and addressed before any scheme can be taken forward for implementation.

## SECTION 3 - NETWORK MAINTENANCE

**Network Maintenance Manager: Alan McMurray**

Alan is supported by a Section Engineer and a Structures Engineer.



**Stephen Gardiner**

Section Engineer Ards and North Down  
Jubilee Road  
Newtownards  
BT23 4YH

Tel: 0300 200 7899

Email: [ArdsandNorthDown@infrastructure-ni.gov.uk](mailto:ArdsandNorthDown@infrastructure-ni.gov.uk)



**Val Russell**

Senior Engineer  
Structures, Maintenance Support and Lands  
Marlborough House  
Craigavon  
BT641AD

Tel: 0300 200 7899

Email: [SouthernMaintenance@infrastructure-ni.gov.uk](mailto:SouthernMaintenance@infrastructure-ni.gov.uk)

## **EXPLANATION OF MAINTENANCE OPERATIONS**

### **Resurfacing and Strengthening**

Roads generally fail by cracking and rutting. They usually do not fail suddenly, but gradually deteriorate due to the impact of traffic, age and weathering. Wear normally appears as either excessive permanent deformation of the whole or part of the carriageway structure or is associated with the cracking of the bituminous layers.

Roads are normally designed for an operational life of 20 years. During this period and beyond, there is a need for the highway authority to intervene at times to either treat or replace the top layer of bituminous material known as the "surface course" or to provide additional depth to preserve the underlying structure of the road and extend its life.

Resurfacing is the application of a layer of this mixed material of 40mm minimum thickness. It strengthens the road, seals it against the ingress of water, and improves skidding resistance and riding quality.

Surface course Bitumen Macadam (Bitmac) has an expected life of 7-12 years which can be extended by subsequent surface dressing. Bitmac is a more flexible material than Asphalt and more suitable for the deformation and movement associated with weaker underlying ground conditions.

Asphalt resurfacing is more appropriate to heavily trafficked roads and junctions having a robust roadbase. It is more expensive and has a longer expected life of 15-20 years.

Resurfacing of existing roads can usually be carried out on top of the existing surface (overlay) but where drainage or kerb levels or bridge heights are restricted the existing surface may need to be removed before the resurfacing takes place.

### **Surface Dressing**

This process involves spraying a bitumen emulsion binder onto the existing road surface, followed by a layer of stone chippings, which is then rolled. This seals the road preventing ingress of water thus extending the life expectancy of the road and also helps to improve the skid resistance on the surface.

### **Drainage Works**

The quick and effective drainage of surface water from the carriageway contributes significantly to road safety and helps to prevent damage to the road itself. Improvement works carried out include the upgrading of the existing drainage facilities to ensure effective dispersal of surface water and prevent as far as possible the occurrence of standing water or flooding

of the road. In many cases the provision of new drainage facilities have to be undertaken including the installation of road gullies, pipes and manholes leading to a suitable discharge point.

### **Grass Cutting**

Grass cutting is carried out for road safety reasons rather than for amenity purposes. The Departments grass cutting policy has evolved to focus on protecting wildlife and promoting biodiversity when managing roadside verges. A single swathe will be cut along the verges on the strategic road network twice per year. Other areas that are needed for road safety purpose, such as sight lines at junctions, will also be cut at least twice each year with additional cuts as and when needed. A similar approach will be introduced on heavier trafficked rural roads and on lighter trafficked rural roads, one cut will be carried out late in the growing season where it is safe to do so.

### **Gully Emptying**

In 2024/25 as in the previous year, the Department currently aims to maintain the level of service and inspect and clean, where necessary, all gullies once annually.

### **Rural Roads Fund**

In 2024/25, approximately £10m has been allocated to a Roads Recovery Fund from the structural maintenance budget specifically designed to address the roads which have been worst affected by recent under investment. £8m of this investment is being targeted towards rural roads. We will use this fund to carry out short lengths of resurfacing rather than repairing a large number of individual potholes in problem areas. Section Engineers, and their staff, across the Division are identifying the worst locations for inclusion on our works programmes. This work will reduce the number of potholes across the network and help prevent additional defects from forming.

