



10 April 2018

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Magherafelt at Mid Ulster District Council, Ballyronan Road, MAGHERAFELT, BT45 6EN on Tuesday, 10 April 2018 at 19:00 to transact the business noted below.

Yours faithfully

Anthony Tohill  
Chief Executive

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## AGENDA

### OPEN BUSINESS

1. Apologies
2. Declarations of Interest
3. Chair's Business

### Matters for Decision

- |     |  |          |
|-----|--|----------|
| 4.  | DfI Roads Proposals to Mid Ulster District Council - Proposed Provision of two Disabled Persons' Parking Bays – Castledawson Road, Magherafelt | 3 - 6    |
| 5.  | DfI Roads Proposals to Mid Ulster Council - Proposed 30mph Speed Limit, Moor Road and Annaghmore Road, Coalisland                              | 7 - 10   |
| 6.  | DfI Roads Proposals to Mid Ulster District Council - Proposed No Waiting At Any Time Restriction – Westland Road, Magherafelt                  | 11 - 14  |
| 7.  | Off Street Car Parking Strategy  | 15 - 76  |
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| 9.  | Dual Language Signage Request  | 79 - 86  |
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### Matters for Information

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| 12 | Minutes of Environment Committee held on 13 March 2018 | 111 - 122 |
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17	Bank/Public Holiday Working Arrangements for 2018/19 - Environmental Services	155 - 158
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20	Mid Ulster Community Pharmacy Partnership - Networking Event,	179 - 180
21	The Calorie Wise Scheme	181 - 184
22	Signage Vandalism Repairs	185 - 188

**Items restricted in accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014. The public will be asked to withdraw from the meeting at this point.**

#### Matters for Decision

23. Joint Tender for Appointment of Electricity Supplier
24. Update in relation to Procurement Framework for Fleet Consumables
25. Affordable Warmth
26. Waste Tyres / Hazardous Waste Initiative
27. Davagh Forest – Capital Project
28. ESPO Framework for Refuse and Recycling Products

#### Matters for Information

29. Confidential Minutes of Environment Committee held on 13 March 2018
30. Capital Works - Interim Capping (Phase 3) at Tullyvar Landfill Site
31. Capital Works Update - Construction of Waste Transfer Station
32. Capital Projects Update

<b>Report on</b>	DfI Roads Proposals to Mid Ulster District Council - Proposed Provision of two Disabled Persons' Parking Bays – Castledawson Road, Magherafelt
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	<b>X</b>

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to proposals from DfI Roads to introduce measures to enhance the safety and development of the transport network with a range of transport proposals
<b>2.0</b>	<b>Background</b>
2.1	DfI Roads are consulting the Council with proposals to introduce measures designed to improve network safety, sustainability and efficiency to encourage safe and sustainable travel.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>Proposed Provision of two Disabled Persons' Parking Bays – Castledawson Road, Magherafelt</b></p> <p>DfI Roads are proposing to provide two disabled persons' parking bays at Castledawson Road, Magherafelt.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: <b>None</b></p> <p>Human: <b>None</b></p>
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>

	N/A
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>The introduction of the aforementioned proposals at this location will assist in the management of road safety issues.</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposals submitted by DfI Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<p><b>Appendix 1</b> Letter from DfI Roads dated 8<sup>th</sup> March 2018; Proposed Provision of two Disabled Persons' Parking Bays at Castledawson Road, Magherafelt.</p>
6.2	<p><b>Appendix 2</b> Drawing – Proposed Provision of two Disabled Persons' Parking Bays at Castledawson Road, Magherafelt.</p>



Department for

**Infrastructure**

An Roinn

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## Network Development

Chief Executive  
Mid Ulster District Council  
Ballyronan  
Magherafelt  
BT45 6EN

County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

8 March 2018

Dear Mr Tohill

### **PROPOSED PROVISION OF TWO DISABLED PERSONS' PARKING BAY AT CASTLEDAWSON ROAD, MAGHERAFELT**

DfI Roads is proposing to provide two disabled persons' parking bay at Castledawson Road, Magherafelt, as detailed on the attached map.

PSNI have been consulted and are in agreement with the proposal.

Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc



Proposed disabled parking bays  
Castledawson Road, Magherafelt

<b>Report on</b>	DfI Proposals to Mid Ulster Council - Proposed 30mph Speed Limit, Moor Road and Annaghmore Road, Coalisland
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	<b>X</b>

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to proposals from DfI Roads to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.
<b>2.0</b>	<b>Background</b>
2.1	DfI Roads are consulting the Council with proposals to introduce measures designed to improve network safety, sustainability and efficiency to encourage safe and sustainable travel.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>Proposed 30mph Speed Limit, Moor Road and Annaghmore Road, Coalisland</b></p> <p>DfI Roads are proposing a 30mph Speed Limit at Moor Road and Annaghmore Road, Coalisland.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: <b>None</b></p> <p>Human: <b>None</b></p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>N/A</p>

<b>4.3</b>	<b><u>Risk Management Implications</u></b>  The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposals submitted by DfI Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<b>Appendix 1</b> Letter from DfI Roads dated 14 <sup>th</sup> March 2018; Proposed 30mph Speed Limit, Moor Road and Annaghmore Road, Coalisland
6.2	<b>Appendix 2</b> Drawing – Proposed 30mph Speed Limit at Moor Road and Annaghmore Road, Coalisland



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## Network Development

Mr A Tohill  
Chief Executive  
Mid Ulster District Council  
Ballyronan  
Magherafelt  
BT45 6EN

County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

14 March 2018

Dear Mr Tohill

### **PROPOSED 30MPH SPEED LIMIT – MOOR ROAD AND ANNAGHMORE ROAD, COALISLAND**

DfI Roads is proposing to introduce a 30mph on Moor Road and Annaghmore Road, Coalisland as detailed on the attached map.

PSNI have been consulted and are in agreement with the proposal.

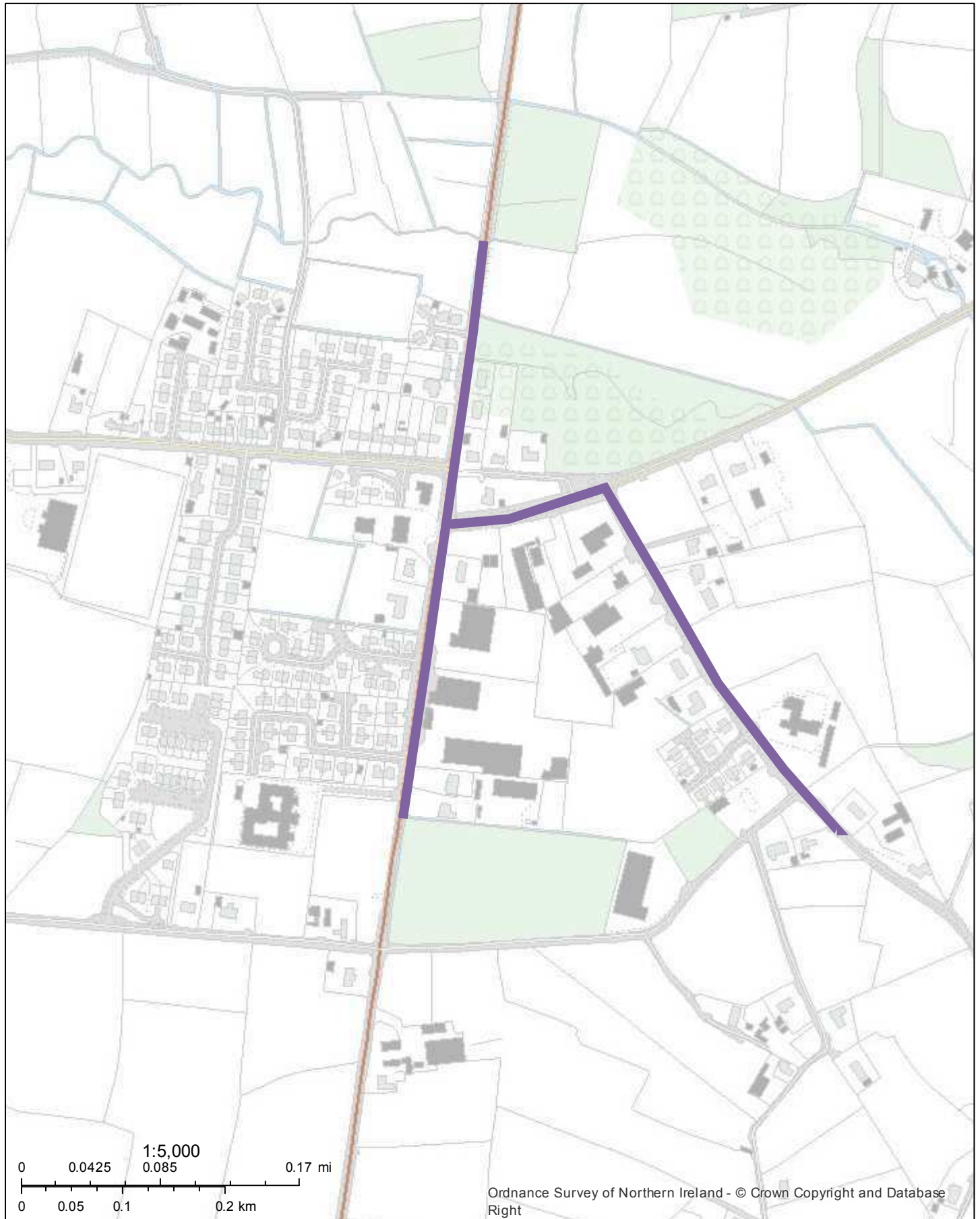
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc

# Moor Rd & Annaghmore Rd - Proposed 30mph speed limit



February 12, 2018

<b>Report on</b>	DfI Roads Proposals to Mid Ulster District Council - Proposed No Waiting At Any Time Restriction – Westland Road, Magherafelt
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to proposals from DfI Roads to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.
<b>2.0</b>	<b>Background</b>
2.1	DfI Roads are consulting the Council with proposals to introduce measures designed to improve network safety, sustainability and efficiency to encourage safe and sustainable travel.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee.</p> <p><b>Proposed No Waiting At Any Time Restriction – Westland Road, Magherafelt</b> DfI Roads are proposing to introduce a No Waiting At Any Time Restriction on Westland Road, Magherafelt.</p> <p>Consultation letter and location map of aforementioned proposals are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p><b>Financial:</b> None</p> <p><b>Human:</b> None</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>N/A</p>

<b>4.3</b>	<b><u>Risk Management Implications</u></b>  The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<b>Appendix 1</b> Letter from DfI Roads dated 15 <sup>th</sup> March 2018; Proposed No Waiting At Any Time Restriction at Westland Road, Magherafelt
6.2	<b>Appendix 2</b> Drawing – Proposed No Waiting At Any Time Restriction at Westland Road, Magherafelt



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## Network Development

Chief Executive  
Mid Ulster District Council  
Ballyronan  
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BT45 6EN

County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

15 March 2018

Dear Mr Tohill

### **PROPOSED NO WAITING AT ANY TIME RESTRICTION – WESTLAND ROAD, MAGHERAFELT**

DfI Roads is proposing to provide a no waiting at any time restriction on Westland Road, Magherafelt, as detailed on the attached map.

PSNI have been consulted and are in agreement with the proposal.

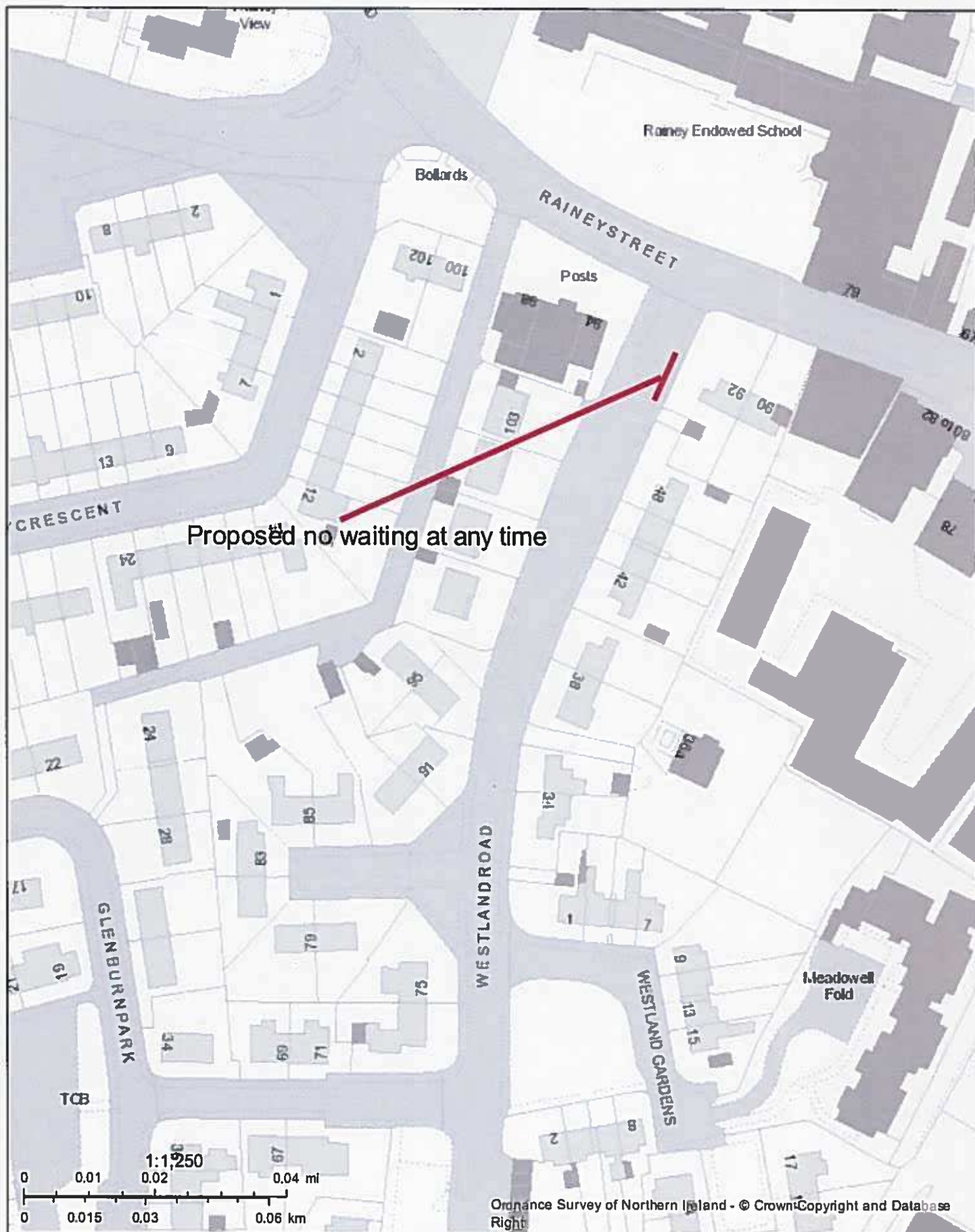
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc

# Proposed No Waiting at any time - Westland Road, Magherafelt



March 15, 2018

<b>Report on</b>	Off Street Car Parking Strategy
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	Andrew Cassells, Director of Environment & Property

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the approval of Members in relation to the implementation of the Strategy and Action Plan for Off Street Car Parking. Members will note that this report was deferred for one month at the March 2018 meeting of the Environment Committee.
<b>2.0</b>	<b>Background</b>
2.1	Members are aware that the Off Street Car Parking function transferred from the then DRD to the 11 District Councils on 1 April 2015. Members will be further aware that this transfer of function was cost neutral i.e.; that the anticipated net income from Off Street Car Parking was reduced ('top sliced') from the Councils grant.
2.2	<p>Mid Ulster District Council operates 23 Off Street Car Parks across the towns and villages of the District as follows;</p> <ul style="list-style-type: none"> <li>➤ Castledawson – 1</li> <li>➤ Clogher - 1</li> <li>➤ Coalisland - 2</li> <li>➤ Cookstown - 4</li> <li>➤ Dungannon - 5</li> <li>➤ Fivemiletown - 2</li> <li>➤ Maghera - 2</li> <li>➤ Magherafelt – 6</li> </ul>
2.3	There are a mixture of free and charged car parks throughout the District with free parking in the majority i.e.; 1,293 free parking spaces and 703 charged spaces. Of the above Off Street Car Parks only seven car parks are currently charged; three in Magherafelt and four in Dungannon.
<b>3.0</b>	<b>Main Report</b>
3.1	The main objective of the Car Parking Strategy (Option 4) is to facilitate accessibility to the retail core of the three main town centres in Mid Ulster; Dungannon, Magherafelt and Cookstown.
3.2	Reasonable charging is a mechanism to deliver this objective in that it will dis-incentivise long stay and all day parking in the prime locations; i.e. those closest to the retail cores of the three town centres and as a consequence ensure a turnover of spaces for shoppers.

3.3	There is no intention to uplift the current standard tariff of 40p per hour which has been held at his level for the last six years.
3.4	The main areas of contention within Option 4 appear to be the proposed introduction of charges in Cookstown at Burn Road and Union Place; Orritor Street and Loy Street would remain free.
3.5	<p><b>Points to note:</b></p> <ul style="list-style-type: none"> <li>➤ Car Parking in Cookstown is not at capacity; there are enough spaces</li> <li>➤ Burn Road and Union Place are the closest car parks to William Street and the retail core</li> <li>➤ Burn Road and Union Place are generally filled with long stay and all day car parkers.</li> <li>➤ Parking charges would be introduced, in Cookstown, on the basis of Pay on Foot not Pay and Display; this has the advantage of not requiring Traffic Attendants for enforcement on the basis of failure to display a valid parking ticket.</li> <li>➤ Pay on Foot ensures that users only pay for what they use.</li> <li>➤ There can be no transfer of tickets with Pay on Foot</li> <li>➤ Promotional Offers (such as the first two hours free) can be facilitated with Pay on Foot; this is not the case with Pay and Display.</li> <li>➤ Burn Road is ideally suited to Pay on Foot and will require very little 'civils' work.</li> <li>➤ Orritor Street and Loy Street can still accommodate long stay and all day parkers at no charge.</li> <li>➤ Private charged car parking already exists in Cookstown, and Magherafelt</li> <li>➤ Any additional income can be reinvested back into the Off Street Car Parks budget; this could include for example winter maintenance.</li> <li>➤ The Net Budgeted Income from Off Street Car parking for 2017/2018 is £188,800.</li> </ul>
3.6	<p><b>Pay on Foot Installation/Conversion Programme</b></p> <ul style="list-style-type: none"> <li>➤ Burn Road, Cookstown      2018/19</li> <li>➤ Union Place, Cookstown    2018/19</li> <li>➤ Central, Magherafelt       2018/19</li> <li>➤ Union Road, Magherafelt    2019/20</li> <li>➤ Scotch Street, Dungannon   2019/20</li> <li>➤ Rainey Street, Magherafelt 2019/20</li> <li>➤ Castle Hill, Dungannon     Future development</li> </ul>
3.7	<p><b>Option 4: Proposed changes;</b></p> <ul style="list-style-type: none"> <li>➤ Burn Road, Cookstown: Introduction of Pay on Foot</li> <li>➤ Union Place, Cookstown: Introduction of Pay on Foot</li> <li>➤ Orritor Street: No change</li> <li>➤ Loy Street: No change</li> <li>➤ Perry Street, Dungannon; conversion of free spaces to charged spaces but retention of Pay and Display</li> <li>➤ Scotch Street, Dungannon; Move to Pay on Foot: retention of free spaces</li> </ul>

3.8

- Castle Hill, Dungannon: No changes planned
- Anne Street East, Dungannon; No changes
- Anne Street West, Dungannon: included in Anne Street development site
- Central, Magherafelt; fully Pay on Foot at the standard tariff level
- Rainey Street, Magherafelt fully Pay on Foot
- Union Road, Magherafelt; reconfiguration to accommodate Pay on Foot, potential loss of some free spaces and an increase in the number of disabled spaces in the remaining Pay & Display section.