### **Defects**

Section Office staff regularly inspect the local network for actionable defects in accordance with the Road Maintenance Guidelines. These guidelines classify the local roads according to traffic volume and establish corresponding deadlines for the repair of any defects identified. Also, in an effort to maximise our effectiveness in delivering key road maintenance functions, we ask that members of the public and elected representatives who have access to the internet to please report road defects via the DfI online reporting facility provided by NI Direct; <https://www.nidirect.gov.uk/information-and-services/travel-transport-and-roads/problems-roads-and-streets>. Alternatively, faults that are considered to be an emergency (during working hours) can be reported by telephone to 028 90 540540.

Street Works

TABLE 20: Street Works by Utility companies

Number of Notifications in Southern Division	Number of Notifications in Ards & North Down Borough Council	Number of Inspections Carried Out.	Percentage of those inspected that were unsatisfactory
20,708	6527	443	11.7%



## STRUCTURAL MAINTENANCE COMPLETED WORKS 2023 – 2024

### Completed Resurfacing

**TABLE 21: Resurfacing – Remaining Road Network completed**

Total length completed
8.3 Km

**TABLE 22: Resurfacing – Remaining Road Network locations**

Road Number	Road Name
A0002	Main Street & Broadway, Ballywalter
A0020	Main Street, Kircubbin
A0020	Rowreagh Road, Kircubbin
A0002	Groomsport Road Roundabout, Groomsport
U8003	Clandeboyne Way, Bangor
U8003	Loverock Way, Bangor
U8003	Monea Way, Bangor
U8003	Rostrevor Way, Bangor
U8003	Monea Drive, Bangor
U8003	Monea Close, Bangor
U8003	Rostrevor Close, Bangor
U8003	Rostrevor Drive, Bangor
U8023	Cotswold Gardens, Bangor
U8023	Cotswold Drive, Bangor
U8109	Airport Road West, Hollywood
U9014	Cronstown Road, Newtownards
U9015	Rose Park, Newtownards
U9016	Slieve Croob, Newtownards
U9016	Binian Avenue, Newtownards
U9016	Culmore Avenue, Newtownards
U9016	Stranmore Avenue, Newtownards
U9016	Carrigbeg Avenue, Newtownards

Road Number	Road Name
U9016	Shan Slieve Park, Newtownards
U9016	Slieve Bernagh Park, Newtownards
U9350	Calhame Gardens, Cloughey

Completed Resurfacing Schemes



Airport Road West, Holywood



Cotswold Drive, Bangor



Culmore Avenue, Newtownards



Groomsport Road Roundabout, Groomsport

**TABLE 23: Surface Dressing completed**

Total length completed
59 Km

**TABLE 24: Surface Dressing locations**

Road Number	Road Name
C0254	Finlay's Road, Newtownards
C0257	Inishargy Road, Kircubbin
C0257	Kircubbin Road, Kircubbin
C0260	Ballyblack Road, Portaferry
C0271	Kilcarn Road, Ballygowan
C0271	Station Road, Ballygowan
C0367	Ballybunden Road, Killinchey
U0013	Tubber Road, Kircubbin
U0115	Drumfad Road, Millisle
U0117	Kilbright Road, Millisle
U0117	Ballyhaskein Road, Millisle
U0122	Ballybryan Road, Greyabbey
U0133	Kylestone Road, Donaghadee
U0133	Orlock Road, Groomsport
U0142	Ballyfrench Road, Ballyhalbert
U0144	Ballyhemlin Road, Kircubbin
U0146	Killyvolgan Road, Ballywalter
U0147	Ballyatwood Road, Ballywalter
U0151	Ganaway Road, Millisle
U0152	Gerystone Road, Ballywalter
U0152	New Road, Carrowdore
U0153	Kerrs Road, Newtownards
U0155	Ballywhiskin Road, Millisle
U0165	Kilbright Road North, Millisle

Road Number	Road Name
U0205	Drumreagh Road, Ballygowan
U0208	Kilmood Road, Ballygowan
U0305	Ballygelagh Road, Kircubbin
U0307	Ballygarvigan Road, Ballygalget
U0309	Ardminnan Road, Cloughey
U0309	Tullymally Road, Ballygalget
U0317	Marfield Road, Portaferry
U0319	Abbacy Road, Portaferry
U0319	Mountain Road, Portaferry

**TABLE 25: Roads Recovery completed**

Total length completed
4 Km

**TABLE 26: Roads Recovery locations**

Road Number	Road Name, Location
A0048	Cotton Road, Donaghadee
B0170	Craigantlet Road, Holywood
B0172	Ballyblack Road East, Newtownards
B0172	Moss Road, Millisle
C0253	Killaughey Road, Donaghadee
C0271	Saintfield Road, Killinchy
C0367	Moss Road, Ballygowan
U0159	Ashley Park, Millisle
U0277	Darragh Road, Comber
U0321	Main Street, Killinchy
U1327	Moat Road, Ballyhalbert
U8029	Greenway, Bangor
U9014	Chesterbrook Crescent, Newtownards

Road Number	Road Name, Location
U9017	Movilla Road, Newtownards
U9108	Dermott Road, Comber
U9950	Ganaway Drive, Whiterock

## Completed Footway Resurfacing

**TABLE 27: Footway Resurfacing completed**

Total length completed
7 Km

**TABLE 28: Footway Resurfacing locations**

Road Number	Road Name
U0159	Ashley Park, Millisle
U8023	Cotswold Drive, Bangor
U8023	Cotswold Gardens, Bangor
U9014	Chesterbrook Crescent, Newtownards
U9014	Cronstown Road, Newtownards
U9015	Rose Park, Newtownards
U9201	Victoria Gardens, Ballyhalbert
U9350	Calhame Gardens, Cloughey
U8006	Innisfayle Avenue, Bangor
U8006	Rutherglen Gardens, Bangor
U8006	Rutherglen Park, Bangor
U8006	Innisbrook Gardens, Bangor
U8006	Lyndhurst Crescent, Bangor
U8006	Lyndhurst Gardens, Bangor
U8006	Lyndhurst Avenue, Bangor
U8023	Cotswold Drive, Bangor
U8023	Cotswold Gardens, Bangor
U9016	Slieve Croob, Newtownards
U9016	Binian Avenue, Newtownards
U9016	Culmore Avenue, Newtownards
U9016	Stranmore Avenue, Newtownards
U9016	Carrigbeg Avenue, Newtownards
U9016	Shan Slieve Park, Newtownards



Road Number	Road Name
U9016	Slieve Bernagh Park, Newtownards

Footway Resurfacing



Slieve Croob, Newtownards



Cotswold Gardens, Bangor



## Completed Drainage Maintenance Works

**TABLE 29: Drainage completed locations**

Road Number	Road Name
A0002	Main Street, Bangor
A0020	Coach Road, Portaferry
B0021	Donaghadee Road, Bangor
B0170	Ballysallagh Road, Bangor
B0172	Movilla Road, Newtownards
B0511	Groomsport Road, Bangor
C0253	Killaughey Road, Donaghadee
C0255	Abbey Road, Millisle
C0259	Loughdoo Road, Portaferry
C0262	Bridge Road, Helens Bay
U0132	Stockbridge Road, Donaghadee
U0253	Ringneil Road, Comber
U0540	Wallace Park, Lisbane
U8007	Wandsworth Road, Bangor
U8033	Ashdale Crescent, Bangor
U8033	Bloomfield Road, Bangor
U8108	My Lady's Mile, Holywood
U9001	Marcella Park, Newtownards
U9101	Cuttles Court, Comber
U9350	Calhame Gardens, Cloughey
U9350	Calhame Park, Cloughey

STRUCTURAL MAINTENANCE PROPOSED WORKS 2024 – 2025

Proposed Resurfacing

TABLE 30: Resurfacing – Trunk Road Network planned

Total length planned
0.73 Km

TABLE 31: Resurfacing – Trunk Road Network locations

Road Number	Road Name
A0021	Comber Road, Newtownards
A0021	South Street, Newtownards

TABLE 32: Resurfacing – Remaining Road Network planned

Total length planned
2 Km

TABLE 33: Resurfacing – Remaining Road Network locations

Road Number	Road Name
B0109	Clandeboyne Road, Bangor
U9107	Belfast Road, Comber
U8034	Castle Park Road, Bangor

TABLE 34: Surface Dressing planned

Total length planned
70 Km

TABLE 35: Surface Dressing locations

Road Number	Road Name, Location
C0256	Cardy Road, Ballywalter
C0267	Ballydrain Road, Comber
U0111	Springwell Road, Groomsport
U0112	Windmill Road, Donaghadee