3.9

### Consultation

Prior to the opening of the Public Consultation presentations were given to each of the three Town centre Forums.

3.10

### Consultation Responses

The Public Consultation was open for a 12 week period from 06 October 2017 to 29 December 2017. Every Household in the District was made aware of the Consultation. A Consultation Response Questionnaire was provided online for responses. The Consultation was also publicly advertised and received substantial exposure in the local press.

Public Information Sessions were held as follows:

3.11

Cookstown, Burnavon: 27 November 2017  
Dungannon, Ranfurly House: 5 December 2017  
Magherafelt, Council Offices: 12 December 2017

A separate Information Session was held with the Cookstown Chamber of Trade on 29 November 2107 at the Burnavon following a specific request. Each of the sessions was led by Aecom and attended by Council Officers. Two of the sessions (Dungannon & Magherafelt) were dominated by one or two individuals aligned with the campaign for 'Free Parking' within Mid Ulster.

3.12

### Campaign for Free Parking Petition

A petition for Free Parking across all Council Off Street Car Parks was received on 14 December 2017 with a covering letter from a Mr Harry Hutchinson purported to be signed by 3,461 individuals from across the District.

3.13

### Questionnaire Responses

A total of five questionnaires (6.6 refers) were received (three electronically and two by post); not all of the questions were responded to by all of respondents.

A summary of the responses is provided below;

Question	Strongly Agree	Agree	Neither	Disagree	Strongly Disagree	Total
1	2			1	2	5
2		1	3		1	5
4		1		1	2	4

5		1	2		2	5
6	1	1	1		1	4
7a	2	1		1		4
7b		1		1	2	4
7c	1			1	2	4
7d	1	1			2	4
8a	2	1			1	4
8b	1			1	2	4
8c	1	1			2	4
8d	1	1			2	4
9a	1	1			2	4
9b				1	3	4
9c		1			3	4
9d		1			3	4
10	2	1			1	4
11	1	2		1		4
Totals	16	16	6	8	33	79

Question 3 sought views on a range of attributes; these have been summarised for all of the respondents in the table below:

Criteria	Importance
Car Park Layout	5
Parking Space Size	1
Maintained and cleaned	1
Safety including adequate lighting	4
Approach Signage adequate	9
Internal Signage adequate	6
Payment System is easy to use	1
Pay on Foot Operation	7
Cashless parking promoted	7

Three attributes or criteria scored equally in terms of high importance; these were:

Easy to use payment system  
Parking Space Size  
Well maintained and clean car parks

Safety and Layout were not far behind the top three whilst the remainder of Internal Signage, Pay on Foot Operation and Cashless Parking were not deemed to be as important.

The least important criteria was that of Adequate Approach Signage which is probably not that surprising as all of the responders were probably familiar with the car park locations and were not visitors to the district.

With such a small number of responses, which wouldn't be deemed statistically significant it is difficult to draw many conclusions although the respondents in the main do

<p>3.12</p>	<p>appear to be in two fairly evenly distributed ‘camps’; those who agreed and those who disagreed.</p> <p>A representative sample of some of the comments included within the questionnaire responses are given below:</p> <p>“My overview is that parking should be completely free or completely charged through a pay on foot system. Any system should completely do away with the opportunity for abusive and discriminatory behaviour by NSL TAs. They have done untold damage to Magherafelt and Dungannon town Centres for years and Cookstown has benefited commercially from TNI and Mid Ulster Councils decision to continue the discrimination to now. I welcome this consultation but as said before I very much doubt that this council have the guts to impose an equal policy on Cookstown traders. I have no doubt that while the fight to implement some future policy that Magherafelt and Dungannon traders and shoppers will be shouldering the extraction of revenue into council coffers which is what THIS PROPOSAL IS REALLY ALL ABOUT.”</p> <p>“Free car Parking is better for business”</p> <p>“The free car parking model is working well for Cookstown and it is a vibrant shopping town“</p> <p>“I would prefer to have a system were town centre car parks are free for 2-3 hours and then charged after that. This will have the effect of encouraging more people into towns to shop. Further out car parks should be free all day.”</p>
<p>3.13</p>	<p>“Not enough (spaces) for the disabled.”</p> <p><b>Summary of Main Issues</b></p> <p>On the basis of both the public information sessions and the responses received the following are the main issues:</p> <ul style="list-style-type: none"> <li>➤ General acceptance that there is an issue with all day parkers taking up spaces in town centre car parks; however there was no universal view on how this situation could be alleviated</li> <li>➤ A view, not universally shared, that free car parking will attract shoppers and visitors into town centres and that this was a selling point</li> <li>➤ A view that the lack of charging in Cookstown was perceived as an inequality for Dungannon and Magherafelt; that charging should be applied equally in all three towns or none</li> </ul>
<p>3.14</p>	<ul style="list-style-type: none"> <li>➤ A misconception that the Council actually “profits” from off street car parking</li> </ul>
<p>3.15</p>	<p>The Council had formally approved the Public Consultation on the basis of Option 4 as set out in the Aecom Report and as summarised in the Environment Committee Report of 3 July 2017 (as attached).</p> <p>Following the Public Consultation it is recommended that Option 4 is implemented as detailed at 3.6 above with the following caveats:</p> <ul style="list-style-type: none"> <li>➤ That where an off street car park is changed from having no charges to being a charged car park operated under the Pay on Foot model that the first two hours</li> </ul>

3.16	<p>are free for an initial period of one year, subject to review. (The £1 for three hours tariff would not operate in Pay on Foot Car Parks during this period)</p> <ul style="list-style-type: none"> <li>➤ That the proportion of free to charged spaces within the Council operated Off Street Car Parks in the three main towns is maintained at broadly similar levels for each town.</li> </ul> <p><b>Parking Usage and Duration Surveys – February 2018</b></p> <p>The attached (6.7) Technical Note prepared by Aecom includes information on the three sets of Usage Surveys carried out in September 2016, February 2017 and latterly February 2018 across the Council operated Off Street Car Parks in the three main town centres.</p> <p>Summary of Results:</p> <p>Dungannon</p> <ul style="list-style-type: none"> <li>➤ Static Levels of demand on the charged sites and increasing demand for the free sites</li> <li>➤ Overall demand has increased</li> <li>➤ Occupancy of the free car parks has increased: now considered to be at capacity</li> <li>➤ Marginally increase in long stay parking in charged sites</li> <li>➤ Noticeable increase in long stay parking in free sites</li> <li>➤ c65% of capacity is taken up</li> <li>➤ Long stay parking represents two thirds of demand; up 15%</li> <li>➤ 38% of total spaces used for long stay</li> </ul> <p>Cookstown</p> <ul style="list-style-type: none"> <li>➤ Generally static levels of demand: 75-80% of capacity</li> <li>➤ Slight drop in overall demand between Feb 2017 and Feb 2018</li> <li>➤ Proportion of long stay increased from 60% to nearly 70%</li> <li>➤ 47% of total spaces used for long stay</li> </ul> <p>Magherafelt</p> <ul style="list-style-type: none"> <li>➤ Generally static levels of demand taking up 60% of available capacity</li> <li>➤ Slight drop in overall demand between Feb 2017 and Feb 2018</li> <li>➤ Long stay parking constant at 40-50% of overall demand</li> <li>➤ 24% of total spaces used for long stay</li> </ul>
4.0	<b>Other Considerations</b>
4.1	<p><b>Financial &amp; Human Resources Implications</b></p> <p>Financial: In the first instance it is anticipated that any additional income from the introduction of Pay on Foot as the preferred modus operandi will be used to service the capital cost of the conversion from Pay and Display to Pay on Foot. Members will appreciate that now the Revenue Estimates have been set that this inhibits the ability to reduce the net income from Car Parking without impacting on other services. In fact the Revenue Estimates includes an uplift in the net Car Parking Budget of some £60,000 for 2018/2019. This estimate is based on an additional £20k from aligning the charges at the Central Car Park in Magherafelt, an additional £10k from revamping the £1 for 5 hours tariff to £1 for 3 hours for the Pay &amp; Display and an additional net £30k from the introduction of charges into Cookstown.</p>

	Human: Significant Officer time in the implementation of the Strategy an associated Action Plan
<b>4.2</b>	<b>Equality and Good Relations Implications</b>  The introduction of Car Parking charges to Cookstown would provide equity across the three main towns in Mid Ulster. Increasing the number of disabled spaces within the Council controlled Off Street Car Parks will assist in meeting the objectives of Development Control Advice Note (DCAN) 11 "Access for All".
<b>4.3</b>	<b>Risk Management Implications</b>  The main risks associated with the implementation of the Off Street Car parking Strategy are associated with realising the potential of our Towns and Villages by improving accessibility for residents and visitors. A secondary risk would be whether the Council's Revenue Budget aspirations will be realised as noted.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Committee recommends to Council that Option 4 as set out in the Mid Ulster Parking Strategy be adopted and that the proposed changes as detailed in 3.7 are progressed in line with the Pay on Foot implementation programme as detailed at 3.8.
5.2	That in line with 5.1 above the Committee recommends to Council that where an Off Street Car Park is changed from having no charges applied to being a charged car park operated under the Pay on Foot model that the first two hours are free for an initial period of one year, subject to review.
5.3	That the Off Street Car Parking Administrative Order is duly amended in line with Recommendation 5.1 and the detail contained within this report and subsequently referred to the Policy and Resources Committee for adoption.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Mid Ulster Car Parking Strategy and Action Plan; Report by AECOM (attached)  Background Reports
6.2	Report to Environment Committee 11 October 2016
6.3	Report to Environment Committee 8 November 2016
6.4	Report to Environment Committee 14 February 2017
6.5	Report to Environment Committee 3 July 2017 (attached)
6.6	Consultation Response Questionnaire (attached)
6.7	Parking Usage and Duration Surveys – February 2018 (attached)



# Mid Ulster Parking Strategy and Action Plan

Project Number: 60520722

27 April 2017

**DRAFT****Quality information****Prepared by**

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**Revision History**

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# 1. Introduction

## 1.1 Background

AECOM have been appointed by Mid Ulster District Council to develop an off street car parking strategy and action plan which will apply to eight towns and villages within the District. An important strand of this is to ensure the appropriate provision and location of off street car parking in the Mid Ulster District Council area; this includes Castledawson, Clogher, Coalisland, Cookstown, Dungannon, Fivemiletown, Maghera and Magherafelt.

Mid Ulster District Council was formed on the 1 April 2015 and assumed responsibility for the former Cookstown, Dungannon & South Tyrone and Magherafelt Councils. As a result of Local Government Reform the Department for Infrastructure (DfI previously DRD Roads Service) transferred all its off-street car parks (excluding Park and Ride/Park and Share) to local councils on 1 April 2015. The Council is therefore now responsible for the operation of the 23 car parks previously operated by the DfI.

The purpose of the Parking Strategy is to address the overall requirement for car parking within the District in terms of availability, accessibility and convenience. Furthermore the Strategy will take account of the performance of the district's principle settlements i.e. Cookstown, Dungannon and Magherafelt as places to work, visit and invest.

The key focus of the Strategy will evaluate and assess alternative options for consistent car parking operation throughout the District as currently there are varying tariffs and operational policies in each town and village.

## 1.2 Parking Strategy Stages

This strategy has been developed by following 4 stages:

- Stage 1 – Preparation and Information Gathering;
- Stage 2 – Analysis and Assessment;
- Stage 3 – Strategy Development; and
- Stage 4 – Develop the Action Plan

This strategy and action plan have been developed following completion of Stages 1 and 2 which considered the existing baseline conditions in terms of car parking provision / policies and assessment and review of usage, operation, tariffs etc. This also outlined examples of best practice in management and operation and any current or future car parking needs.

These preliminary stages also included consultation with a number of key stakeholders including Transport NI (within DfI) and Translink, but mainly via presentations to and discussions with the following groups during March 2017:

- Cookstown Town Centre Forum (7th March);
- Dungannon Regeneration Partnership (10th March); and
- Magherafelt Town Centre Partnership (29th March).

## 2. Baseline Review & Consultation

This chapter provides an overview of the findings of the Stage 1 and 2 studies for Mid Ulster. It also gives an overview of the consultations undertaken with a number of key stakeholders that has happened as part of Stages 1 and 2.

### 2.1 Existing Car Park Provision

Mid Ulster District Council operates 23 off street car parks in the following towns and villages throughout the District:

- Castledawson – 1 car park;
- Clogher – 1 car park;
- Coalisland – 2 car parks;
- Cookstown – 4 car parks;
- Dungannon – 5 car parks;
- Fivemiletown – 2 car parks;
- Maghera – 2 car parks; and
- Magherafelt – 6 car parks.

There is a mixture of free and charged car parks throughout the District with free parking in the majority i.e. 1,293 free parking spaces and 703 charged spaces. The Council-operated off street parking is free in all towns and villages except for Dungannon and Magherafelt, where there are some charged sites.

The current parking provision in Dungannon, Cookstown and Magherafelt is shown in **Figures 1 – 3** respectively.

Car parking charges are consistent across the Council area, however a different tariff regime is in place at Central car park in Magherafelt. Generally the tariff across the majority of charged Council car parks is set at 40p per hour, however a special rate of £1.00 for up to 5 hours is available. Central car park in Magherafelt is subject to an alternative parking tariff of 40p for each three hour period.

Disabled parking provision varies across car parks with some locations providing no specifically marked disabled parking provision. Three percent of the current off street parking provision is designated for disabled users.

An audit was completed of each of the Council controlled car parks and it was noted that there was a generally good standard in terms of surfacing, lighting and space size. However all of the car parks were found to lack dedicated CCTV, with some not having gates / barriers and / or appropriate signage. It was also noted that the majority of car parks included servicing or private accesses for businesses and residences.

In relation to car ownership, all areas within Mid Ulster display similar levels of car ownership with nominal differences noted between Cookstown, Dungannon and Magherafelt. The District generally displays higher levels of car ownership in comparison with Northern Ireland; especially in terms of multiple cars per household. Between 60% and 61% of the working population travel to work by car compared to 58% in Northern Ireland. All other methods of travelling to work are comparable to the Northern Ireland figures with the exception of travelling by bus which is low within the Mid Ulster District.

### 2.2 Policy Review

There are a series of documents that set the scene for transport policy in Northern Ireland, and within these documents numerous specific parking policies are considered relevant when developing a parking strategy, including:

- Strategic Planning Policy Statement for Northern Ireland (SPPS);

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- PPS3 – Access, Movement and Parking;
- PPS13 – Transportation and Land-Use;
- Regional Development Strategy (RDS);
- Regional Transport Strategy (RTS);
- Sub-Regional Transport Strategy (SRTTP);
- Cookstown Area Plan;
- Dungannon and South Tyrone Area Plan;
- Magherafelt Area Plan; and
- Mid Ulster Local Development Plan 2030 – Preferred Options Paper.

These policies suggest that the development of a parking strategy for the District should be based on applying demand management interventions that better manage the existing car parking provision and tackle the congestion experienced in the towns during peak times.

On street parking provision and illegal parking are issues within the District and the parking strategy should seek to tackle peak hour car use with promotion of alternative sustainable modes, whilst still providing for car journeys outside peak periods.

The existing area plans identify car parks that are considered key to the success of maintaining the vitality and viability of the market town centres with policies in place to retain those identified. Future development proposals should be considered accordingly in order to prevent the loss of spaces at the identified locations.

Wider regional policies i.e. RDS, RTS, SRTTP and SPPS discuss demand management, the importance of economic activity and growth to the success of hubs and clusters i.e. towns such as Cookstown, Dungannon and Magherafelt. The area plans for these three towns have been prepared in the context of the Regional Development Strategy and the Regional Transportation Strategy which promote the shared vision of a “modern, sustainable and safe transportation system which benefits society, the economy and the environment and which actively contributes to social inclusion and everyone’s quality of life”.

## 2.3 Assessment of Usage

There is a need to assess the turnover within the off street car parks controlled by the Council in order to further understand the characteristics of each individual town and village. AECOM carried out surveys at the car parks during September 2016 and February 2017.

There are four free of charge off street car parks available in Cookstown, each with occupancies of 50% or more. The Orritor Street and Burn Road car parks are typically full, with the other two car parks around two thirds full. Overall, around 80 – 85% of Council owned spaces are occupied at any one time. All day parking rates appear to be between 20 – 60% in the four car parks.

Dungannon has seven car parks, four of which are charged. Occupancies at the individual car parks range between 20 – 60%, although the Perry Street East and Anne Street West (free) car parks were recorded as being full. Overall, around 55 – 65% of Council owned spaces are occupied at any one time. All day parking rates appear to be between 20 – 70% in the seven car parks.

Magherafelt has four car parks, two of which are a mix of free and charged spaces and the remaining two are charged spaces. Occupancies at the individual car parks range between 40 – 110%. The King Street, Central and Union Road car parks are typically near to capacity or full. Overall, around 65 – 75% of Council owned spaces are occupied at any one time. All day parking rates appear to be between 10 – 70% in the four car parks.

Most of the private car parks that are available in Cookstown, Dungannon and Magherafelt appear to be in reasonably high demand from the occupancy levels recorded during the surveys. For example the Supervalu car park in Cookstown showed 98% occupancy, and the two charged car parks on either side of Meeting Street in

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Magherafelt showed occupancies of 80-90%. In Dungannon the Lidl/Argos car park was 80% full. The majority of the private car parks are associated with retail offerings within each town.

The surveys have shown that the most popular car parks in the three main towns of Cookstown, Dungannon and Magherafelt, based on occupancy levels are:

- Burn Road, Cookstown;
- Union Place, Cookstown;
- Anne Street West, Dungannon;
- Perry Street East, Dungannon;
- Central, Magherafelt;
- King Street, Magherafelt; and
- Union Road, Magherafelt.

It was also noted that parking volumes recorded in the February 2017 fieldwork in Cookstown, Dungannon and Magherafelt were slightly higher than those recorded in September 2016. In particular, parking volumes in Magherafelt had increased and this is worthy of note as the A31 Magherafelt Bypass opened in October 2016. Despite the Bypass opening and reducing traffic volumes in the town centre, this does not seem to have discouraged people from coming into the town and parking.

The car parks in the smaller towns and villages are generally well utilised with occupancy levels typically around 50% although the Cornmill/Lineside car park in Coalisland is approaching capacity.

It was noted that there was reasonable use of the charged car parks within the District, which suggests that tariff costs are not the primary concern for users and that convenience and location are the key considerations for those wishing to park.

A review of the parking tariffs in similar locations was carried out and it was found that the tariffs in Mid Ulster are comparable with other towns in Northern Ireland. Some of the other councils also offer a special tariff of £1 for 5 hours of parking. Both Coleraine and Omagh have varying tariffs depending on car park location and the proximity to amenities, with a slightly higher tariff of 50p per hour in some car parks.

In similar towns in the Republic of Ireland such as Clonmel, Athlone and Carlow, tariffs are higher in comparison to the Mid Ulster District i.e. equivalent to £1 per hour (more than double the price). Furthermore, maximum stay restrictions in the Council owned car parks in these towns range from a 2 to 4 hour maximum stay, these being implemented in order to encourage increased space turnover.