Road Number	Road Name, Location
U0114	Woburn Road, Millisle
U0118	Ballydoonan Road, Ballywalter
U0120	Tullykevin Road, Ballywalter
U0121	Quarry Road, Ballywalter
U0123	Blackabbey Road, Ballywalter
U0125	Cunningburn Road, Newtownards
U0127	Ballyreagh Road, Newtownards
U0133	Kylestone Road, Groomsport
U0133	Lower Balloo Road, Groomsport
U0135	Dam Road, Donaghadee
U0135	Bailie Road, Donaghadee
U0144	Roddans Road, Ballywalter
U0144	Nursey Road, Ballyhalbert
U0149	Bairdstown Road, Ballywalter
U0162	Craigboy Road, Millisle
U0164	Stump Road, Ballywalter
U0166	School Road, Millisle
U0182	Dunover Road North, Ballywalter
U0199	Lisbarnett Road, Killinchy
U0200	Florida Road, Killinchy
U0217	Ballycreely Road, Comber
U0229	Ballystockart Road, Comber
U0243	Scrabo Road, Newtownards
U0243	Coach Road, Newtownards
U0243	Killynether Road, Newtownards
U0245	Ballyhenry Road, Comber
U0245	Ballyalton Road, Newtownards
U0247	Unicarval Road, Comber
U0252	Castle Espie Road, Comber

Road Number	Road Name, Location
U0277	Darragh Road, Comber
U0283	Ballyvester Road, Donaghadee
U0323	Ballyhaft Road, Newtownards
U0324	Cannyreagh Road, Donnaghadee
U1327	Moat Road, Ballyhalbert

**TABLE 36: Roads Recovery planned**

Total length planned
2.4 Km

**TABLE 37: Roads Recovery locations**

Road Number	Road Name, Location
B0172	Moss Road, Millisle
C0262	Dunlady Road, Craigantlet
C0263	Whinney Hill, Craigantlet
U0112	Hogstown Road, Donaghadee
U8006	Rutherglen Gardens, Bangor
U8006	Lyndhurst Crescent, Bangor
U8006	Lyndhurst Gardens, Bangor
U8016	Central Avenue, Bangor
U9013	Mahee Island Park, Newtownards
U9013	Chapel Island Park, Newtownards
U9013	Wood Island Park, Newtownards
U9021	Cypress Park, Donaghadee
U9105	Glen Park, Comber
U9023	Church Place, Donaghadee
U9204	Union Street, Donaghadee
U9105	Dalton Way, Comber
U9105	Dalton Drive, Comber

Proposed Footway Resurfacing

TABLE 38: Footway Resurfacing planned

Total length planned
5 Km

TABLE 39: Footway Resurfacing locations

Road Number	Road Name
B0109	Clandeboyne Road, Bangor
U0132	Old Cultra Road, Holywood
U0159	Ballymacruise Drive, Millisle
U9006	Manse Road, Newtownards
U9006	Brooklands Road, Newtownards
U9105	Dalton Drive, Comber
U9107	Belfast Road, Comber

Proposed Drainage Works

TABLE 40: Drainage planned locations

Road Number	Road Name
A0002	Hollywood Bypass, Hollywood
A0002	Warren Road, Donaghadee
B0172	Movilla Road, Newtownards
C0255	Abbey Road, Millisle
C0261	Main Road, Portavogie
C0262	Bridge Road, Helens Bay
C0263	Belfast Road, Craigantlet
C0267	Quarry Road, Comber
U0142	Ballyeasborough Road, Rubane
U0154	Loughries Road, Newtownards
U0229	Ballystockart Road, Comber
U0283	Ballyvester Road, Donaghadee
U8023	Riverside Avenue, Bangor

## ROUTINE MAINTENANCE COMPLETED WORKS 2023 – 2024

### Grass Cutting

The grass verges on all rural roads were cut in accordance with Departmental policy.

**TABLE 41: Grass cutting completed**

Total Length cut
1748 Km

### Defects

Section Office staff regularly inspect the local network for actionable defects in accordance with the Road Maintenance Guidelines. These guidelines classify the local roads according to traffic volume and establish corresponding deadlines for the repair of any defects identified.

**TABLE 42: Defects details**

Description	Detail
Total priority defects recorded	7281
Total repaired within specified timescales	88%

### Public Liability Claims

**TABLE 43: Public Liability Claims details**

Description	Detail
Total claims received	619
- vehicular damage	549
- personal injury	56
- property damage	14
Total claims settled	511
Total claims rejected	108

Please note that statistics above for total claims settled are claims where compensation was paid, and statistics for total claims rejected are for claims where no compensation was paid.

The Department's road related claims data between 2019/20 to 2023/24 can be accessed via the following webpage; <https://www.infrastructure-ni.gov.uk/publications/road-asset-maintenance-directorate-management-information-roads-related-claims-period-20192020>

The link to general information relating to road related claims on NI Direct is via the following webpage; <https://www.nidirect.gov.uk/articles/claim-compensation-due-road-or-street-problem>

MAINTENANCE OF STRUCTURES

Highway Structures include bridges, sign gantries and retaining walls. All bridges must be capable of carrying 40 tonne vehicles and this requirement has led to the ongoing assessment of bridges in the area.

Structures Section manages the 1,275 bridges and culverts with a span of 1.8m and greater within the Division, 134 of which are in the Ards & North Down Borough Council Area. Smaller structures are managed by the local Section Office.

TABLE 44: Structures Maintenance Schemes Completed 2023/24

Location	Scheme Description
Pound Bridge, Comber By-pass	Bridge cleaning works.

TABLE 45: Vehicle Restraint Systems Upgrade Completed 2023/24

Road Name, Location
Belfast Road, Ballyrobert
Belfast Road, Comber
Nursery Road, Newtownards

TABLE 46: Structures Maintenance Schemes Planned 2024/25

Structures maintenance work proposed within undertaken within Ards and North Down Borough Council during 2024/25.

Location	Scheme Description
Pound Bridge, Comber By-pass	Bridge Investigation works and concrete repairs.

Other maintenance schemes within the Ards and North Down Borough Council Area will be dependent on the available budget within the year. All other bridges are inspected routinely. This generates an ongoing programme of maintenance / repairs to bridges and other structures.



**TABLE 47: Vehicle Restraint Systems Upgrade Planned 2024/25**

Vehicle Restraint Systems (VRS) proposed within the Ards and North Down Borough Council area in 2024/25.

Road Name, Location
Nursery Road / Kempstones Roundabout, Newtownards

LANDS SECTION

The DfI Lands Team manage the Divisions lands assets and are responsible for the acquisition of land required for road improvement schemes. The work also involves processing abandonments of land, disposal of land assets that are no longer required and dealing with a range of land queries.

Abandonments

Abandonments of public rights-of-way such as sections of adopted roads and footways are procedures separate from the planning process. These involve a public consultation exercise which informs DfI Roads’ decision.

TABLE 48: Abandonments

Road, Location	Date	Area (Sqm)
Killinchy Road, Comber	9 November 2023	1090 sqm Superseded Road

There were no Stopping Orders over the period 1 April 2023 to 31 March 2024.

WINTER SERVICE

TABLE 49: Winter Service - dates of operations

Description	Start date	Completion date
Official winter maintenance period 2023-2024	16 October 2023	31 March 2024
Salting Operations in this period	65	

TABLE 50: Winter Service - details of operations

Description	Details
Depot location in Ards & North Down Borough Council area	Ards and North Down Depot, Balloo Road, Bangor
Number of gritters used during 1 gritting action	6
Number of personnel involved in gritting operation in Southern Division	135
Length of roads salted Ards & North Down Borough Council area	230 km
Total volume of salt used during 2023-2024 winter season	12080 tonnes



## SECTION 4 – MAJOR PROJECTS SOUTH

### Major Projects Team South Manager (Acting) Brian McClelland

Brian is supported by the following staff:



#### **Neville Dynes**

Major Projects Team South  
Marlborough House  
Central Way  
Craigavon  
BT641AD

Tel: 0300 200 7899

E-mail: [southern.SRI@infrastructure-ni.gov.uk](mailto:southern.SRI@infrastructure-ni.gov.uk)



#### **Cyril (Sid) Stevenson**

Major Projects Team South  
Marlborough House  
Central Way  
Craigavon  
BT641AD

Tel: 0300 200 7899

E-mail: [southern.SRI@infrastructure-ni.gov.uk](mailto:southern.SRI@infrastructure-ni.gov.uk)

## MAJOR PROJECTS

There are currently no major project schemes programmed within the Ards and North Down Council area.