It was noted that some of the Council's car parks operate with an informal layout i.e. no marked spaces which can lend itself to untidy parking. This is apparent at Anne Street West in Dungannon which is designated as having 25 spaces but yet surveys showed in excess of 60 vehicles parked at one time due to the informal layout.

## 2.4 Current Management and Operational Strategies

Mid Ulster District Council has entered into an agency agreement with DfI Transport NI for the management of their car parks. In turn, Transport NI employ NSL through a contract to carry out the majority of the management, monitoring and enforcement functions associated with the off street parking charging regime.

Under the agency agreement, Transport NI continue to process the Parking Control Notices (PCNs) which are issued by NSL traffic attendants.

Financial data for a number of years was supplied by Mid Ulster Council. This detailed both revenue and expenditure. It is apparent that the charged parking regime currently has a revenue to cost ratio of around 4 to 1. The number of Penalty Charge Notices that are issued also cover the administration costs associated with enforcement.

When the car parks are examined on an individual basis in tandem with the usage data collected by AECOM in September 2016 and February 2017, calculations have shown that revenues per space per hour per day ranges

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between 7 pence to 20 pence per space, per car park. This is compared to a tariff of 40 pence per hour (standard) or 20 pence per hour if the £1 for 5 hours offer is used.

It is evident that some of the busier car parks subsidise the less busy sites. Also, the lower tariff at Central car park in Magherafelt can be seen to encourage high occupancies by all day parkers.

There is no discernible difference between the amount of morning only and afternoon only parkers. In other words the data does not particularly suggest that the morning is busier than the afternoon and vice versa.

The number of PCNs issued at the Rainey St car park in Magherafelt is more than double the number at any of the other six car parks. Rainey St appears to be the busiest car park however the high number of PCNs may be related to very short stay parking where a fee is not paid, and/or the amount of vehicle servicing within the environs of the car park.

Other than the issues at Rainey St, the level of PCNs issued and therefore enforcement currently appears to be commensurate.

Furthermore it can be concluded that reducing the number of patrols from three to two per day, which commenced on 1 October 2016, did not seem to have had a detrimental effect on the number of PCNs issued and appears to be a more efficient means of carrying out enforcement.

## 2.5 Best Practice in Management and Operation

A review of best practice was carried out which considered how car parks should be designed in terms of layout, signage, lighting, security and access.

In overall terms, this review highlighted the following key features which could be considered applicable in developing the parking strategy:

- Ease of use in relation to payment options where applicable;
- Improved signage would aid in the redistribution of vehicles wishing to park and provide variance in preferred location;
- Improving access for pedestrians and those with mobility issues will improve the attractiveness of some car parks;
- The perception of safety in car parks is vital for continued use therefore creating defined areas with perimeter fencing, CCTV and improving the feeling of isolation at some car park locations could increase occupancy; and
- The setting of parking tariffs can be set to influence parking activity including the level of usage, and hence the traffic generated, the type of user and also length of stay i.e. space turnover and therefore increase revenue. Comparable tariffs outlined from surrounding facilities and towns are also important to consider in order to improve usage.

A key consideration in the parking strategy will be achieving parity in terms of parking charges across the council area. This needs to be carefully developed to achieve the best solution going forward.

Similarly the associated action plan will ensure that specific actions are developed for a range of stakeholders. This will ensure that clear lines of responsibility are developed and defined, maximising the potential for delivery of the respective actions.

## 2.6 Current and Future Parking Needs

It is important that consideration is given to how parking needs will change in the near future. The brief requested that both current and future needs and demand are considered. For the purposes of this study, this is for the next 5-10 years.

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In light of the usage data collected by AECOM, an exercise was carried out to determine the overall level of parking demand and how this would compare with parking supply (both council and privately owned) in the future within Cookstown, Dungannon and Magherafelt.

Indicative demand forecasts were produced for 2021 and 2026, based on nominal growth rates of 1% and 5% per annum. The estimates suggested that with these growth rates there would be sufficient capacity in terms of the overall parking supply at 2021. At 2026 however, demand would be approaching capacity in the three main towns.

## 2.7 Consultation

As discussed earlier, the development of the strategy has included consultation with a number of key stakeholders. As parking within the three main towns in Mid Ulster is considered to be a key aspect of the strategy, discussions were held with respective town centre forums and partnerships during March 2017. These discussions comprised a presentation by AECOM on the findings to date, followed by round table discussions on parking issues and potential approaches to the strategy.

### **Cookstown Town Centre Forum**

As expected, the primary discussion point in relation to Cookstown was the fact that the Council owned car parks were currently free to use whereas in Dungannon and Magherafelt there was a mixture of charged and free parking. It was also the only town out of 29 towns in Northern Ireland without such charges.

Naturally there was some hesitancy about the introduction of charges as potential intervention, although it was acknowledged that the surveys had shown that the Council's car parks in Cookstown were operating near to capacity and with a large proportion of all day parkers, which would limit growth in the near future.

The need for consistency in parking provision and tariffs within the District was discussed, and issues were noted with excessive demand for on-street provision in some locations. Concerns were raised that the introduction of charging could cause relocation of parking to adjacent residential side streets or nearby retail parks. This was acknowledged, however it was noted that the retail parks would be likely to react to this behaviour by introducing their own time restrictions or charging (if they did not have them already). The point was made that in relation to parking, location is key rather than the tariffs themselves. Cookstown has a good retail offer which is considered to be the main reason for its popularity; not the lack of parking charges.

There was also the need to support smaller, independent retailers, and parking should facilitate this through encouraging availability and turnover of parking spaces in the most desirable areas. The need for enforcement was discussed and this was largely associated with the current parking model (Pay & Display) which requires the associated enforcement.

The Union Place car park was also discussed and it was noted that ongoing agreements were apparently in place in relation to its use. This would require further investigation with local representatives in due course.

A separate discussion was held regarding Cookstown Market and the owner of the Market Charter, which is a document that dates back to the 1600s and relates to where the Saturday market in Cookstown can take place. It was noted that there are issues on Saturday mornings with traders who park to set-up their stalls next to the market on William Street / James Street but then remain parked there for the rest of the day as no enforcement takes place that day. This is unsightly and means there are fewer on-street spaces for others that day, and is something that could be addressed as part of the parking strategy.

### **Dungannon Regeneration Partnership**

The discussions in Dungannon primarily focused on the duration currently allowed for on-street parking, even though this was developed to encourage space turnover. Some participants felt that it was punitive to give parking tickets for people who had run over time for genuine reasons, and if there was a way to address this it would be welcomed.

It was considered that there was a need to facilitate workers who park, however it was acknowledged that a previous pilot of making the Castle Hill car park free had been unsuccessful as it simply became full with all day parkers. Some issues with car park access were discussed and it was noted that Dungannon town centre's topography can cause some users to want to park as close to shops as possible.

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There was an aspiration for parity in terms of parking price with the other large Mid Ulster towns, however there was also a general consensus that the overall parking offer appeared to work reasonably well and did not require significant intervention.

### Magherafelt Town Centre Partnership

On-street parking issues were also noted in Magherafelt in some isolated locations. There was also a balance needed to ensure that parking for work was maintained. It was also noted that the recent implementation of the bypass had freed up traffic congestion and did not appear to have reduced off-street parking volumes.

Consistency in relation to parking price between the large towns was again mentioned. It was also noted that disabled provision should be examined in terms of the number of disabled bays within car parks and their location. There was also a desire to ensure that provision both on and off street would set a high standard for others to follow.

### Transport NI

Discussion with Transport NI, who are responsible for on-street provision, noted that occupancies were generally high although there is currently not any form of on-street monitoring going on to determine accurate levels of demand. If all of the on-street spaces were used, people could move on to the off-street sites.

It was noted that the recent public realm schemes have changed the level of on-street parking in the three main towns. There were not any plans to change the current provision within the District although some minor changes such as extension to yellow lines or new disabled bays are under consideration in certain locations.

### Translink

Translink operate a number of services throughout the District. They also provide a number of Park & Ride car parks. Those in Dungannon (at the bus station – 80 spaces), Craigadick (located on the intersection between the A6 and A29 south of Maghera – 128 spaces) and at Castledawson Roundabout (80 spaces) appear to be very well used, with the Castledawson Roundabout site due to be enlarged shortly. Other sites such as the recently opened Tamnamore (317 spaces) and Ballygawley (184 spaces) are typically around a third full.

A small amount of dedicated parking was provided at the bus station in Cookstown and in Magherafelt customers could use the adjacent Union Road car park. It was not felt that there were a large number of people parking in Union Road to use bus services however. In the smaller towns and villages such as Clogher and Fivemiletown, it was not considered that park and ride volumes were significant at the moment.

An issue was identified just north of the M1 J15 Stangmore Roundabout on the A29 Moy Road, with lots of layby parking seen on either sides of the carriageway, although it was not known if this was a significant number of park and ride/share users or if the parking was associated with nearby businesses located on that stretch of road. If some of these users are park and ride then a more suitable location for them to park may be at Tamnamore further east.

## **3. Parking Control Options**

### **3.1 Overview**

As a result of discussions with client and key stakeholders, it was considered valuable to set out a number of options for how the parking strategy could potentially be developed; the key focus being the towns of Magherafelt, Cookstown and Dungannon.

It is important to note that these options consider approaches to parking charging and timing restrictions in relation to the Council's car parks. Charging for parking represents a key management approach to influencing where people park and for how long.

Given the outcomes of Stage 2, the provision of additional or reduced parking supply has not been considered at this juncture. It is considered that the private sector will take the lead on providing increased parking supply, mainly associated with development or as the market dictates in the future.

These strategy options are set out in Table 1. There are eight options presented, and in general they progress upwards in terms of the level of intervention to the level of paid/restricted parking.

The options are:

1. Doing Nothing
2. Making all car parks free
3. Make all car parks have between the first 1 – 3 hours free
4. Bring in charging in all three towns, but not at all sites
5. Bring in charging in all three towns, at all sites
6. Make all day tariffs comparably cheaper than short stay tariffs
7. Make short stay tariffs comparably cheaper than all day tariffs
8. Rearrange parking tariffs to provide a stronger link between location and price

**DRAFT****Table 1 - Options**

<b>No.</b>	<b>Option</b>	<b>Explanation</b>	<b>Pros</b>	<b>Cons</b>
<b>1</b>	<b>Do Nothing</b>	<b>Leave car parks as they are i.e. mix of paid/free in Magherafelt and Dungannon, all free in Cookstown</b>	<ul style="list-style-type: none"> <li>No change for customers to have to deal with</li> <li>Current arrangement is understood</li> <li>May be positively received locally</li> </ul>	<ul style="list-style-type: none"> <li>Issues apparent in Cookstown with capacity</li> <li>Disparity between Cookstown and the other two towns</li> <li>Can only influence some of behaviour</li> <li>Parking not performing as well as it could</li> <li>Not in line with Council's Corporate Objectives</li> </ul>
<b>2</b>	<b>Make all car parks free</b>	<b>Make all car parks in the three towns free</b>	<ul style="list-style-type: none"> <li>Makes all parking 'fair' across the District</li> <li>Removes negative perception of enforcement, although some enforcement still required</li> </ul>	<ul style="list-style-type: none"> <li>No revenue generated to cover running costs, maintenance or legislation</li> <li>Impacts on Council budgets</li> <li>No control over duration of stay</li> <li>No ability to control demand; extra free provision may be required in the future yet with no revenue to cover it</li> <li>Associated congestion, pollution implications</li> <li>Previous pilots of making car parks free have not been successful; e.g. Castle Hill in Dungannon was full of all day parkers with no free spaces</li> </ul>
<b>3</b>	<b>1, 2 or 3 hours free in car parks</b>	<b>Make all paid car parks have a 1-3 hour free period to encourage short stay parking</b>	<ul style="list-style-type: none"> <li>Perception that it could encourage retail trips which are generally of this duration</li> <li>Reduce perception of over-zealous enforcement</li> <li>May encourage overall space turnover</li> </ul>	<ul style="list-style-type: none"> <li>All day parkers pay, whereas short duration do not – issue of fairness as the former are mainly town workers</li> <li>Difficulties with enforcement and proving that driver has definitely stayed over the period stated without paying</li> <li>Impacts on Council budgets</li> <li>Raises questions about how payment would work beyond this period, e.g. how would people know that they would need to stay over the time?</li> <li>Points towards an expensive technological solution which would probably not be balanced by reduced revenues arising from free 1-3 hour parking.</li> <li>The surveys show that some car parks already perform a key 'short stay' function, they have good utilisation yet they are charged sites, so questionable as to why this should be removed</li> <li>The 'free' period may discourage people from shopping/staying for any longer</li> </ul>
<b>4</b>	<b>Charging in all towns (portion)</b>	<b>Implement some charging in Cookstown to make it comparable with current provision in Magherafelt and Dungannon</b>	<ul style="list-style-type: none"> <li>Would ensure parity between towns in the District</li> <li>May encourage space turnover in Cookstown</li> <li>Enables management of demand in Cookstown</li> <li>Also enables management of location i.e. shorter stay in locations closest to key attractions in Cookstown</li> <li>Introduces the concept of usage and payment within Cookstown, providing a revenue stream that is currently absent</li> <li>Encourages 'fair' behaviour, links usage with payment i.e. no usage, no payment</li> <li>Could encourage consideration of alternative transport modes in Cookstown</li> </ul>	<ul style="list-style-type: none"> <li>Potential for overspill into adjacent streets in Cookstown</li> <li>Perception that parking is 'not broken' in Cookstown, so why intervene, even though occupancies are high</li> <li>The remaining free sites in each town are likely to remain full</li> </ul>

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No.	Option	Explanation	Pros	Cons
5	<b>Charging in all towns (all sites)</b>	<b>Make all council car parks charged in all three towns</b>	<ul style="list-style-type: none"> <li>Ensures a completely consistent provision across the towns in the District</li> <li>Consistent pricing and enforcement</li> <li>Provides better management of demand overall within towns</li> <li>Provides a revenue stream to reflect usage of <u>all</u> car parks</li> <li>Could encourage consideration of alternative transport modes in the towns, depending on tariffs</li> </ul>	<ul style="list-style-type: none"> <li>Likely to be negatively received and opposed at the moment</li> <li>Perception that could cause more issues than it solves at the moment</li> <li>Could cause overspill onto adjacent streets</li> <li>Additional parking equipment and enforcement would be required</li> </ul>
6	<b>All day cheaper than short stay tariffs</b>	<b>Make it comparably cheaper to park all day than it is to park short stay</b>	<ul style="list-style-type: none"> <li>Ensures that workers (who would generally park all day) pay less 'per hour' than short stay e.g. shoppers, appointments</li> <li>Prioritise provision towards all day parkers e.g. town workers</li> <li>May be possible to allocate permits/badges to bona fide local workers to benefit from lower parking rates</li> </ul>	<ul style="list-style-type: none"> <li>May need to allocate certain car parks accordingly</li> <li>Could be used by non-workers to park all day for a low price, which is not the intention</li> <li>Could detract from attractiveness of towns for short stay parking</li> <li>May result in a high degree of all day parking, leaving fewer opportunities for short stay</li> <li>Could lower revenues as fewer parking acts for shorter durations</li> </ul>
7	<b>All day more expensive than short stay tariffs</b>	<b>Make it comparably cheaper to park for short durations than all day</b>	<ul style="list-style-type: none"> <li>Ensures that short stay parking acts pay 'less per hour' than all day parking acts</li> <li>Prioritises provision towards short stay parkers e.g. shoppers</li> <li>Could reduce the extent of all day parkers, thereby increasing turnover</li> </ul>	<ul style="list-style-type: none"> <li>Could be viewed negatively by local businesses/employees</li> <li>May be difficult to allocate car parks accordingly</li> <li>Some users could park all day but just pay for two 'short stay' tickets one after the other</li> <li>Could reduce space for all day parking</li> <li>Could lower revenues as fewer parking acts for longer durations</li> </ul>
8	<b>Rearrangement of parking according to location</b>	<b>Maintain current arrangement, except introduce some charges to Cookstown. Generally make the most desirable car parks paid, and further out free/cheaper</b>	<ul style="list-style-type: none"> <li>Ensures that short stay acts occur closest to key attractors, long stay acts are further out</li> <li>Provides a better match between price and desirability</li> <li>Improves turnover in key sites</li> <li>Reduces unsightly swathes of cars parked all day in key locations</li> </ul>	<ul style="list-style-type: none"> <li>Deciding on which sites should be treated differently could be difficult or contentious</li> <li>Individual town layouts may not be conducive to this approach; there could be local issues</li> <li>Need to introduce a second set of tariffs</li> </ul>

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## 3.2 Consideration of Parking Control Options

In relation to the first option, doing nothing, this option is not considered feasible, primarily because of the evident capacity issues in Cookstown and the need for consistency in approach across the District. Whilst users would not have to accommodate any changes in a 'Do Nothing' scenario, user inertia is not considered a significant enough reason for inaction.

Similarly, making all of the car parks free which is the second option, which might appear 'fair' across the towns would actually create inequalities amongst people who were unable to find a space and those who could, simply because they arrived first. This would remove any revenue and influence over parking and has been tried and tested before and found to be unworkable. It would also have a significant impact on Council budgets.

There would be inherent difficulties with allowing between one to three hours free within the car parks. Whilst it could encourage usage for short term parking, it would be difficult to monitor and could be open to abuse and would reduce revenues significantly.

Implementing charging in some or all of the car parks in the towns (options 4 and 5 respectively) would provide greater control over parking acts, enable better management of the car parks and facilitate ongoing monitoring. There is a need to rearrange park acts by location in order to make the towns function better, and charging is the most appropriate mechanism for doing this.

Whilst there is potential for overspill onto adjacent streets, this is likely to reduce in future as users would prefer to park in a car park. The main benefits would likely be increased turnover, management and parity between the towns. It would also provide a link between parking use and payment.

Charging at all sites would likely be negatively perceived, particularly in Cookstown, so it is suggested that partial charging could be implemented initially. This would provide the benefits listed above without a significant level of expenditure (P&D machines, signage and enforcement costs).

Options six and seven consider variable tariffs to prioritise long or short stay parking respectively. This is considered potentially viable in the long term, although more work would be needed to understand user needs more fully. Either of these options could inadvertently discourage some types of parking which could have an overall negative impact on how the towns perform. At this moment in time it is not recommended that tariffs are adjusted to reflect user type.

The final option proposes a rearrangement of parking according to location, with the most desirable locations again costing the most. This is also theoretically viable, however the three town centres are geographically compact so it may be difficult to allocate car parks appropriately. In other words, the car parks in some towns are all located within a similar distance of the centre of the town. However, this may be an option for the future.

## 3.3 Conclusion

Taking all of these options into account, it is concluded that the introduction of charging in Cookstown to ensure parity with the other two towns is of critical importance. More control of parking acts is also considered necessary in some of the other existing car parks in Dungannon and Magherafelt.

This approach will provide greater control over parking acts, enable better management of the car parks and facilitate ongoing monitoring. There is a need to rearrange park acts by location in order to make the towns function better, and charging is the most appropriate mechanism for doing this.

It is also considered necessary to then review how parking should perform in each town, and this is discussed in the next chapter.

## 4. Strategy Actions

### 4.1 Introduction

This chapter firstly sets out the objectives for the parking strategy. It then sets out the rationale for the individual actions for the parking strategy. Initially, actions for Mid Ulster District Council are considered. It then moves on to consider actions that could be completed by other parties such as Transport NI, Translink and other car park operators.

The Action Plan is also provided at the end of this chapter. It lists the individual actions, timescales and the stakeholders involved.

### 4.2 Objectives

In conjunction with the Council, a set of objectives for the parking strategy have been developed. These primarily consider the Council's economic, social and environmental objectives and include consideration of the issues identified in Mid Ulster during the Stage 1 and 2 assessments.

The objectives for the Mid Ulster Parking Strategy are as follows:

1. Ensuring a consistency of approach to parking across the District
2. Providing an appropriate level of parking to support economic vitality
3. Ensuring that parking takes place in appropriate locations
4. Minimising the potentially negative impacts of parking on residential communities
5. Providing high quality parking and information, ideally through technology
6. Providing parking for all types of users

### 4.3 Actions for Mid Ulster District Council

#### 4.3.1 Car Park Features

This study has shown that there are a number of car parks that perform different functions to others and there are some key features that should be considered in order to ensure that the car parks are fit for purpose.

As such it is recommended that the Council review each of their car parks in respect of ensuring that:

- the car park layouts are adequate for vehicles to circulate;
- parking space size is appropriate;
- car parks are regularly maintained and cleaned;
- safety for users for addressed i.e. no unobstructed views, adequate lighting etc;
- there is adequate signage on approach to the car parks to reduce unnecessary circulation;
- internal signage is appropriate;
- payment systems (where applicable) are easy to use;
- operation through 'pay on foot' (i.e. barriers) should be implemented where possible; and that
- cashless parking is promoted.

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There are two nationally recognised car park accreditation 'standards' which can be sought to reflect high quality in provision. The first is the 'Park Mark' standard which examines how car parks can be improved to reduce crime and the fear of crime, and how provision can be improved for disabled users and parents with children, including increasing the number of dedicated spaces set aside for disabled users and families.

The second is the Disabled Parking Accreditation (DPA). The DPA focuses on improving the personal mobility of disabled motorists and recognises off-street parking facilities which are more accessible to disabled people.

It is noted that the Meadowlane car park in Magherafelt has already met both the Park Mark standard and the DPA. It is recommended that the Council investigates the process and investment required to achieve these two standards for their car parks.

#### 4.3.2 Parking Demand and Supply

It is important to assess the level of parking demand on a regular basis. Demand ebbs and flows throughout the year, so it is important to monitor at comparable times each year to identify trends. This monitoring should record occupancy and duration of stay on weekdays in the first instance, with data also recorded on Saturday if necessary.

The increase of parking supply is not advocated as part of this strategy as there is adequate supply in Magherafelt and Dungannon based on the survey data. The capacity issues in Cookstown can be addressed to an extent through the introduction of a management regime, which is discussed in section 4.3.5, via a change in parking behaviour through the introduction of charging.

There are also some localised issues which could be addressed. It should be noted that private sector input may provide additional parking provision as the market dictates.

There are however forthcoming changes to parking supply that are coming forward as part of development and these are also detailed in the next sections.

#### 4.3.3 Parking for Disabled Users

In addition to seeking DPA accreditation as detailed above, it is recommended that the Council review the number of disabled spaces provided in each of their car parks and compare them with guidance to ensure that a suitable number of spaces is required. This should also consider individual space size.

Changes to provision in the respective towns are detailed in the next sections.

#### 4.3.4 Magherafelt

The four existing car parks in Magherafelt are listed in Table 2. The table lists the current and proposed arrangements and the associated reasoning.

**Table 2 - Magherafelt Car Park Actions**

Site	Current Arrangement	Proposed Arrangement	Reasoning
<b>King Street</b>	Free to users	Free parking maintained.	Located further out of the town centre, better suited to all day parkers. This will encourage these users to park here rather than other sites.
<b>Central</b>	36 free spaces 80 charged spaces	All spaces to become charged. Tariff changed to be consistent with the other car parks. Pay on foot to be implemented.	This is a key town centre site, and desirability should be reflected by charging. The lower tariff in Central does not align with desirability and should be changed. Introducing pay on foot will remove the need for enforcement and provides a better way of operating the car park.

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Site	Current Arrangement	Proposed Arrangement	Reasoning
<b>Union Road</b>	91 free spaces 101 charged spaces	The number of free spaces should be reduced.  The area between Castledawson Road and the bus station should be reallocated as disabled and parent & child spaces.  Pay on foot to be piloted.	There are a high number of all day parkers in the free section and a better balance is needed.  The area of the car park mentioned is located closest to the attractors, which is a key consideration for disabled users and parents with children.  The layout of Union Road lends itself to a pay on foot pilot and this should be investigated. This would reduce the need for enforcement.
<b>Rainey Street</b>	241 charges spaces	Implement pay on foot within the car park through redesign, including access/egress with shopping centre car park.  Reallocate more spaces around the car park as disabled, parent & child spaces. Any remaining spaces to be Pay & Display.	This is a high turnover car park, and implementing pay on foot would provide a better user experience and reduce/remove parking tickets. It would require a redesign however.  Providing more spaces for disabled users and parents with children is necessary in this key location.

The above proposed arrangements should be implemented in the short term (1-2 years) and then reviewed in light of usage data. If parking demand continues to require management then the King Street site and remainder of Union Road should both be converted to charged parking within the timescales of the strategy (2026).

#### 4.3.5 Cookstown

The four existing car parks in Cookstown are listed in Table 3. The table lists the current and proposed arrangements and the associated reasoning.

**Table 3 - Cookstown Car Park Actions**

Site	Current Arrangement	Proposed Arrangement	Reasoning
<b>Loy Street</b>	54 free spaces	Free parking maintained	This car park is located further out from the centre of the town and all day parkers should be encouraged to park here.
<b>Union Place</b>	117 free spaces	Charging introduced.  Possibly a pay on foot layout.	Union Place is a key site, located adjacent to William Street. Its desirability should be reflected by charging.  A pay on foot layout would provide a better user experience. It would require a redesign.
<b>Orritor Street</b>	129 free spaces	Free parking maintained.	Orritor Street has spare capacity to accommodate transfer from the adjacent Burn Road. Further away from William Street than Burn Road, which is reflected in free provision.
<b>Burn Road</b>	106 free spaces	Charging introduced.  Likely to be a pay on foot arrangement.  Link through to Orritor Street to be maintained if possible.	Burn Road has the highest proportion of all day parkers and is located adjacent to William Street and therefore is slightly more desirable than Orritor Street. This would be reflected in charging.  Layout would require redesign if pay on foot is to be implemented.

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The above proposed arrangements should be implemented in the short term (1-2 years) and then reviewed in light of usage data. If parking demand continues to require management then the Orritor Street and Loy Street sites should both be converted to charged parking within the timescales of the strategy (2026).

#### 4.3.6 Dungannon

The four existing car parks in Dungannon are listed in Table 4. The table lists the current and proposed arrangements and the associated reasoning.

**Table 4 - Dungannon Car Park Actions**

Site	Current Arrangement	Proposed Arrangement	Reasoning
<b>Scotch Street</b>	161 free spaces 97 charged spaces	Unchanged	Car park performs reasonably well with adequate spare capacity.
<b>Perry Street</b>	56 free spaces 36 charged spaces	Make all spaces charged (Pay & Display)  Note – site may be redeveloped as part of Masterplan	This is a desirable location adjacent to Market Square. Its desirability should be reflected by charging.
<b>Castle Hill</b>	100 charged spaces	Unchanged – all spaces to be charged (Pay & Display).  Note – additional space to be provided by the Council through land purchase.	This is a desirable location adjacent to Market Square. Its desirability is already reflected by charging and this should be maintained.
<b>Anne Street</b>	25 free spaces 48 charged spaces	Anne Street E arrangement maintained (48 charged spaces).  Anne Street W (25 free spaces) likely to be redeveloped. Replacement space to be provided – arrangement to be confirmed.	Anne Street E has low occupancies due to adjacent free site, however this will close as part of redevelopment opportunity. As a result occupancies may increase, therefore current arrangement should be maintained.  Arrangement for Anne Street W to be confirmed as part of development.

The above proposed arrangements should be implemented in the short term (1-2 years) and then reviewed in light of usage data. If parking demand continues to require management then the remaining free spaces in Scotch Street should be converted to charged parking within the timescales of the strategy (2026).

#### 4.3.7 Smaller Towns and Villages

There are a further eight Council car parks located in Castledawson, Clogher, Coalisland, Fivemiletown and Maghera. It should be noted that the Council does not currently have responsibility for car parks in other towns such as Moneymore, Augher and Ballygawley and therefore these have not been considered within this strategy.

Analysis of the usage of the eight car parks that the Council is responsible for has shown that the majority of them operate with ample spare capacity. The exception to this would appear to be the Cornmill/Lineside site in Coalisland which may be approaching capacity.

In Maghera and Coalisland, which are the next two largest towns after Magherafelt, Cookstown and Dungannon, there are forthcoming Public Realm schemes which should consider both on and off-street parking provision.

As such, it is considered that the actions detailed above in sections 4.3.1 to 4.3.3 are also carried out for these eight car parks, with a particular focus on regular monitoring in order to identify any particular issues.

It is not recommended at this time that changes to these car parks in terms of time limits or charges are considered. Most of these car parks are small and perform an important localised function within each of these small settlements, and it therefore such action at this time would not be considered commensurate in comparison

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with the apparent issues in Magherafelt, Cookstown and Dungannon. However if issues arise in the future, further consideration should be given.

### 4.4 Actions for Others

Whilst the Council has control of off-street car parking, there are other key stakeholders who have direct and indirect parking responsibilities and influences.

#### 4.4.1 Transport NI

Transport NI retain control of on-street car parking in addition to other highway responsibilities. Whilst Transport NI do not currently have plans to alter provision in Mid Ulster, it is recommended that this is kept under regular review.

Similarly, it is recommended that Transport NI carry out regular parking studies to inform these reviews. These studies should primarily record on-street occupancies, durations of stay and any infringements. This data can then be used to identify any particular trends and enable informed, evidence-based decision making.

As a result these studies may identify the need for greater control in on-street provision, but this will need to be examined in consultation with town centre stakeholders.

It is also recommended that Transport NI work closely with the Council to share parking data and develop appropriate signage for each town.

#### 4.4.2 Translink

Translink operate a number of bus services in the District, many of which operate via dedicated Park and Ride sites. It is recommended that Translink continue to monitor the usage of these sites to identify trends.

In addition, Translink should regularly review the need for additional Park and Ride sites in light of future land use planning proposals and observed parking trends.

In the town centres, Translink should work with the Council to ensure that parking by bus patrons is appropriately managed and that any long term parking acts associated with bus journeys are located appropriately.

#### 4.4.3 Private Car Park Operators

There are a number of private car park operators who provide parking for general users or as part of retail developments. These stakeholders also have a part to play in ensuring that parking 'works' in each of the towns.

These operators should ensure that the parking that they provide is used in the appropriate way by patrons. They should monitor the usage of their sites and advise the Council if they feel that patrons are not parking in an appropriate manner (e.g. all day parking in spaces intended for short stay retail trips).

The operators should seek to work collaboratively with the Council and Transport NI to ensure that the parking offer within each town is appropriate, i.e. in terms of location, price and availability.

### 4.5 Action Plan

The Action Plan is presented overleaf. This identifies each of the specific actions that are to be delivered within the life of the parking strategy (2026).

The action plan aligns these actions to the objectives presented in section 4.2 and identifies a timeframe and priority level. It further identifies the stakeholders involved, who should take the lead and who should provide funding. It then shows what the next steps are to ensure delivery of the action.

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Confirm how this Report should be treated by placing an x and abbreviation in either:

<b>X</b>	For Decision		For Information
Env	Committee		Council

<b>Report on</b>	Off Street Car Parking Strategy
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	Andrew Cassells, Director of Environment & Property

<b>Is this report restricted for confidential business?</b>		Yes	
If 'Yes', confirm below the exempt information category relied upon		No	X
	Information relates to an individual		
	Information is likely to reveal identity of an individual		
	Information relates to financial or business affairs of a person (including the council)		
	Information relates to consultations or negotiations, in relation to labour relations matters		
	Information relates to claim which legal professional privilege could be maintained in legal proceedings		
	Reveals that council proposes to give a notice by virtue of which requirements are imposed on a person; or make an order or direction under any statutory provision		
	Relates to action taken or to be taken in connection with prevention, investigation or possession of crime		

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to seek the Committee's approval in relation to the implementation of the Off Street Car Parking Strategy and Action Plan.
1.2	Furthermore the report sets out the Timescale for Implementation of the Proposed Revised Arrangements for Off Street Car Parking within the Mid Ulster Council District.
<b>2.0</b>	<b>Background</b>
2.1	The Off Street Car Parking Function transferred to the Council from the then Department for Regional Development (DRD) on 1 April 2015 as a consequence of the Review of Public Administration and Local Government Reform
2.2	Members will recall that Aecom had been appointed to develop a draft Off Street Car Parking Strategy and Action Plan for consideration by the Council.

2.3	Members will further recall that they received an update on the development of the Off Street Car Parking Strategy from the Director of Environment and Property at the Environment Committee meeting of 14 March 2107.
2.4	<p>The Off Street Car Parking Strategy was developed by following four stages:</p> <ol style="list-style-type: none"> <li>1. Stage 1 – Preparation and Information Gathering</li> <li>2. Stage 2- Analysis and Assessment</li> <li>3. Stage 3 – Strategy Development</li> <li>4. Stage 4 – Development of the Action Plan</li> </ol>
2.5	The strategy and action plan have been developed following completion of Stages 1 and 2 which considered the existing baseline conditions in terms of car parking provision / policies and assessment and review of usage, operation, tariffs etc. This also outlined examples of best practice in management and operation and any current or future car parking needs.
2.6	<p>These preliminary stages also included consultation with a number of key stakeholders including Transport NI (within DfI) and Translink, but mainly via presentations to and discussions with the following groups during March 2017:</p> <ul style="list-style-type: none"> <li>➤ Cookstown Town Centre Forum (7 March)</li> <li>➤ Dungannon Regeneration Partnership (10 March)</li> <li>➤ Magherafelt Town Centre Partnership (29 March).</li> </ul>
2.7	<b>Current Operational Management</b>
2.7.1	<p>Mid Ulster District Council has entered into an agency agreement with DfI Transport NI for the management of their car parks. In turn, Transport NI employ NSL through a contract to carry out the majority of the management, monitoring and enforcement functions associated with the off street parking charging regime.</p> <p>Under the agency agreement, Transport NI continue to process the Parking Control Notices (PCNs) which are issued by NSL traffic attendants.</p>
2.7.2	Financial data for a number of years was supplied to Aecom. This detailed both revenue and expenditure. It is apparent that the charged parking regime currently has a revenue to cost ratio of around 4 to 1. The number of Penalty Charge Notices that are issued also cover the administration costs associated with enforcement.
2.7.3	When the car parks are examined on an individual basis in tandem with the usage data collected by Aecom in September 2016 and February 2017, calculations have shown that revenues per space per hour per day ranges between 7 pence to 20 pence per space, per car park. This is compared to a tariff of 40 pence per hour (standard) or 20 pence per hour if the £1 for 5 hours offer is used.
2.7.4	It is evident that some of the busier car parks subsidise the less busy sites. Also, the lower tariff at Central car park in Magherafelt can be seen to encourage high occupancies by all day parkers.
2.7.5	There is no discernible difference between the amount of morning only and afternoon only parkers. In other words the data does not particularly suggest that the morning is busier than the afternoon and vice versa.
2.7.6	The number of PCNs issued at the Rainey St car park in Magherafelt is more than double the number at any of the other six car parks. Rainey St appears to be the

	busiest car park however the high number of PCNs may be related to very short stay parking where a fee is not paid, and/or the amount of vehicle servicing within the environs of the car park.
2.7.7	Other than the issues at Rainey St, the level of PCNs issued and therefore enforcement currently appears to be commensurate.
2.7.8	Furthermore it can be concluded that reducing the number of patrols from three to two per day, which commenced on 1 October 2016, did not have a proportionate detrimental effect on the number of PCNs issued and appears to be a more efficient means of carrying out enforcement.
<b>3.0</b>	<b>Main Report</b>
3.1	<b>Existing Car Park Provision</b>
3.1.1	<p>Mid Ulster District Council operates 23 off street car parks in the following towns and villages throughout the District:</p> <ul style="list-style-type: none"> <li>➤ Castledawson 1 car park</li> <li>➤ Clogher 1 car park</li> <li>➤ Coalisland 2 car parks</li> <li>➤ Cookstown 4 car parks</li> <li>➤ Dungannon 5 car parks</li> <li>➤ Fivemiletown 2 car parks</li> <li>➤ Maghera 2 car parks</li> <li>➤ Magherafelt 6 car parks</li> </ul>
3.1.2	There is a mixture of free and charged car parks throughout the District with free parking in the majority i.e. 1,293 free parking spaces and 703 charged spaces. The Council-operated off street parking is free in all towns and villages except for Dungannon and Magherafelt, where there are seven charged sites.
3.1.3	The current parking provision in Dungannon, Cookstown and Magherafelt is shown in Figures 1 – 3 respectively of Appendix 2.
3.1.4	Car parking charges are almost consistent across the Council area, with a different tariff regime is in place at Central car park in Magherafelt. Generally the tariff across the majority of charged Council car parks is set at 40p per hour, however a special rate of £1.00 for up to 5 hours is available. Central car park in Magherafelt is subject to an alternative parking tariff of 40p for each three hour period.
3.1.5	Disabled parking provision varies across car parks with some locations providing no specifically marked disabled parking provision. Three percent of the current off street parking provision is designated for disabled users.
3.1.6	An audit was completed of each of the Council controlled car parks and it was noted that there was a generally good standard in terms of surfacing, lighting and space size.
3.1.7	However all of the car parks were found to lack dedicated CCTV, with some not having gates / barriers and / or appropriate signage. It was also noted that the majority of car parks included servicing or private accesses for businesses and residences.