## SECTION 5 - STRANGFORD LOUGH FERRY SERVICE

Responsibility for the Strangford Ferry no longer falls under the remit of DfI Roads Southern Division, responsibility has transferred to the Department's Public Transport Operations Division.

### General Level of Service

In general, the ferry service has operated smoothly throughout the period April 2023 to March 2024. Of a total of 21,472 scheduled sailings, 108 were cancelled due to fog, 582 sailings were cancelled due to staff unavailability however 550 sailings were due to Industrial Action and 158 sailings were lost as a result of mechanical and technical issues. This represented an overall reliability of 96.69% for the year.

During this period the ferry service also provided an additional 1269 off schedule sailings

### Strangford and Portaferry Harbours

The marshalling system in Strangford continued to operate at weekends and on busy holidays from April to mid-September. This alleviated most of the congestion from the remainder of the village.



## SECTION 6 – ENGAGING WITH DFI ROADS

### Dealing with Correspondence / Public Interface

Due to continued resourcing challenges the Department's current approach in dealing with queries is set out below to maintain a level of service.

One area of significant workload is dealing with correspondence. The Department, and in particular DfI Roads, receives a large volume of correspondence from the public and public representatives throughout the year. To give a sense of scale, Southern Division has in the past received over 19,000 items of correspondence in one year. Indeed, the level of correspondence has been increasing in recent years at a time when resources have been reducing which is adversely impacting on our ability to deliver key services and public safety responsibilities. Therefore, in an effort to maximise our effectiveness in delivering key road maintenance functions, we ask that members of the public and elected representatives who have access to the internet please report road defects via the DfI online reporting facility provided by NI Direct; <https://www.nidirect.gov.uk/information-and-services/travel-transport-and-roads/problems-roads-and-streets>.

Alternatively, faults that are considered to be an emergency (during working hours) can be reported by telephone to 028 90 540540.

Section Offices will be opened to the public from 10am - 12noon with meetings outside of this able to be arranged by appointment also.

### Emergency Out of Office Hours Assistance

We have a call centre to deal with calls outside normal office hours. DfI Roads personnel can be called upon to deal with emergencies such as flooding, obstructions such as fallen trees, and when requested by Emergency Services, in clearing up after road traffic collisions. Routine roads related matters are not dealt with by this service and should be raised with DfI Roads offices during normal working hours.

**The Emergency out of Hours telephone number is: 0300 200 7899**

**Reports of Flooding can be directed to the Flooding Incident Line 0300 2000 100 (24 hours a day).**



## DFI Roads Contact Details

### Ards & North Down Borough Council Area

**Report a fault** - (eg, street lights, pot holes, blocked gullies, etc)

<https://www.nidirect.gov.uk/information-and-services/travel-transport-and-roads/problems-roads-and-streets>

**Maintenance** – We have one section office covering the council area based in Newtownards.

[ArdsandNorthDown@infrastructure-ni.gov.uk](mailto:ArdsandNorthDown@infrastructure-ni.gov.uk)

### **Traffic**

[tninddownpatrick@infrastructure-ni.gov.uk](mailto:tninddownpatrick@infrastructure-ni.gov.uk)

### **General**

[dfiroads.southern@infrastructure-ni.gov.uk](mailto:dfiroads.southern@infrastructure-ni.gov.uk)

### **Street Lighting**

[streetlightingsouthern@infrastructure-ni.gov.uk](mailto:streetlightingsouthern@infrastructure-ni.gov.uk)

### **Strangford Ferry**

[StrangfordFerry@infrastructure-ni.gov.uk](mailto:StrangfordFerry@infrastructure-ni.gov.uk)

### **Telephone**

During working hours Emergencies: **Tel: 028 9054 0540**

Out-of-Hours Emergencies: **Tel: 0300 200 7899**

### **DfI Roads website**

<https://www.infrastructure-ni.gov.uk/>

### **TRAFFICWATCH website**

[www.trafficwatchni.com](http://www.trafficwatchni.com)

### **Floodline Incident Line**

The Flooding Incident Line is available 24 hours a day, every day. You can report flooding problems on roads or burst water mains and blocked drains. **Telephone: 0300 2000 100**



Unclassified

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## ITEM 4

## Ards and North Down Borough Council

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Corporate Services Committee
Date of Meeting	08 October 2024
Responsible Director	Director of Corporate Services
Responsible Head of Service	Head of Administration
Date of Report	26 September 2024
File Reference	
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Memorial Options for Queen Elizabeth II
Attachments	Appendix 1 - Samples of Sculpture Options

**Background**

In March 2024, Council agreed that *‘in recognition of the 70 years of service rendered by the late Majesty Queen Elizabeth II gives consideration to the erection of a permanent memorial of Queen Elizabeth II at the redeveloped marine gardens. A report to be brought back to Council to include options on the commissioning and costings of the memorial. Any decision arising from this will be subject to an EQIA.’*

**Update**

A permanent memorial can come in multiple forms. It can be a landmark feature, a simple stonework sculpture, a garden of remembrance, a plaque or living sculpture. Samples of sculpture types are shown in Appendix 1.

Not Applicable

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## Options

The following high-level options have been presented for consideration:

**Option 1 – A landmark sculpture** – a major installation of significance and size. These can be lifelike or abstract. These can also be expensive – brief research online found the cost of the following:

- Statue of Queen Elizabeth II, Rutland, 2024 - £125k
- Statue of Prince Phillip, Cambridge University, 2014 - £150k
- Greta Thunberg, University of Winchester, 2021 - £24k

Landmark sculptures, whilst more impactful, carry reputational risk. Many sculptures of this nature attract criticism for their perceived lack of likeness to the subject.

It should be noted that Council has agreed to a major art piece installation for Marine Gardens to be produced by internationally renowned artist Colin Davidson. There is the potential that a landmark memorial sculpture could clash with this art piece, or that the art piece could take away from the significance of the memorial sculpture given its size and scale at approximately 6m tall and 4m wide. It should also be noted that existing sculptures (the Pastie Man and the Voyager) are planned to return to the Marine Gardens post-redevelopment.

**Option 2 – Simple stone sculpture** – these can have commemorative inserts on the face. The Council have acquired these types of sculptures in the past (e.g. NI Centenary) at a cost of £4-6k.

**Option 3 – A plaque** with an inscription and picture made from materials sympathetic to the area in which it is placed. These can cost £2-3k. This option has the potential to be in keeping with the other Council notice of motion to rename Marine Gardens in memory of the late Queen Elizabeth II.

**Option 4 – Horticultural installation** – this can vary in size and scale from a commemorative tree to a garden of remembrance – this option was discounted based on the design plans for the gardens and planting already being finalised.

The selected option would be subject to detailed design which would be brought back to committee before finalisation, as well as the consideration of location on site.

## RECOMMENDATION

It is recommended that the Council considers Option 2 and Option 3 and gives direction on an indicative budget that it wishes to set, which will be subject to finalisation with the estimates process for 25/26 and will be subject to an EQIA and Cabinet Office approval.

Appendix 1 Samples of Sculptures for Queen Elizabeth

Option 1: Landmark Sculptures



Option 2: Stone Sculptures



Option 3 : Plaque



Option 4: Example horticultural options



Unclassified

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

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Corporate Services Committee
Date of Meeting	08 October 2024
Responsible Director	Director of Corporate Services
Responsible Head of Service	Head of Finance
Date of Report	01 October 2024
File Reference	FIN166
Legislation	Section 1 Local Government Finance Act (NI) 2011
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/> If other, please add comment below:
Subject	Terms of Reference for Capital Strategy Working Group
Attachments	

Council agreed last month, as part of the budget strategy, to establish a working group of a small number of Members and senior officers to provide strategic advice to the Corporate Services Committee.

Draft terms have now been prepared for Members consideration. In order to commence work as soon as possible. Nominations should be made by the date of Council meeting, 30 October, with a view to the first meeting being held in the first half of November.

This working group will be piloted for the estimates setting exercise for 25/26 and will be reviewed before further meetings are arranged for next year.