3.1.8	In relation to car ownership, all areas within Mid Ulster display similar levels of car ownership with nominal differences noted between Cookstown, Dungannon and Magherafelt.
3.1.9	The District generally displays higher levels of car ownership in comparison with Northern Ireland; especially in terms of multiple cars per household. Between 60% and 61% of the working population travel to work by car compared to 58% in Northern Ireland. All other methods of travelling to work are comparable to the Northern Ireland figures with the exception of travelling by bus which is low within the Mid Ulster District.
3.2	<b>Assessment of Usage</b>
3.2.1	There is a need to assess the turnover within the off street car parks controlled by the Council in order to further understand the characteristics of each individual town and village. AECOM carried out surveys at the car parks during September 2016 and February 2017.
3.2.2	<p>Cookstown</p> <p>There are four free of charge off street car parks available in Cookstown, each with occupancies of 50% or more. <u>The Orritor Street and Burn Road car parks are typically full</u>, with the other two car parks around two thirds full.</p> <p>Overall, around 80 – 85% of Council owned spaces are occupied at any one time. All day parking rates appear to be between 20 – 60% in the four car parks.</p>
3.2.3	<p>Dungannon</p> <p>Dungannon has seven car parks, four of which are charged. Occupancies at the individual car parks range between 20 – 60%, although the Perry Street East and Anne Street West (free) car parks were recorded as being full. Overall, around 55 – 65% of Council owned spaces are occupied at any one time. All day parking rates appear to be between 20 – 70% in the seven car parks.</p>
3.2.4	<p>Magherafelt</p> <p>Magherafelt has four car parks, two of which are a mix of free and charged spaces and the remaining two are charged spaces. Occupancies at the individual car parks range between 40 – 110%. <u>The King Street, Central and Union Road car parks are typically near to capacity or full.</u> Overall, around 65 – 75% of Council owned spaces are occupied at any one time. All day parking rates appear to be between 10 – 70% in the four car parks.</p>
3.2.5	Most of the private car parks that are available in Cookstown, Dungannon and Magherafelt appear to be in reasonably high demand from the occupancy levels recorded during the surveys. For example the Supervalu car park in Cookstown showed 98% occupancy, and the two charged car parks on either side of Meeting Street in Magherafelt showed occupancies of 80-90%. In Dungannon the Lidl/Argos car park was 80% full. The majority of the private car parks are associated with retail offerings within each town.
3.2.6	<p>The surveys have shown that the most popular car parks in the three main towns of Cookstown, Dungannon and Magherafelt, based on occupancy levels are:</p> <ul style="list-style-type: none"> <li>➤ Burn Road, Cookstown;</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Union Place, Cookstown;</li> <li>➤ Anne Street West, Dungannon;</li> <li>➤ Perry Street East, Dungannon;</li> <li>➤ Central, Magherafelt;</li> <li>➤ King Street, Magherafelt; and</li> <li>➤ Union Road, Magherafelt.</li> </ul>
3.2.7	It was also noted that parking volumes recorded in the February 2017 fieldwork in Cookstown, Dungannon and Magherafelt were slightly higher than those recorded in September 2016. In particular, parking volumes in Magherafelt had increased and this is worthy of note as the A31 Magherafelt Bypass opened in October 2016. Despite the Bypass opening and reducing traffic volumes in the town centre, this does not seem to have discouraged people from coming into the town and parking.
3.2.8	The car parks in the smaller towns and villages are generally well utilised with occupancy levels typically around 50% although the Cornmill/Lineside car park in Coalisland is approaching capacity.
3.2.9	It was noted that there was reasonable use of the charged car parks within the District, which suggests that tariff costs are not the primary concern for users and that convenience and location are the key considerations for those wishing to park.
3.2.10	A review of the parking tariffs in similar locations was carried out and it was found that the tariffs in Mid Ulster are comparable with other towns in Northern Ireland. Some of the other councils also offer a special tariff of £1 for 5 hours of parking.
3.2.11	Both Coleraine and Omagh have varying tariffs depending on car park location and the proximity to amenities, with a slightly higher tariff of 50p per hour in some car parks. In similar towns in the Republic of Ireland such as Clonmel, Athlone and Carlow, tariffs are higher in comparison to the Mid Ulster District i.e. equivalent to £1 per hour (more than double the price). Furthermore, maximum stay restrictions in the Council owned car parks in these towns range from a 2 to 4 hour maximum stay, these being implemented in order to encourage increased space turnover.
3.2.12	It was noted that some of the Council's car parks operate with an informal layout i.e. no marked spaces which can lend itself to untidy parking. This is apparent at Anne Street West in Dungannon which is designated as having 25 spaces but yet surveys showed in excess of 60 vehicles parked at one time due to the informal layout.
3.3	<b>Best practice in Management and Operation</b>
3.3.1	A review of best practice was carried out which considered how car parks should be designed in terms of layout, signage, lighting, security and access.
3.3.2	<p>In overall terms, this review highlighted the following key features which could be considered applicable in developing the parking strategy:</p> <ul style="list-style-type: none"> <li>➤ Ease of use in relation to payment options where applicable</li> <li>➤ Improved signage would aid in the redistribution of vehicles wishing to park and provide variance in preferred location</li> <li>➤ Improving access for pedestrians and those with mobility issues will improve the attractiveness of some car parks;</li> <li>➤ The perception of safety in car parks is vital for continued use therefore creating defined areas with perimeter fencing, CCTV and improving the feeling of isolation at some car park locations could increase occupancy</li> </ul>

	<p>➤ The setting of parking tariffs can be set to influence parking activity including the level of usage, and hence the traffic generated, the type of user and also length of stay i.e. space turnover and therefore increase revenue. Comparable tariffs outlined from surrounding facilities and towns are also important to consider in order to improve usage.</p>
3.3.3	A key consideration in the parking strategy will be achieving parity in terms of parking charges across the council area. This needs to be carefully developed to achieve the best solution going forward.
3.3.4	Similarly the associated action plan will ensure that specific actions are developed for a range of stakeholders. This will ensure that clear lines of responsibility are developed and defined, maximising the potential for delivery of the respective actions.
3.4	<b>Current and Future parking Needs</b>
3.4.1	<p>It is important that consideration is given to how parking needs will change in the near future. The brief requested that both current and future needs and demand are considered. For the purposes of this study, this is for the next 5-10 years.</p> <p>In light of the usage data collected by AECOM, an exercise was carried out to determine the overall level of parking demand and how this would compare with parking supply (both council and privately owned) in the future within Cookstown, Dungannon and Magherafelt.</p>
3.4.2	Indicative demand forecasts were produced for 2021 and 2026, based on nominal growth rates of 1% and 5% per annum. The estimates suggested that with these growth rates there would be sufficient capacity in terms of the overall parking supply at 2021. At 2026 however, demand would be approaching capacity in the three main towns.
3.4.3	As a result of discussions with key stakeholders, it was considered valuable to set out a number of options for how the parking strategy could potentially be developed; the key focus being the towns of Magherafelt, Cookstown and Dungannon.
3.4.4	It is important to note that these options consider approaches to parking charging and timing restrictions in relation to the Council's car parks. Charging for parking represents a key management approach to influencing where people park and for how long.
3.4.5	Given the outcomes of Stage 2, the provision of additional or reduced parking supply has not been considered at this juncture. It is considered that the private sector will take the lead on providing increased parking supply, mainly associated with development or as the market dictates in the future.
3.5	<b>Options</b>
3.5.1	These strategy options are set out in Table 1. There are eight options presented, and in general they progress upwards in terms of the level of intervention to the level of paid/restricted parking.
3.5.2	<p>The options are:</p> <ol style="list-style-type: none"> <li>1. Doing Nothing</li> <li>2. Making all car parks free</li> <li>3. Make all car parks have between the first 1 – 3 hours free</li> <li>4. Bring in charging in all three towns, but not at all sites</li> <li>5. Bring in charging in all three towns, at all sites</li> </ol>

3.5.3	6. Make all day tariffs comparably cheaper than short stay tariffs 7. Make short stay tariffs comparably cheaper than all day tariffs 8. Rearrange parking tariffs to provide a stronger link between location and price		
	The following Table sets out the advantages and disadvantages of each of the eight options.		
	Explanation	Pros	Cons
	<b>Option 1: Do Nothing</b>		
	Leave car parks as they are i.e. mix of paid/free in Magherafelt and Dungannon, all free in Cookstown	<ul style="list-style-type: none"> <li>➤ No change for customers</li> <li>➤ Current arrangements understood</li> <li>➤ May be positively received</li> </ul>	<ul style="list-style-type: none"> <li>➤ Issues apparent in Cookstown with capacity</li> <li>➤ Disparity between Cookstown and the other two towns</li> <li>➤ Can only influence some of the behaviour</li> <li>➤ Parking not performing as well as it could</li> </ul>
	<b>Option 2: Make all Car Parks free</b>		
	Make all car parks in the three main towns free	<ul style="list-style-type: none"> <li>➤ Makes all parking 'fair' across the District</li> <li>➤ Removes negative perception of enforcement, although some enforcement still required</li> </ul>	<ul style="list-style-type: none"> <li>➤ No revenue generated to cover running costs, maintenance or legislation</li> <li>➤ Impacts on Council budgets</li> <li>➤ No control over duration of stay</li> <li>➤ No ability to control demand; extra free provision may be required in the future yet with no revenue to cover it</li> <li>➤ Associated congestion, pollution implications</li> <li>➤ Previous pilots of making car parks free have not been successful; e.g. Castle Hill in Dungannon was full of all day parkers with no free spaces</li> </ul>
	<b>Option 3: 1, 2 or 3 hours free in car parks</b>		
	Make all paid car parks have a 1-3 hour free period to encourage short stay parking	<ul style="list-style-type: none"> <li>➤ Perception that it could encourage retail trips which are generally of this duration</li> <li>➤ Reduce perception of over-zealous enforcement</li> <li>➤ May encourage overall space turnover</li> </ul>	<ul style="list-style-type: none"> <li>➤ All day parkers pay, whereas short duration do not – issue of fairness as the former are mainly town workers</li> <li>➤ Difficulties with enforcement and proving that driver has definitely stayed over the period stated without paying</li> <li>➤ Impacts on Council budgets</li> <li>➤ Raises questions about how payment would work beyond this period, e.g. how would people know</li> </ul>

			<p>that they would need to stay over the time?</p> <ul style="list-style-type: none"> <li>➤ Points towards an expensive technological solution which would probably not be balanced by reduced revenues arising from free 1-3 hour parking.</li> <li>➤ The surveys show that some car parks already perform a key 'short stay' function, they have good utilisation yet they are charged sites, so questionable as to why this should be removed</li> <li>➤ The 'free' period may discourage people from shopping/staying for any longer</li> </ul>
	<b>Option 4: Charging in all towns (portion)</b>		
	Implement some charging in Cookstown to make it comparable with current provision in Magherafelt and Dungannon	<ul style="list-style-type: none"> <li>➤ Would ensure parity between towns in the District</li> <li>➤ May encourage space turnover in Cookstown</li> <li>➤ Enables management of demand in Cookstown</li> <li>➤ Also enables management of location i.e. shorter stay in locations closest to key attractions in Cookstown</li> <li>➤ Introduces the concept of usage and payment within Cookstown, providing a revenue stream that is currently absent</li> <li>➤ Encourages 'fair' behaviour, links usage with payment i.e. no usage, no payment</li> <li>➤ Could encourage consideration of alternative transport modes in Cookstown</li> </ul>	<ul style="list-style-type: none"> <li>➤ Potential for overspill into adjacent streets in Cookstown</li> <li>➤ Perception that parking is 'not broken' in Cookstown, so why intervene, even though occupancies are high</li> <li>➤ The remaining free sites in each town are likely to remain full</li> <li>➤ May be a need to ensure that the proportion of paid and free sites are similar in the three towns</li> </ul>
	<b>Option 5: Charging in all towns (all sites)</b>		
	Make all council car parks charged in all three towns	<ul style="list-style-type: none"> <li>➤ Ensures a completely consistent provision across the towns in the District</li> <li>➤ Consistent pricing and enforcement</li> <li>➤ Provides better management of demand overall within towns</li> </ul>	<ul style="list-style-type: none"> <li>➤ Likely to be negatively received and opposed at the moment</li> <li>➤ Perception that could cause more issues than it solves at the moment</li> <li>➤ Could cause overspill onto adjacent streets</li> <li>➤ Additional parking equipment and</li> </ul>

		<ul style="list-style-type: none"> <li>➤ Provides a revenue stream to reflect usage of all car parks</li> <li>➤ Could encourage consideration of alternative transport modes in the towns, depending on tariffs</li> </ul>	enforcement would be required
	<b>Option 6: All day cheaper than short stay tariffs</b>		
	Make it comparably cheaper to park all day than it is to park short stay	<ul style="list-style-type: none"> <li>➤ Ensures that workers (who would generally park all day) pay less 'per hour' than short stay e.g. shoppers, appointments</li> <li>➤ Prioritise provision towards all day parkers e.g. town workers</li> <li>➤ May be possible to allocate permits/badges to bona fide local workers to benefit from lower parking rates</li> </ul>	<ul style="list-style-type: none"> <li>➤ May need to allocate certain car parks accordingly</li> <li>➤ Could be used by non-workers to park all day for a low price, which is not the intention</li> <li>➤ Could detract from attractiveness of towns for short stay parking</li> <li>➤ May result in a high degree of all day parking, leaving fewer opportunities for short stay</li> <li>➤ Could lower revenues as fewer parking acts for shorter durations</li> </ul>
	<b>Option 7: All day more expensive than short stay tariffs</b>		
	Make it comparably cheaper to park for short durations than all day	<ul style="list-style-type: none"> <li>➤ Ensures that short stay parking acts pay 'less per hour' than all day parking acts</li> <li>➤ Prioritises provision towards short stay parkers e.g. shoppers</li> <li>➤ Could reduce the extent of all day parkers, thereby increasing turnover</li> </ul>	<ul style="list-style-type: none"> <li>➤ Could be viewed negatively by local businesses/employees</li> <li>➤ May be difficult to allocate car parks accordingly</li> <li>➤ Some users could park all day but just pay for two 'short stay' tickets one after the other</li> <li>➤ Could reduce space for all day parking</li> <li>➤ Could lower revenues as fewer parking acts for longer durations</li> </ul>
	<b>Option 8: Rearrangement of parking according to location</b>		
	Maintain current arrangement, except introduce some charges to Cookstown. Generally make the most desirable car parks paid, and further out free/cheaper	<ul style="list-style-type: none"> <li>➤ Ensures that short stay acts occur closest to key attractors, long stay acts are further out</li> <li>➤ Provides a better match between price and desirability</li> <li>➤ Improves turnover in key sites</li> <li>➤ Reduces unsightly swathes of cars parked all day in key locations</li> </ul>	<ul style="list-style-type: none"> <li>➤ Deciding on which sites should be treated differently could be difficult or contentious</li> <li>➤ Individual town layouts may not be conducive to this approach; there could be local issues</li> <li>➤ Need to introduce a second set of tariffs</li> </ul>

3.6	<b>Consideration of Parking Control Options</b>
3.6.1	In relation to the first option, doing nothing, this option is not considered feasible, primarily because of the evident capacity issues in Cookstown and the need for consistency in approach across the District. Whilst users would not have to accommodate any changes in a 'Do Nothing' scenario, user inertia is not considered a significant enough reason for inaction.
3.6.2	Similarly, making all of the car parks free which is the second option, which might appear 'fair' across the towns would actually create inequalities amongst people who were unable to find a space and those who could, simply because they arrived first. This would remove any revenue and influence over parking and has been tried and tested before and found to be unworkable. It would also have a significant impact on Council budgets.
3.6.3	There would be inherent difficulties with allowing between one to three hours free within the car parks. Whilst it could encourage usage for short term parking, it would be difficult to monitor and could be open to abuse and would reduce revenues significantly.
3.6.4	Implementing charging in some or all of the car parks in the towns (Options 4 and 5 respectively) would provide greater control over parking acts, enable better management of the car parks and facilitate ongoing monitoring. There is a need to rearrange park acts by location in order to make the towns function better, and charging is the most appropriate mechanism for doing this. Whilst there is potential for overspill onto adjacent streets, this is likely to reduce in future as users would prefer to park in a car park. The main benefits would likely be increased turnover, management and parity between the towns. It would also provide a link between parking use and payment.
3.6.5	Charging at all sites would likely be negatively perceived, particularly in Cookstown, so it is suggested that partial charging could be implemented initially. This would provide the benefits listed above without a significant level of expenditure (P&D machines, signage and enforcement costs).
3.6.6	Options six and seven consider variable tariffs to prioritise long or short stay parking respectively. This is considered potentially viable in the long term, although more work would be needed to understand user needs more fully. Either of these options could inadvertently discourage some types of parking which could have an overall negative impact on how the towns perform. At this moment in time it is not recommended that tariffs are adjusted to reflect user type.
3.6.7	The final option proposes a rearrangement of parking according to location, with the most desirable locations again costing the most. This is also theoretically viable, however the three town centres are geographically compact so it may be difficult to allocate car parks appropriately. In other words, the car parks in some towns are all located within a similar distance of the centre of the town. However, this may be an option for the future.
3.7	<b>Conclusion</b>
3.7.1	Taking all of these options into account, it is concluded that the introduction of charging in Cookstown to ensure parity with the other two towns is of critical importance. More control of parking acts is also considered necessary in some of the other existing car parks in Dungannon and Magherafelt.

3.7.2	This approach will provide greater control over parking acts, enable better management of the car parks and facilitate ongoing monitoring. There is a need to rearrange park acts by location in order to make the towns function better, and charging is the most appropriate mechanism for doing this.
3.7.2	It is therefore considered that Option 4 provides the preferred approach.
3.8	<b>Action Plan</b>
3.8.1	<p><b>Objectives</b></p> <p>The objectives for the Mid Ulster Parking Strategy are as follows:</p> <ol style="list-style-type: none"> <li>1. Ensuring a consistency of approach to parking across the District</li> <li>2. Providing an appropriate level of parking to support economic vitality</li> <li>3. Ensuring that parking takes place in appropriate locations</li> <li>4. Minimising the potentially negative impacts of parking on residential communities</li> <li>5. Providing high quality parking and information, ideally through technology</li> <li>6. Providing parking for all types of users</li> </ol>
3.8.2	<p><b>Car Park Features</b></p> <p>It is recommended that the Council review each of their car parks in respect of ensuring that:</p> <ul style="list-style-type: none"> <li>➤ the car park layouts are adequate for vehicles to circulate</li> <li>➤ parking space size is appropriate</li> <li>➤ car parks are regularly maintained and cleaned</li> <li>➤ safety for users for addressed i.e. no unobstructed views, adequate lighting etc</li> <li>➤ there is adequate signage on approach to the car parks to reduce unnecessary circulation</li> <li>➤ internal signage is appropriate</li> <li>➤ payment systems (where applicable) are easy to use</li> <li>➤ operation through 'pay on foot' (i.e. barriers) should be implemented where possible</li> <li>➤ cashless parking is promoted.</li> </ul> <p>There are two nationally recognised car park accreditation 'standards' which can be sought to reflect high quality in provision. The first is the 'Park Mark' standard which examines how car parks can be improved to reduce crime and the fear of crime, and how provision can be improved for disabled users and parents with children, including increasing the number of dedicated spaces set aside for disabled users and families.</p> <p>The second is the Disabled Parking Accreditation (DPA). The DPA focuses on improving the personal mobility of disabled motorists and recognises off-street parking facilities which are more accessible to disabled people.</p> <p>It is noted that the Meadowlane car park in Magherafelt has already met both the Park Mark standard and the DPA. It is recommended that the Council investigates the process and investment required to achieve these two standards for their car parks.</p>
3.8.3	<b>Parking Supply &amp; Demand</b>

3.8.4

It is important to assess the level of parking demand on a regular basis. Demand ebbs and flows throughout the year, so it is important to monitor at comparable times each year to identify trends. This monitoring should record occupancy and duration of stay on weekdays in the first instance, with data also recorded on Saturday if necessary. The increase of parking supply is not advocated as part of this strategy as there is adequate supply in Magherafelt and Dungannon based on the survey data. The capacity issues in Cookstown can be addressed to an extent through the introduction of a management regime via a change in parking behaviour through the introduction of charging.

There are also some localised issues which could be addressed. It should be noted that private sector input may provide additional parking provision as the market dictates.

There are however forthcoming changes to parking supply that are coming forward as part of development.

**Parking for Disabled Users**

In addition to seeking DPA accreditation as detailed above, it is recommended that the Council review the number of disabled spaces provided in each of their car parks and compare them with guidance to ensure that a suitable number of spaces is required. This should also consider individual space size.

3.8.5

**Magherafelt**

Current Arrangements	Proposed Arrangements	Reasoning
<b>King Street</b>		
Free to Users	Free Paring Maintained	Located further out of the town centre, better suited to all day parkers. This will encourage these users to park here rather than other sites.
<b>Central</b>		
36 free spaces 80 charged spaces	All spaces to become charged Tariff charged to be consistent with other car parks Pay on Foot to be implemented	This is a key town centre site, and desirability should be reflected by charging. The lower tariff in Central does not align with desirability and should be changed. Introducing pay on foot will remove the need for enforcement and provides a better way of operating the car park.
<b>Union Road</b>		
91 free spaces 101 charged spaces	The number of free spaces should be reduced. The area between Union Road and the bus station should be reallocated as disabled and parent & child spaces. Pay on foot to be piloted.	There are a high number of all-day parkers in the free section and a better balance is needed. The area of the car park mentioned is located closest to the attractors, which is a key consideration for disabled

3.8.6			users and parents with children. The layout of Union Road lends itself to a pay on foot pilot and this should be investigated. This would reduce the need for enforcement.
	<b>Rainey Street</b>		
	241 charged spaces	Implement pay on foot within the car park through redesign, including access/egress with shopping centre car park. Reallocate more spaces around the car park as disabled, parent & child spaces. Any remaining spaces to be Pay & Display.	This is a high turnover car park, and implementing pay on foot would provide a better user experience and reduce/remove parking tickets. It would require a redesign however. Providing more spaces for disabled users and parents with children is necessary in this key location.
	<p>The above proposed arrangements should be implemented in the short term (1-2 years) and then reviewed in light of usage data. If parking demand continues to require management then the King Street site and remainder of Union Road should both be converted to charged parking within the timescales of the strategy (2026).</p>		
	<b>Cookstown</b>		
	<b>Current Arrangements</b>	<b>Proposed Arrangements</b>	<b>Reasoning</b>
	<b>Loy Street</b>		
	54 free spaces	Free parking maintained	This car park is located further out from the centre of the town and all day parkers should be encouraged to park here.
	<b>Union Place</b>		
	117 free spaces	Charging introduced Possibly a pay on foot layout	Union Place is a key site, located adjacent to William Street. Its desirability should be reflected by charging. A pay on foot layout would provide a better user experience. It would require a redesign.
	<b>Orritor Street</b>		
	129 free spaces	Free parking maintained	Orritor Street has spare capacity to accommodate transfer from the adjacent Burn Road. Further away from William Street than Burn Road, which is reflected in free provision.
	<b>Burn Road</b>		

3.8.7	106 free spaces	Charging introduced Likely to be a pay on foot arrangements Link through to Orritor Street maintained	Burn Road has the highest proportion of all day parkers and is located adjacent to William Street and therefore is slightly more desirable than Orritor Street. This would be reflected in charging. Layout would require redesign if pay on foot is to be implemented.
	<p>The above proposed arrangements should be implemented in the short term (1-2 years) and then reviewed in light of usage data. If parking demand continues to require management then the Orritor Street and Loy Street sites should both be converted to charged parking within the timescales of the strategy (2026).</p>		
	<b>Dungannon</b>		
	<b>Current Arrangements</b>	<b>Proposed Arrangements</b>	<b>Reasoning</b>
	<b>Scotch Street</b>		
	161 free spaces 97 charged spaces	Unchanged	Car park performs reasonably well with adequate spare capacity.
	<b>Perry Street</b>		
	56 free spaces 36 charged spaces	Make all spaces charged (Pay & Display) Note – site may be redeveloped as part of Masterplan	This is a desirable location adjacent to Market Square. Its desirability should be reflected by charging.
	<b>Castle Hill</b>		
	100 charged spaces	Unchanged – all spaces to be charged (Pay & Display). Note – additional space to be provided by the Council through land purchase.	This is a desirable location adjacent to Market Square. Its desirability is already reflected by charging and this should be maintained.
	<b>Anne Street</b>		
	25 free spaces 48 charged spaces	Anne Street E arrangement maintained (48 charged spaces). Anne Street W (25 free spaces) likely to be redeveloped. Replacement space to be provided – arrangement to be confirmed.	Anne Street E has low occupancies due to adjacent free site, however this will close as part of redevelopment opportunity. As a result occupancies may increase, therefore current arrangement should be maintained. Arrangement for Anne Street W to be confirmed as part of development.
	<p>The above proposed arrangements should be implemented in the short term (1-2 years) and then reviewed in light of usage data. If parking demand continues to require</p>		

	<p>management then the remaining free spaces in Scotch Street should be converted to charged parking within the timescales of the strategy (2026).</p>																
3.8.8	<p><b>Smaller Towns and Villages</b></p> <p>There are a further eight Council car parks located in Castledawson, Clogher, Coalisland, Fivemiletown and Maghera. It should be noted that the Council does not currently have responsibility for car parks in other towns such as Moneymore, Augher and Ballygawley and therefore these have not been considered within this strategy.</p> <p>Analysis of the usage of the eight car parks that the Council is responsible for has shown that the majority of them operate with ample spare capacity. The exception to this would appear to be the Cornmill/Lineside site in Coalisland which may be approaching capacity.</p> <p>In Maghera and Coalisland, which are the next two largest towns after Magherafelt, Cookstown and Dungannon, there are forthcoming Public Realm schemes which should consider both on and off-street parking provision.</p> <p>As such, it is considered that the actions detailed above (Car Park Features) are also carried out for these eight car parks, with a particular focus on regular monitoring in order to identify any particular issues.</p>																
3.9	<p><b>Implementation Timescales</b></p> <p>A draft implementation timescale is detailed in the following table;</p> <table border="1" data-bbox="264 1059 1318 1675"> <thead> <tr> <th>Timescale</th><th>Event</th></tr> </thead> <tbody> <tr> <td>July 2017</td><td>Adoption of Option 4 by Environment Committee for Public Consultation</td></tr> <tr> <td>August-October 2017</td><td>12 week Public Consultation period</td></tr> <tr> <td>November 2017</td><td>Report to Environment Committee on the outcome of Public Consultation with agreement on the final preferred option</td></tr> <tr> <td>December 2017</td><td>Report to Policy &amp; Resources Committee requesting permission to modify the Off Street Car Parking Administrative Order</td></tr> <tr> <td>January-February 2018</td><td>Consultation on the Amended Off Street Car Parking Administrative Order</td></tr> <tr> <td>March 2018</td><td>Report to Policy &amp; Resources Committee to agree the amended Off Street Car Parking Administrative Order</td></tr> <tr> <td>April-June 2018</td><td>Implementation of the Actions as set out in this Report following adoption of the amended Off Street Car Parking Administrative Order</td></tr> </tbody> </table> <p>The above timetable is indicative and clearly dependent on the agreement of Council.</p>	Timescale	Event	July 2017	Adoption of Option 4 by Environment Committee for Public Consultation	August-October 2017	12 week Public Consultation period	November 2017	Report to Environment Committee on the outcome of Public Consultation with agreement on the final preferred option	December 2017	Report to Policy & Resources Committee requesting permission to modify the Off Street Car Parking Administrative Order	January-February 2018	Consultation on the Amended Off Street Car Parking Administrative Order	March 2018	Report to Policy & Resources Committee to agree the amended Off Street Car Parking Administrative Order	April-June 2018	Implementation of the Actions as set out in this Report following adoption of the amended Off Street Car Parking Administrative Order
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4.0	<p><b>Other Considerations</b></p>																
4.1	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: There are no immediate financial implications in the current financial year (2017/2018). Final Agreement of the Strategy will be supported by a costed Implementation Plan in relation to the proposed actions contained within this report.</p>																

	Human: Considerable Officer time in developing the Strategy.
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>DCAN 11: Access for People with Disabilities; In order to comply with DCAN 11 it will be necessary to increase the number of Disabled Parking Spaces by 43 spaces across the 23 Off Street Car Parks.</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>The Council has agreed to harmonise service delivery across the whole of the Mid Ulster District. The implementation of this Off Street Car Parking Strategy is therefore reducing the risk of the Council being challenged in this regard.</p>
<b>5.0</b>	<b><u>Recommendation(s)</u></b>
5.1	That the Committee recommends to Council that Option 4 as detailed in this report is adopted as the Preferred Strategy Option and that the Council agrees to enter into a twelve week Public Consultation period in relation to the Preferred Option and associated actions.
<b>6.0</b>	<b><u>Documents Attached &amp; References</u></b>
6.1	Appendix 1: Stage 1 & 2 Baseline Report (Aecom)
6.2	Appendix 2: Mid Ulster Parking Strategy and Action Plan

### **Draft Off Street Car Park Strategy and Action Plan: Consultation Response Booklet**

The Off Street Car Parking Function transferred to the Council from the then Department for Regional Development (DRD) on 1 April 2015 as a consequence of the Review of Public Administration and Local Government Reform.

At present Mid Ulster District Council operates 21 off street car parks in the following towns and villages throughout the District:

- |                |             |
|----------------|-------------|
| ➤ Castledawson | 1 car park  |
| ➤ Clogher      | 1 car park  |
| ➤ Coalisland   | 2 car parks |
| ➤ Cookstown    | 4 car parks |
| ➤ Dungannon    | 5 car parks |
| ➤ Fivemiletown | 2 car parks |
| ➤ Maghera      | 2 car parks |
| ➤ Magherafelt  | 4 car parks |

In 2016 Council commissioned consultants to help develop a ten year Off Street Car Park Strategy and Action Plan for Mid Ulster, a document that sets out how we can provide quality off street parking provision. In developing the Strategy we have engaged with a number of key stakeholders including Transport NI (within DfI), Translink, Cookstown Town Centre Forum, Dungannon Regeneration Partnership, and Magherafelt Town Centre Partnership.

We would now like to have your views on Option 4 of the draft strategy and action plan.

## OBJECTIVES

Q1 A set of objectives for the parking strategy have been developed. These primarily consider the Council's economic, social and environmental objectives as follows:

- Ensuring a consistency of approach to parking across the District
- Providing an appropriate level of parking to support economic vitality
- Ensuring that parking takes place in appropriate locations
- Minimising the potentially negative impacts of parking on residential communities
- Providing high quality parking and information, ideally through technology
- Providing parking for all types of users

To what extent do you agree or disagree with the objectives?

<input type="checkbox"/>	Strongly Agree	<input type="checkbox"/>	Agree	<input type="checkbox"/>	Neither	<input type="checkbox"/>	Disagree	<input type="checkbox"/>	Strongly Disagree
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Q2 To what extent do you agree or disagree the objectives are achievable?

<input type="checkbox"/>	Strongly Agree	<input type="checkbox"/>	Agree	<input type="checkbox"/>	Neither	<input type="checkbox"/>	Disagree	<input type="checkbox"/>	Strongly Disagree
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If not, please explain why?

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## PARKING FEATURES & STANDARDS

Q3 Some car parks perform different functions from others and key features must be considered to ensure car parks are fit for purpose, When thinking about parking, please rank the features below in order of importance to you where 1 is the most important and 9 is least important: (please select all that apply)

<input type="checkbox"/>	Car park layouts are adequate for vehicles to circulate
<input type="checkbox"/>	Parking space size is appropriate
<input type="checkbox"/>	Car parks are regularly maintained and cleaned
<input type="checkbox"/>	User Safety (e.g. no unobstructed views, adequate lighting)
<input type="checkbox"/>	Adequate signage on approach to car parks to reduce unnecessary circulation
<input type="checkbox"/>	Adequate Internal signage
<input type="checkbox"/>	Payment systems (where applicable) are easy to use
<input type="checkbox"/>	Operation through 'pay of foot' (i.e. barriers should be implemented where applicable and practically possible)
<input type="checkbox"/>	Cashless parking is promoted

Q4 There are a number of nationally recognised car parking accreditation standards which can be sought to reflect high quality parking provision and user experience (e.g. Park Mark or Disabled Parking Accreditation)

*To what extent do you agree or disagree with investment in obtaining recognised car parking accreditation standards in Council's Off Street Car Parks?*

☐ Strongly Agree
 ☐ Agree
 ☐ Neither
 ☐ Disagree
 ☐ Strongly Disagree

Q5 To what extent do you agree or disagree accreditation standards are achievable?

☐ Strongly Agree
 ☐ Agree
 ☐ Neither
 ☐ Disagree
 ☐ Strongly Disagree

Q6 In addition to seeking Disabled Parking Accreditation as detailed above, it is recommended that the Council review the number of disabled spaces provided in each of their car parks and compare them with guidance to ensure that a suitable number of spaces is required. This should also consider individual space size.

*To what extent do you agree or disagree with proposals to improved park accessibility for users?*

☐ Strongly Agree
 ☐ Agree
 ☐ Neither
 ☐ Disagree
 ☐ Strongly Disagree

If not, please explain why?

## OUR APPROACH – MAGHERAFELT TOWN CENTRE

Q7 There are a number of proposals for the Council car parks in Magherafelt Town Centre as follows:

- a. King Street – Free parking maintained, subject to current demand, as its located further away from the town centre its better suited to all day parkers. *To what extent do you agree or disagree with the proposal for King Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- b. Central – Free parking to be removed and all spaces to become charged due to its proximity to the town centre. The tariffs changed to be consistent with other town centre car park locations, and Pay on foot implemented reducing the need for enforcement.

*To what extent do you agree or disagree with the proposal for Central?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- c. Union Road – The number of free parking spaces to be reduced to better manage parking turnover and all spaces to become charged due to its proximity to the town centre. The area between Castledawson Road and the bus station should be reallocated as disabled and parent and child spaces, and Pay on foot pilot scheme implemented reducing the need for enforcement.

*To what extent do you agree or disagree with the proposal for Union Road?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- d. Rainey Street – Reallocate more spaces as disabled and parent and child spaces. Remove pay and display parking as far as practically possible and introduce Pay on foot through a redesigned layout including access/egress with the shopping centre car park to improve the user experience.

*To what extent do you agree or disagree with the proposal for Rainey Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

If you disagree with any part of Q7, please explain why?

## OUR APPROACH – COOKSTOWN TOWN CENTRE

Q8 There are a number of proposals for the Council car parks in Cookstown Town Centre as follows:

- a. Loy Street – Free parking maintained, subject to current demand, as it is located further away from the town centre it is better suited to all day parkers. *To what extent do you agree or disagree with the proposal for Loy Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- b. Union Place – Free parking to be removed and all spaces to become charged due to its proximity to the town centre. Pay on foot system to be implemented through a redesigned layout to provide a better user experience.  
*To what extent do you agree or disagree with the proposal for Union Place?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- c. Orritor Street – Free parking maintained, subject to current demand, with capacity to accommodate transfer from the adjacent Burn Road.  
*To what extent do you agree or disagree with the proposal for Orritor Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- d. Burn Road – Free parking to be removed and all spaces to become charged due to its proximity to the town centre. Pay on foot system to be implemented through a redesigned layout, including linkage to Orritor Street car park to provide a better user experience.  
*To what extent do you agree or disagree with the proposal for Burn Road?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

If you disagree with any part of Q8, please explain why?

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## OUR APPROACH – DUNGANNON TOWN CENTRE

Q9 There are a number of proposals for the Council car parks in Dungannon Town Centre as follows:

- a. Scotch Street – Free parking maintained, subject to current demand.

*To what extent do you agree or disagree with the proposal for Scotch Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- b. Perry Street – Free parking to be removed and all spaces to become charged due to its proximity to the town centre.

*To what extent do you agree or disagree with the proposal for Perry Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- c. Castle Hill – Charged parking to be retained due to its proximity to the town centre.

*To what extent do you agree or disagree with the proposal for Castle Hill?*

☐ Strongly Agree ☐ ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

- d. Ann Street – Charged parking to be retained in Ann Street East, with Ann Street West site to be redeveloped with replacement space to be provided.

*To what extent do you agree or disagree with the proposal for Anne Street?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

If you disagree with any part of Q9, please explain why?

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## OUR APPROACH – SMALLER TOWNS AND VILLAGES

There are a further eight Council car parks located in Castledawson, Clogher, Coalisland, Fivemiletown and Maghera. Analysis of the usage of the eight car parks that the Council is responsible for has shown that the majority of them operate with ample spare capacity. The exception to this would appear to be the Cornmill/Lineside site in Coalisland which may be approaching capacity.

In Maghera and Coalisland, which are the next two largest towns after Magherafelt, Cookstown and Dungannon, there are forthcoming Public Realm schemes which should consider parking provision. It is not recommended at this time that changes to these car parks in terms of time limits or charges are considered, unless there are changes in current demand. Improvements to features and standards will be considered.

**Q10 To what extent do you agree or disagree with the proposals for the Smaller towns and Villages?**

☐ Strongly Agree   ☐ Agree   ☐ Neither   ☐ Disagree   ☐ Strongly Disagree

If not, please explain why?

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## OTHER STAKEHOLDERS

Transport NI retain control of on-street car parking in addition to other highway responsibilities. Whilst Transport NI do not currently have plans to alter provision in Mid Ulster, it is recommended that this is kept under regular review, including regular monitoring of parking acts.

Translink operate a number of bus services in the District, many of which operate via dedicated Park and Ride sites. It is recommended that Translink continue to monitor the usage of these sites to identify trends in relation parking and the town centres.

There are a number of private car park operators who provide parking for general users or as part of retail developments. These stakeholders also have a part to play in ensuring that parking 'works' in each of the towns.

All stakeholder should seek to work collaboratively with the to ensure that the parking offer within each town is appropriate.

*Q11 To what extent do you agree or disagree with the proposals for Stakeholders to monitor demand regularly and work collaboratively?*

☐ Strongly Agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly Disagree

If not, please explain why?

Thank you for completing the survey.

The closing date for responses is Friday 29 December 2017.

Please return your survey to Arlene McIlwrath, Environment and Property Department, Council Offices, 50 Ballyronan Road, Magherafelt, BT45 6EN, E: [arlene.mcilwrath@midulstercouncil.org](mailto:arlene.mcilwrath@midulstercouncil.org)

# Technical Note

**Project**

Mid Ulster Parking Strategy

**Client**

Mid Ulster  
District Council

**Date**

14.02.18

**Job No.**

60563245

**Author**

Claire McComish

**Checked**

Peter Morrow

**Approved**

Peter Morrow

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## Parking Usage and Duration Surveys – February 2018

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### BACKGROUND

AECOM has been appointed by Mid Ulster District Council to develop an off-street parking strategy and action plan. The work to date has included surveys of usage in the council's car parks. Previous surveys were undertaken in September 2016 and February 2017.

The Council requested AECOM to carry out like-for-like surveys in February 2018 to those that were done in February 2017 at the council's car parks in Magherafelt, Cookstown and Dungannon.

This technical note details the data collected in February 2018 and compares it with the previously collected data.

### SURVEY METHODOLOGY

AECOM carried out the surveys on Wednesday 7<sup>th</sup> February via manual observation. The weather conditions were cold with patches of rain occurring the day. No disruptions were noted within the three town centres and all of the car parks were fully accessible.

Data was collected at each car park twice during the day; first between 10:00 – 12:00 and then between 14:00 – 16:00. On both occasions the surveyors recorded the number of vehicles parked in each site and also recorded partial registration numbers of each vehicle.

The data was then collated into analysis software and the number of parked vehicles was summed. The partial registration numbers were then matched between the morning and afternoon in order to provide an estimate of how many vehicles were noted on both occasions, and therefore to provide an estimation of how many vehicles were parked for a long duration (+4 hours).

### RESULTS AND COMPARISON

The results of the surveys for each car park are shown in the following tables for each of the three respective towns.

The tables firstly show the number of vehicles recorded and the resultant occupancy. The tables also show the number of vehicles that were seen in the morning only, the afternoon only, and also matched between the two periods and therefore determined to be long stay.