Not Applicable

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The proposed Terms of Reference are as follows:

## **Terms of Reference**

### **Background**

Council currently plans over a number of different timeframes:

- The Big Plan 15 years
- Capital Projects 10 years
- The Corporate Plan 4 years
- Medium Term Financial Plan 3 years
- Estimates 1 year

However, budgeting on an annual basis and needing to plan over a 10-year horizon for strategic capital projects gives opportunity for short-term considerations to override the need for a long-term strategic direction to be given to officers, to allow for working plans up and then delivering them all in as efficient a way as possible.

The current capital investment plan has gross expenditure of around £260M with the implication of increasing Council debt from £60M to £140M and current requirement of needing 1.45% to be added to the district rate for each of the next 9 years.

### **Membership**

DUP	1 nomination
APNI	1 nomination
UUP	1 nomination
Independents/Small Parties	1 nomination

### **Objectives**

1. Advise Corporate Services Committee and Council on an acceptable rate increase related to capital investment bearing in mind of the need for plans to be affordable, sustainable and prudent.
2. Make recommendations on the prioritisation of the Council's capital projects for consideration by the Corporate Services Committee.
3. Assess the Council's borrowing projections and other treasury management considerations linked to the Capital plan.

### **Operational arrangements**

- a. Meetings to be scheduled as required, but mostly likely weighted to the period from November-January. Anticipated 2-3 meetings per year.
- b. Facilitated by Director of Corporate Services or Chief Executive.
- c. In person meeting (although hybrid is available if necessary).
- d. Informal format that will not be formally minuted although a summary of topics discussed and recommendations will be provided to the Corporate Services Committee.
- e. Advice to Committee will come format of report from Director of Corporate Services.
- f. Invitations will be issued via DecisionTime.

Not Applicable

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**Facilitators**

- Director of Corporate Services
- Chief Executive

**Technical Advisors**

- Head of Strategic Capital Development
- Head of Finance

**RECOMMENDATION**

It is recommended that Council approves the Terms of Reference and that nominees are notified as soon as possible.

Not Applicable

Unclassified

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## ITEM 6

### Ards and North Down Borough Council

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Corporate Services Committee
Date of Meeting	08 October 2024
Responsible Director	Director of Corporate Services
Responsible Head of Service	Head of Human Resources and Organisational Development
Date of Report	23 September 2024
File Reference	ST12757
Legislation	
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	APSE Conference Summary
Attachments	

#### APSE (Association for Public Service Excellence) Conference

Alderman Alan McDowell, the NI Regional Vice Chairman of APSE, and the Organisational Development Manager represented the Council at the conference.

The theme for the conference was A New Era for Frontline Services. It included the following sessions:

- a. Frontline Challenges
- b. How Councils Deliver (reports from regional LG Associations)
- c. Rising to the Challenges
- d. Adapting to the Future
- e. Arts, Culture and Local Economic Boosts

Significant points to highlight for the benefit of Council are the following:

#### 1. Increasing APSE Engagement to Facilitate Continuous Improvement



Not Applicable

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Briefings were made by a number of councils on improvement initiatives, for example digital transformation, participatory and multi-year budgeting, environmental improvements and mitigations against carbon emissions.

The conference programme also included the [Annual Service Awards](#), specific to frontline services. There were 17 categories, covering local services, as well as the Overall Council of the Year in Service Delivery Award.

APSE should be one of our main intermediaries in terms of purposeful benchmarking to ensure we do things better and more importantly, to prevent 'reinventing the wheel'.

I would draw Member's attention to the following upcoming events:

[APSE Waste and Recycling Seminar 2024](#)

[APSE Sports and Leisure Seminar](#)

[APSE Cemeteries and Crematorium Seminar 2024](#)

[APSE Performance Networks Seminar 2024](#)

## **2. Increasing Connections with (SOCITM) Society for Innovation, Technology and Modernisation and CLES (Centre for Local Economic Strategies)**

Insightful presentations were provided by SOCITM (harnessing new technologies and data to reform public services) and CLES (critical friend connecting economic partners to bring about progressive solutions to deliver change) as to how they have enabled innovation and creative solutions in partnership with local authorities.

Both organisations are a point of reference for learning and continuous improvement. I would point Members to 2 informative reports; [2024 Public Sector Digital Trends by SOCITM](#) and [Community Wealth Building by CLES](#)

## **RECOMMENDATION**

It is recommended that Council note this report.