The final row of the tables shows the estimated proportion of parked vehicles that are long stay in comparison to the totals parked during each of the two periods. So by way of example, if 50 vehicles were seen in both periods and the total parked was 70 in the morning and 80 in the afternoon, the estimated proportion of long stay would be the average of 50/70 (71%) and 50/80 (63%) = 67% overall.

The final tables show the overall results for each the towns as a whole.

## DUNGANNON

The results for the seven car parks in Dungannon (Tables 1 and 2) would suggest the following when considering the data collected on three separate occasions:

- Scotch Street South (free) – occupancy between 50-70%, up to 70% of which are long stay parkers.
- Scotch Street North (charged) – occupancy between 10-30%, up to 50% of which are long stay parkers.
- Perry Street East (free) – occupancy between 100-120%, up to 85% of which are long stay parkers.
- Perry Street East (charged) – occupancy between 20-40%, up to 60% of which are long stay parkers.
- Caste Hill (charged) – occupancy between 40-85%, up to 50% of which are long stay parkers.
- Anne Street West (free) – occupancy is currently around double the current formalised provision, up to 70% of which are long stay parkers.
- Anne Street East (charged) – occupancy between 25-30%, up to 85% of which are long stay parkers.

Overall (Table 3), it can be seen that:

- There are generally static levels of demand for the charged sites but increasing demand for the free sites.
- Overall, demand has increased over the period when the surveys have been carried out.
- The occupancy of the free car parks has increased and they are now considered to be operating at capacity (NB: there is currently ample space at Anne St W but this is part of a forthcoming development site), but there is spare capacity in the charged sites.
- The proportion of long stay parking has increased marginally in the charged sites but it has increased noticeably in the free sites.
- Around 65% of the total capacity is taken up throughout the day (NB: Anne Street West provision).
- Overall, long stay parking currently represents two-thirds of demand, which is an increase of around 15% since the first set of surveys were carried out. This represents 38% of the total number of spaces that are used for long stay parking.

**Table 1 – Dungannon Occupancy Survey Results – Individual Sites Part 1**

Off Street Car Parks	Scotch St South			Scotch St North			Perry St East			Perry St West		
Tariff	Free			Charged			Free			Charged		
No. of Spaces	161			97			56			36		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	111	89	71	14	20	29	68	63	61	15	8	13
AM Occ %	69%	55%	44%	14%	21%	30%	121%	113%	109%	42%	22%	36%
PM Count	114	81	93	7	23	25	66	61	57	6	9	8
PM Occ	71%	50%	58%	7%	24%	26%	118%	109%	102%	17%	25%	22%
Seen AM only	38	46	34	12	8	15	12	12	23	10	6	6
Seen PM only	41	38	56	5	11	11	10	10	19	1	7	11
Long Stay Parkers (no.)	74	43	37	2	12	14	57	51	38	5	2	2
Long Stay Parkers (%)	66%	51%	46%	21%	56%	52%	85%	82%	64%	58%	24%	20%

Source: AECOM site surveys

Table 2 – Dungannon Occupancy Survey Results – Individual Sites Part 2

Off Street Car Parks	Castle Hill			Anne Street West			Anne Street East		
Tariff	Charged			Free			Charged		
No. of Spaces	100			25*			48		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	44	51	85	49	44	65	12	13	15
AM Occ %	44%	51%	85%	196%	176%	260%	25%	27%	31%
PM Count	45	62	40	47	53	61	11	12	14
PM Occ	45%	62%	40%	188%	212%	244%	23%	25%	29%
Seen AM only	26	24	67	16	15	22	10	9	10
Seen PM only	27	35	22	14	24	18	9	8	9
Long Stay Parkers (no.)	18	27	18	34	29	43	10	4	5
Long Stay Parkers (%)	40%	48%	33%	71%	60%	68%	87%	32%	35%

Source: AECOM site surveys. \*spaces not lined out

Table 3 – Dungannon Occupancy Survey Results – Overall

Off Street Car Parks	All Charged Sites			All Free Sites			All Sites		
Tariff	Charged			Free			Charged & Free		
No. of Spaces	281			242*			523		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	85	92	142	228	196	197	313	288	339
AM Occ %	30%	33%	51%	94%	81%	81%	60%	55%	65%
PM Count	69	106	87	227	195	211	296	301	298
PM Occ	25%	38%	31%	94%	81%	87%	57%	58%	57%
Seen AM only	58	47	98	66	73	79	124	120	177
Seen PM only	42	61	53	65	72	93	107	133	146
Long Stay Parkers (no.)	35	45	39	165	123	118	200	168	157
Long Stay Parkers (%)	46%	46%	36%	73%	63%	58%	66%	57%	49%

Source: AECOM site surveys. \*spaces not lined out at Anne St West.

## COOKSTOWN

The results for the four free car parks in Cookstown (Table 4) would suggest the following when considering the data collected on three separate occasions:

- Loy Street – occupancy between 50-75%, up to 60% of which are long stay parkers.
- Union Place – occupancy between 90-100%, up to 75% of which are long stay parkers.
- Orritor Street – occupancy between 30-70%, up to 60% of which are long stay parkers.
- Burn Road – occupancy between 90-100%, up to 75% of which are long stay parkers.
- Two out of the four car parks are effectively full for most of the day; these being Union Place and Burn Road which are located closest geographically to the centre of the town.

Overall (Table 5), it can be seen that:

- There are generally static levels of demand overall, taking up around 70-85% of available capacity.
- There appears to have been a slight drop in overall demand in the car parks between Feb 2017 and Feb 2018, although this is only around 40-60 vehicles and is not considered to be related to the influence of parking as no changes have occurred during this period.
- The proportion of long stay parking has increased from around 60% of overall demand up to nearly 70%. This represents 47% of the total number of spaces that are used for long stay parking.

**Table 4 – Cookstown Occupancy Survey Results – Individual Sites**

Off Street Car Parks	Loy Street			Union Place			Orritor Street			Burn Road		
Tariff	Free			Free			Free			Free		
No. of Spaces	54			117			129			106		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	29	41	31	120	120	103	43	58	75	93	110	110
AM Occ %	54%	76%	57%	103%	103%	88%	33%	45%	58%	88%	104%	104%
PM Count	29	33	27	117	103	116	43	93	87	90	109	105
PM Occ	54%	61%	50%	100%	88%	99%	33%	72%	67%	85%	103%	99%
Seen AM only	11	23	15	32	53	38	22	30	40	32	30	34
Seen PM only	11	15	11	29	36	51	22	65	52	29	29	29
Long Stay Parkers (no.)	18	18	16	89	67	65	24	28	35	61	80	76
Long Stay Parkers (%)	62%	49%	55%	75%	60%	60%	56%	39%	43%	67%	73%	71%

Source: AECOM site surveys

**Table 5 – Cookstown Occupancy Survey Results – Overall**

Off Street Car Parks	All Sites		
Tariff	Free		
No. of Spaces	406		
Date	Feb-18	Feb-17	Sep-16
AM Count	285	329	319
AM Occ %	70%	81%	79%
PM Count	279	338	335
PM Occ	69%	83%	83%
Seen AM only	97	136	127
Seen PM only	91	145	143
Long Stay Parkers (no.)	192	193	192
Long Stay Parkers (%)	68%	58%	59%

Source: AECOM site surveys

## MAGHERAFELT

The results for the six car parks in Magherafelt (Tables 6 and 7) would suggest the following when considering the data collected on three separate occasions:

- Union Road (free) – occupancy between 70-110%, up to 95% of which are long stay parkers.
- Union Road (charged) – occupancy between 50-105%, up to 40% of which are long stay parkers.
- Rainey Street (charged) – occupancy between 40-55%, up to 30% of which are long stay parkers.
- Central (free) – occupancy between 80-100%, up to 75% of which are long stay parkers.
- Central (charged) – occupancy between 40-95%, up to 80% of which are long stay parkers.
- King Street (free) – occupancy between 40-100%, up to 70% of which are long stay parkers
- Two out of the six car parks are effectively full for most of the day; these being Union Road (free) and Central (free).

Overall (Table 8), it can be seen that:

- There are generally static levels of demand overall, if not slightly declining between Feb 2017 and Feb 2018 overall, taking up around 60% of available capacity.
- There appears to have been a slight drop in overall demand in the car parks between Feb 2017 and Feb 2018, of around 60-120 vehicles, but this is not considered to be related to the influence of parking as no changes have occurred during this period.
- The proportion of long stay parking has stayed fairly constant at around 40-50% of overall demand. This represents 24% of the total number of spaces that are used for long stay parking.

Table 6 – Magherafelt Occupancy Survey Results – Individual Sites Part 1

Off Street Car Parks	Union Road Free			Union Road Charged			Rainey Street		
Tariff	Free			Charged			Charged		
No. of Spaces	91			101			241		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	97	100	99	80	84	104	100	113	104
AM Occ %	107%	110%	109%	79%	83%	103%	41%	47%	43%
PM Count	74	93	63	53	65	106	95	133	106
PM Occ	81%	102%	69%	52%	64%	105%	39%	55%	44%
Seen AM only	53	32	25	65	56	46	73	83	82
Seen PM only	30	25	19	38	37	29	68	103	84
Long Stay Parkers (no.)	46	68	74	17	28	17	31	30	22
Long Stay Parkers (%)	55%	71%	96%	27%	38%	16%	32%	25%	21%

Source: AECOM site surveys

Table 7 – Magherafelt Occupancy Survey Results – Individual Sites Part 2

Off Street Car Parks	Central Free			Central Charged			King Street		
Tariff	Free			Charged			Free		
No. of Spaces	38			80			42		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	35	37	37	47	77	69	22	37	43
AM Occ %	92%	97%	97%	59%	96%	86%	52%	88%	102%
PM Count	29	32	38	33	73	63	17	32	38
PM Occ	76%	84%	100%	41%	91%	79%	40%	76%	90%
Seen AM only	17	12	10	26	17	32	12	12	15
Seen PM only	11	7	11	12	13	26	7	7	10
Long Stay Parkers (no.)	18	25	27	21	60	37	11	15	28
Long Stay Parkers (%)	57%	73%	72%	54%	80%	56%	57%	44%	69%

Source: AECOM site surveys.

Table 8 – Magherafelt Occupancy Survey Results – Overall

Off Street Car Parks	All Charged Sites			All Free Sites			All Sites		
Tariff	Charged			Free			Charged & Free		
No. of Spaces	422			171			593		
Date	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16	Feb-18	Feb-17	Sep-16
AM Count	227	274	277	154	174	179	381	448	456
AM Occ %	54%	65%	66%	90%	102%	105%	64%	76%	77%
PM Count	181	271	275	120	157	139	301	428	414
PM Occ	43%	64%	65%	70%	92%	81%	51%	72%	70%
Seen AM only	164	156	160	82	56	50	246	212	210
Seen PM only	118	153	139	48	39	40	166	192	179
Long Stay Parkers (no.)	69	118	76	75	108	129	144	226	205
Long Stay Parkers (%)	34%	43%	28%	56%	65%	82%	43%	52%	47%

Source: AECOM site surveys.

## OVERALL

In overall terms, there are similar levels of total demand for parking in the council sites when comparing Dungannon and Cookstown, with around 300 vehicles parked in both towns at any one time. In Magherafelt there are slightly more vehicles parked (300-400).

This demand uses up just under 60% of capacity in Dungannon and Magherafelt, but takes up nearly 70% of capacity in Cookstown.

In terms of long stay parking, it is estimated that there are around 200 vehicles parked in both Dungannon and Cookstown for this purpose at any one time, whereas in Magherafelt around 150 vehicles are parking for long stay.

<b>Report on</b>	Authorisation of EHOs for Micro Beads legislation
<b>Reporting Officer</b>	Mark Kelso - Director of Public Health & Infrastructure
<b>Contact Officer</b>	Fiona McClements

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Committee following receipt of request from the Department of Agriculture, Environment and Rural Affairs ( DAERA ) regarding the designation of Environmental Health Officers as "authorised persons" for the purposes of enforcing legislation to ban the manufacture and sale of rinse-off cosmetic products containing plastic micro-beads.
<b>2.0</b>	<b>Background</b>
2.1	Microbeads are tiny pieces of plastic, which are added to products such as shower gels, toothpaste and face scrubs. These are then washed down the drain and are deposited in the marine environment. The ban is good news for the environment as it signals that government is serious about tackling the problem of marine plastic pollution.
2.2	There has been growing media and public concern over the global problem of plastic pollution in the marine environment. The Westminster Environmental Audit Committee published two reports on its inquiry into disposable packaging; Plastic Bottles: Turning Back the Plastic Tide published Friday 22 December 2017 and the Disposable Packaging: Coffee Cups published on Friday 5 January 2018 which have generated substantial media interest. Public interest in the problem of marine plastic pollution has also been heightened by the recent BBC Blue Planet II programme.
2.3	DAERA is supporting a UK-wide project to ban the manufacture and sale of cosmetic products containing microbeads. The ban on the manufacture in England became effective from 9 January. This will be followed by the ban on the sale of rinse-off cosmetic products containing microbeads becoming effective on 19th June 2018. Scotland and Wales expect to introduce both bans by July 2018, pending the outcome of consultation, EU notification processes and legislative procedures.

<b>3.0</b>	<b>Main Report</b>
3.1	In Northern Ireland, it is proposed to introduce both bans later in 2018 using powers contained at Article 32 of the Waste and Contaminated Land (Northern Ireland) Order 1997.
3.2	Engagement with the Cosmetic, Toiletry and Perfumery Association suggests that all companies contacted in a 2016 survey had stopped manufacturing rinse-off cosmetic products containing plastic microbeads ahead of the ban in England commencing on 9 January 2018. The companies either have no stocks remaining or were confident that stocks would be exhausted by July 2018.
3.3	It is anticipated that the effort associated with enforcing the legislation should be of a limited nature in Northern Ireland, where market intelligence suggests that there are no manufacturers using plastic microbeads.
3.4	In Northern Ireland, Regulation (EC) No 1223/2009 on cosmetic product ingredients are enforced by council Environmental Health Officers as part of the consumer protection function. There are 1379 substances that are currently banned from cosmetics, and a further 296 substances that are restricted. District Councils have good intelligence of the manufacturers, importers and distributors. Research undertaken across Council areas in NI suggests that there are no business using or distributing cosmetic products containing microbeads.
3.5	The issue was also raised regionally with Environmental Health Northern Ireland (EHNI) and Officers were content that the activity or actions required would be minimal in nature.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>  <b>Financial:</b> None <b>Human:</b> Existing staff.
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/a
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That members confirm the authorisation of Environmental Health staff for the purposes of Micro Bead regulation under the scheme of delegation to the Director of Public Health and Infrastructure .
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	None

<b>Report on</b>	<b>Dual Language Signage Request</b>
<b>Reporting Officer</b>	<b>William Wilkinson</b>
<b>Contact Officer</b>	<b>William Wilkinson</b>

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To advise Members of requests for Dual Language Signage from residents on the streets/roads in question.
<b>2.0</b>	<b>Background</b>
2.1	<p>In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English.</p> <p>The Policy for Street Naming and Dual Language Signage – Section 6.0, as adopted (See Appendix 1) forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Building Control Service within the Public Health and Infrastructure Department have received valid letters signed by occupiers of the street in each case requesting signage to be erected in a second language being “Irish” in each case adjacent to the nameplate in English as follows:-</p> <ol style="list-style-type: none"> <li>1. Hall Lane, Gulladuff - (See Appendix 2)</li> <li>2. Tullagh View, Cookstown – (See Appendix 3)</li> </ol> <p>The occupiers signing the requests in each case have been confirmed as residents of their particular street, which has been evidenced by their listing on the current Electoral Register as required in accordance with the Policy as adopted. (See Appendix 1).</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: Within current resources</p> <p>Human: Within current resources</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>

<b>4.3</b>	<b><u>Risk Management Implications</u></b>  None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members note the content of this report and agree to proceed to survey.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<p>Appendix 1 – Street Naming and Dual Language Signage – Section 6.0 : Dual Language Signage Nameplates Policy</p> <p>Appendix 2 – Letter received from resident of Hall Lane, Gulladuff</p> <p>Appendix 3 – Letter received from resident of Tullagh View, Cookstown</p>

# **MID ULSTER DISTRICT COUNCIL**

## **Dual Language Signage Nameplates**

**(Article 11 of The Local Government (Miscellaneous Provisions) (NI) Order 1995)**

## **Revised Policy and Procedure**

### **6.0 DUAL LANGUAGE SIGNAGE NAMEPLATES**

6.1 The Council will apply this policy when considering applications for dual language signage expressing the name of the street in a language other than English, to both existing and new streets.

6.2 The 1995 Order gives the Council a discretionary power to erect dual language signs or second nameplates, adjacent to the nameplate in English. In exercising this discretionary power the Council must have regard to any views on the matter expressed by the occupiers of premises in that street.

#### **6.3 Criteria - General**

The Council in making arrangements and providing opportunities for dual language signage within street naming shall;

1. Have regard to any views on the matter expressed by occupiers of the street
2. For the purposes of the policy, “occupiers” shall mean any person who resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which has its frontage immediately adjoining the street, hereafter referred to as ‘property’. Only the views of occupiers aged 18 or over in each property that is occupied and listed on the Electoral Register at the date of survey will be considered.
3. In relation to properties , the ‘occupier’ will include the owner and family members or tenants as listed on the current Electoral / Rates Register as residing at that address or tenants in actual possession of the premises, but not employees within such premises at the date of the survey.
4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.

6.4 The provision of dual language Street Names will normally only be considered in the following circumstances:

- In the case of existing streets, where the Council has been petitioned and/or consulted with the occupiers of premises in that street and other persons it deems appropriate, in accordance with these arrangements.

### **Dual Language Signage Nameplates: *Procedure***

In deciding whether it should exercise its discretionary powers in relation to erection of dual language nameplates under Article 11 of the 1995 Order, the Council shall only do so after having regard to the views of occupiers of premises which has its frontage immediately adjoining that street.

The procedure for seeking and assessing the views of occupiers and criteria to be applied in deciding whether to erect a dual language nameplate in a language other than English is;

1. A valid petition or letter, signed by occupiers of the street must be made to Council to enable this matter to be considered. Requests should be made to Building Control Service within the Public Health and Infrastructure Department. A petition / letter request shall be valid if; it is from an occupier who appears on the Electoral Register as maintained by the Electoral Office for NI; the address of the petitioner is contained on the petition / letter and; the individuals name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A petition / letter may be received by email but it must be attached as a file and signed. The Council shall not accept a request made within the body of an email.
2. The Environment Committee will receive notification of submitted requests by way of valid petition as referenced at 1, above. A petition will be deemed to be valid where it is completed by a minimum of one householder on that street. Approval will be sought from the Environment Committee to undertake the survey requested by the valid petition / letter.
3. Upon agreement, the Council will canvass, by post, all occupiers listed on the Electoral Register and the Pointer addressing system of that street; seeking their views on the request to erect a dual-language street nameplate. Each letter will contain survey forms for the number of occupiers registered on the Electoral Register for that property at that time.
4. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.
5. For purposes of assessment where 51 % (rounded to nearest whole number) of the occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then this shall be presented to the Environment Committee for decision recommending that the dual language street nameplate be approved and erected. The Environment Committee having considered the request and the result of the survey may agree to permit or not permit the erection of the dual language nameplate.
6. Where 51 % of occupiers (rounded to nearest whole number) that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then this shall be presented to the Environment Committee for decision recommending that the dual language street nameplate shall not be approved or erected.
7. If the request is refused by those households surveyed, further requests will not be considered until the expiry of 12 months from the date at which the Environment Committee refuses it.

Adopted by Council 23/03/17

8. Where the request is granted and the other language is Irish, the Irish Language Section within Department of Culture and Leisure and / or an approved translator will provide the Irish language form of the street name. Any other language shall be obtained from an approved translation service the cost of which will be notified to the Environment Committee when receiving the report on the outcome of the survey. The other language will not be used to express the name of the street for statutory purposes
9. The font and size of lettering of the other language shall be in accordance with that as shown in Appendix E.
10. Following the Council's decision on the matter all occupiers of the street will be notified of the decision.
11. Where agreed, a new dual language nameplate will be erected at the start and finish of the street or road in question and at such points along it as required e.g. at other road junctions, in accordance with any operational requirements as determined by the Property Services Team.

## Appendix 2

Mr William Wilkinson  
Public Health and Infrastructure Department  
Building Control Services  
Mid-Ulster District Council  
50 Ballyronan Road  
Magherafelt  
Co Derry  
BT45 6EN

Dear Sir/madam

I am a resident of ...HAUL LANE, MAYOGALL.....  
.....and I wish to make a formal request to have my road/street name in the Irish language  
as per Mid-Ulster District Council's bi-lingual Street name policy.

Regards



Mid Ulster District Council

28 FEB 2018

RECEIVED  
(Magherafelt Office)

## Appendix 3

Willie Wilkinson  
C/O Building Control Service  
Directorate of Public Health & Infrastructure  
Mid-Ulster District Council

Tullagh View  
Cookstown  
BT80 8TU

8<sup>th</sup> March 2018

Dear Mr Wilkinson,

### **Request to Implement Mid-Ulster District Council Policy & Procedure for Dual Language Signage**

I am writing to ask if you would initiate the Council Procedure for Irish language signage at Tullagh View

In line with the policy, by way of my signature below I am giving consent, as a resident of the area, for you to now carry out the relevant procedure as agreed by Mid Ulster Council.

Yours sincerely,

Mid Ulster District Council  
13 MAR 2018  
RECEIVED  
(Magherafelt Office)



<b>Report on</b>	Dual Language Signage Survey
<b>Reporting Officer</b>	William Wilkinson
<b>Contact Officer</b>	William Wilkinson

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>																		
1.1	To advise Members on the result of surveys undertaken on all applicable residents on the streets/roads in response to Dual Language Signage Nameplates requests.																		
<b>2.0</b>	<b>Background</b>																		
2.1	<p>In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English.</p> <p>The Policy for Street Naming and Dual Language Signage – Section 6.0, as adopted (See Appendix 1) forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets.</p> <p>Members had previously agreed to canvass, by post, all occupiers as listed on the Electoral Register residing on the streets/roads as noted below seeking their views on the request to erect dual-language street nameplates in the Irish Language as requested in each case.</p>																		
<b>3.0</b>	<b>Main Report</b>																		
3.1	<p>The Building Control Service within the Public Health and Infrastructure Department issued occupiers of the undernoted streets, correspondence seeking their views on the request to erect a dual-language street nameplate on that streets/roads:</p> <p>Completed surveys were received by the return date and the outcome is as follows in each case:</p>																		
3.2	<table border="1"> <tr> <td>Name of Street</td><td>Kinturk Road, Cookstown</td></tr> <tr> <td>Language Requested</td><td>Irish</td></tr> <tr> <td>Date Request Validated</td><td>02/11/2017</td></tr> <tr> <td>Survey Request Approved by Environment Committee</td><td>04/12/2017</td></tr> <tr> <td>Surveys Issued</td><td>09/02/2018</td></tr> <tr> <td>Surveys returned by</td><td>09/03/2018</td></tr> <tr> <td>Survey Letters Issued</td><td>153</td></tr> <tr> <td>Survey Letters Returned</td><td>53</td></tr> <tr> <td>Replies in Favour</td><td>52</td></tr> </table>	Name of Street	Kinturk Road, Cookstown	Language Requested	Irish	Date Request Validated	02/11/2017	Survey Request Approved by Environment Committee	04/12/2017	Surveys Issued	09/02/2018	Surveys returned by	09/03/2018	Survey Letters Issued	153	Survey Letters Returned	53	Replies in Favour	52
Name of Street	Kinturk Road, Cookstown																		
Language Requested	Irish																		
Date Request Validated	02/11/2017																		
Survey Request Approved by Environment Committee	04/12/2017																		
Surveys Issued	09/02/2018																		
Surveys returned by	09/03/2018																		
Survey Letters Issued	153																		
Survey Letters Returned	53																		
Replies in Favour	52																		

	Replies not in Favour	0																									
	Invalid	1																									
	Valid Returns	52																									
	Percentage in Favour	100%																									
	In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are in favour of the erection of a dual language street nameplate, then the Members are requested to consider to permit or not permit the erection of the dual language nameplates at Kinturk Road, Cookstown																										
3.3	<table><tr><td>Name of Street</td><td>Ardagh Road, Cookstown</td></tr><tr><td>Language Requested</td><td>Irish</td></tr><tr><td>Date Request Validated</td><td>02/11/2017</td></tr><tr><td>Survey Request Approved by Environment Committee</td><td>04/12/2017</td></tr><tr><td>Surveys Issued</td><td>09/02/2018</td></tr><tr><td>Surveys returned by</td><td>09/03/2018</td></tr><tr><td>Survey Letters Issued</td><td>18</td></tr><tr><td>Survey Letters Returned</td><td>10</td></tr><tr><td>Replies in Favour</td><td>4</td></tr><tr><td>Replies not in Favour</td><td>5</td></tr><tr><td>Invalid</td><td>1</td></tr><tr><td>Valid Returns</td><td>9</td></tr><tr><td>Percentage in Favour</td><td>44%</td></tr></table> <p>In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are not in favour of the erection of a dual language street nameplate, then the Members are requested to consider that the dual language street nameplate is not approved or erected at Ardagh Road, Cookstown</p>	Name of Street	Ardagh Road, Cookstown	Language Requested	Irish	Date Request Validated	02/11/2017	Survey Request Approved by Environment Committee	04/12/2017	Surveys Issued	09/02/2018	Surveys returned by	09/03/2018	Survey Letters Issued	18	Survey Letters Returned	10	Replies in Favour	4	Replies not in Favour	5	Invalid	1	Valid Returns	9	Percentage in Favour	44%
Name of Street	Ardagh Road, Cookstown																										
Language Requested	Irish																										
Date Request Validated	02/11/2017																										
Survey Request Approved by Environment Committee	04/12/2017																										
Surveys Issued	09/02/2018																										
Surveys returned by	09/03/2018																										
Survey Letters Issued	18																										
Survey Letters Returned	10																										
Replies in Favour	4																										
Replies not in Favour	5																										
Invalid	1																										
Valid Returns	9																										
Percentage in Favour	44%																										
4.0	Other Considerations																										
4.1	<b><u>Financial &amp; Human Resources Implications</u></b>  Financial: Within current resources  Human: Within current resources																										
4.2	<b><u>Equality and Good Relations Implications</u></b>  None																										
4.3	<b><u>Risk Management Implications</u></b>  None																										
5.0	Recommendation(s)																										

5.1	That Members note the results of the survey and agree the application of Dual Language Nameplates in Irish for the street/road as noted below:  <b>Kinturk Road, Cookstown</b>
5.2	That Members note the results of the survey and do not approve the application of Dual Language Nameplates in Irish for the street/road as noted below:  <b>Ardagh Road, Cookstown</b>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Street Naming and Dual Language Signage – Section 6.0 : Dual Language Signage Nameplates Policy  Appendix 2 – Dual Language Nameplate Translation for each street/road



# **MID ULSTER DISTRICT COUNCIL**

## **Dual Language Signage Nameplates**

**(Article 11 of The Local Government (Miscellaneous Provisions) (NI) Order 1995)**

## **Revised Policy and Procedure**

### **6.0 DUAL LANGUAGE SIGNAGE NAMEPLATES**

6.1 The Council will apply this policy when considering applications for dual language signage expressing the name of the street in a language other than English, to both existing and new streets.

6.2 The 1995 Order gives the Council a discretionary power to erect dual language signs or second nameplates, adjacent to the nameplate in English. In exercising this discretionary power the Council must have regard to any views on the matter expressed by the occupiers of premises in that street.

#### **6.3 Criteria - General**

The Council in making arrangements and providing opportunities for dual language signage within street naming shall;

1. Have regard to any views on the matter expressed by occupiers of the street
2. For the purposes of the policy, “occupiers” shall mean any person who resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which has its frontage immediately adjoining the street, hereafter referred to as ‘property’. Only the views of occupiers aged 18 or over in each property that is occupied and listed on the Electoral Register at the date of survey will be considered.
3. In relation to properties , the ‘occupier’ will include the owner and family members or tenants as listed on the current Electoral / Rates Register as residing at that address or tenants in actual possession of the premises, but not employees within such premises at the date of the survey.
4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.

6.4 The provision of dual language Street Names will normally only be considered in the following circumstances:

- In the case of existing streets, where the Council has been petitioned and/or consulted with the occupiers of premises in that street and other persons it deems appropriate, in accordance with these arrangements.

### **Dual Language Signage Nameplates: *Procedure***

In deciding whether it should exercise its discretionary powers in relation to erection of dual language nameplates under Article 11 of the 1995 Order, the Council shall only do so after having regard to the views of occupiers of premises which has its frontage immediately adjoining that street.

The procedure for seeking and assessing the views of occupiers and criteria to be applied in deciding whether to erect a dual language nameplate in a language other than English is;

1. A valid petition or letter, signed by occupiers of the street must be made to Council to enable this matter to be considered. Requests should be made to Building Control Service within the Public Health and Infrastructure Department. A petition / letter request shall be valid if; it is from an occupier who appears on the Electoral Register as maintained by the Electoral Office for NI; the address of the petitioner is contained on the petition / letter and; the individuals name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A petition / letter may be received by email but it must be attached as a file and signed. The Council shall not accept a request made within the body of an email.
2. The Environment Committee will receive notification of submitted requests by way of valid petition as referenced at 1, above. A petition will be deemed to be valid where it is completed by a minimum of one householder on that street. Approval will be sought from the Environment Committee to undertake the survey requested by the valid petition / letter.
3. Upon agreement, the Council will canvass, by post, all occupiers listed on the Electoral Register and the Pointer addressing system of that street; seeking their views on the request to erect a dual-language street nameplate. Each letter will contain survey forms for the number of occupiers registered on the Electoral Register for that property at that time.
4. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.
5. For purposes of assessment where 51 % (rounded to nearest whole number) of the occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then this shall be presented to the Environment Committee for decision recommending that the dual language street nameplate be approved and erected. The Environment Committee having considered the request and the result of the survey may agree to permit or not permit the erection of the dual language nameplate.
6. Where 51 % of occupiers (rounded to nearest whole number) that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then this shall be presented to the Environment Committee for decision recommending that the dual language street nameplate shall not be approved or erected.
7. If the request is refused by those households surveyed, further requests will not be considered until the expiry of 12 months from the date at which the Environment Committee refuses it.

Adopted by Council 23/03/17

8. Where the request is granted and the other language is Irish, the Irish Language Section within Department of Culture and Leisure and / or an approved translator will provide the Irish language form of the street name. Any other language shall be obtained from an approved translation service the cost of which will be notified to the Environment Committee when receiving the report on the outcome of the survey. The other language will not be used to express the name of the street for statutory purposes
9. The font and size of lettering of the other language shall be in accordance with that as shown in Appendix E.
10. Following the Council's decision on the matter all occupiers of the street will be notified of the decision.
11. Where agreed, a new dual language nameplate will be erected at the start and finish of the street or road in question and at such points along it as required e.g. at other road junctions, in accordance with any operational requirements as determined by the Property Services Team.

## Appendix 2

### Dual Language Nameplate

	Current Name	Irish Translation
Road	Kinturk Road	Bóthar Chionn Toirc
Townland	Lower Mullan Anneeter Beg	Baile Fearainn An Mhulláin Íochtaraigh Baile Fearainn Eanach Íochtarach Beag

<b>Report on</b>	<b>Street Naming and Property Numbering</b>
<b>Reporting Officer</b>	<b>William Wilkinson</b>
<b>Contact Officer</b>	<b>William Wilkinson</b>

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The Members to consider the street naming of new residential Housing Developments within Mid-Ulster.
<b>2.0</b>	<b>Background</b>
2.1	<p>In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility of approving Street Naming and Numbering of buildings erected thereon.</p> <p>The Policy for Street Naming and Dual Language Signage Policy – Section 5.0: Naming of New Streets, as adopted (See Appendix 1) forms the basis for considering proposals for the street naming of new developments.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Building Control Service have received requests for the naming of streets in new residential developments within Mid-Ulster as follows:</p> <p><b>I. Site off Ranfurly Road, Dungannon</b></p> <p>An application had been submitted by Farasha Property Ltd for the naming of streets within a residential development off Ranfurly Road, Dungannon with the name “Castle Glen” being subsequently agreed by the Environment Committee on 13<sup>th</sup> February 2018. The developer has now submitted proposed names for individual streets within the development for consideration (See Appendix 2).</p> <p><b><u>Road 1</u></b></p> <ol style="list-style-type: none"> <li>1. Castle Glen Avenue</li> <li>2. Castle Glen Drive</li> </ol> <p><b><u>Road 2</u></b></p> <ol style="list-style-type: none"> <li>1. Castle Glen Park</li> <li>2. Castle Glen Mill</li> </ol> <p><b><u>Road 3</u></b></p> <ol style="list-style-type: none"> <li>1. Castle Glen Ponds</li> <li>2. Castle Glen Meadows</li> </ol> <p><b><u>Road 4</u></b></p> <ol style="list-style-type: none"> <li>1. Castle Glen Wood</li> <li>2. Castle Glen Heights</li> </ol>

	<p><b><u>Road 5</u></b>  <b>1. Castle Glen Manor</b>  <b>2. Castle Glen Close</b></p> <p>As the options submitted are linked to the locality in each case, it is considered that each option demonstrates compliance with the policy as adopted.</p> <p><b>II. Site off Clady Road, Portglenone</b></p> <p>An application has been submitted by PRH Construction (NI) Ltd for the naming of a street within a residential development off Clady Road, Portglenone. The developer has submitted the following options for consideration (See Appendix 3):</p> <p style="text-align: center;"><b>1. Riverside Manor</b>  <b>2. River Grove</b>  <b>3. Riverview Grove</b></p> <p>As the options submitted are linked to the locality in each case, it is considered that each option demonstrates compliance with the policy as adopted.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: None</p> <p>Human: None</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
<b>5.1</b>	<p>It is recommended that consideration is given to the approval of the following proposals for the Street Naming of new residential developments within Mid Ulster.</p> <p style="text-align: center;"><b>1. Site off Ranfurly Road, Dungannon.</b></p> <p style="text-align: center;"><b><u>Road 1</u></b>  <b>Either     Castle Glen Avenue</b>  <b>Or         Castle Glen Drive</b></p> <p style="text-align: center;"><b><u>Road 2</u></b>  <b>Either     Castle Glen Park</b>  <b>Or         Castle Glen Mill</b></p>

	<p><b><u>Road 3</u></b>  <b>Either</b>    <b>Castle Glen Ponds</b>  <b>Or</b>        <b>Castle Glen Meadows</b></p> <p><b><u>Road 4</u></b>  <b>Either</b>    <b>Castle Glen Wood</b>  <b>Or</b>        <b>Castle Glen Heights</b></p> <p><b><u>Road 5</u></b>  <b>Either</b>    <b>Castle Glen Manor</b>  <b>Or</b>        <b>Castle Glen Close</b></p> <p><b>2. Site off Clady Road, Portglenone</b></p> <p><b>Either</b>    <b>Riverside Manor</b>  <b>Or</b>        <b>River Grove</b>  <b>Or</b>        <b>Riverview Grove</b></p>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<p>Appendix 1 - Street Naming and Dual Language Signage Policy – Section 5.0, Naming of New Streets.</p> <p>Appendix 2 - Pro-forma containing street naming proposals, location map and site layout plan for new street off Ranfurly Road, Dungannon.</p> <p>Appendix 3 - Pro-forma containing street naming proposals, location map and site layout plan for new street off Clady Road, Portglenone.</p>



# **MID ULSTER DISTRICT COUNCIL**

## **Street Naming and Property Numbering Policy for New Developments (Article 11 of The Local Government (Miscellaneous Provisions) (NI) Order 1995)**

### **Revised Policy and Procedure**

#### **5.0 NAMING OF NEW STREETS**

- 5.1 Proposals for new street names linked to traditional place names will be favorably considered and that if such a place name is traditionally in a language other than English, that name may also be considered as the name by which that place may be known.

#### **5.2 Criteria - General**

To maintain the heritage and identity of the area administered by Mid Ulster District Council in naming a new Street and/ or Housing Development the following criteria shall be adhered to. The name chosen shall:

1. Reflect the local townland name, or a local geographical/ topographical, social or historical feature.
2. The name shall not use the townland name within which the street and/ or the housing development is situated. The townland name shall still form part of the postal address.
3. The name should not mark any historical or political event or any individual or family, living or deceased.
4. The prefix of the name can only be the same as an existing Street or Road name prefix in the locality if it is accessed from that street or road.
5. To avoid confusion over addresses the name should not sound similar to an existing Street or Road name in that District Electoral Area.
6. The erected nameplate shall express the name in English; and may express that name in any other language other than English in accordance with Article 11 of the 1995 Order.
7. Although not prescriptive or exhaustive the running order/hierarchy for Street naming should follow an easily understood pattern, for example:
  - Road–Street–Avenue–Mews–Drive–Lane–Close–Alley

### **Naming of New Streets and Housing Developments: *Procedure***

- Developers should submit an application for a new Street/ Development naming to the Council's Building Control service within the Public Health and Infrastructure Department ("the Department") before any promotional activity on the sale of properties commences.
- The applicant should recommend at least 2 but no more than 3 names per street for consideration, outlining how they consider the proposed names comply with the criteria referred to within Section 5.2 above.
- If the Department determines that the name(s) does not conform to the criteria within 5.2 of this Policy, the developer/ applicant will be informed of this and asked to submit an alternative name(s) and/or written representations as to why they disagree. When the Council receives an alternative name(s) and the Council Officer deems that it meets the criteria then it will be recommended to the Council's Environment Committee for consideration.
- If the developer/ applicant is not in agreement with the Department's evaluation they can make written representations which will be considered at the next available meeting of the Environment Committee.
- The developer/ applicant will be informed of the approved name following approval of the Environment Committee minutes at the next available Council meeting of Mid Ulster District Council.
- Should the Committee not accept any of the presented options the applicant/ developer will be informed of the Council's decision.
- If following the non-acceptance of a proposed name the applicant/ developer does not resubmit an alternative name to the Council within 8 weeks of the date of the decision letter, the Council may identify a name and notify the applicant/ developer of their intention to approve that name. The Council shall allow four weeks to elapse from the date of the notification of the name before presenting it to the next available Environment Committee.
- If a street name has been approved by the Council it shall not be considered for change within 6 months from the date of approval, unless in accordance with the Council's Standing Orders.
- Names shall be shown on nameplates which will include the townland where relevant.
  - New buildings will be allocated numbers consecutively with odd numbers to the right hand side and even numbers to the left hand side.



Comhairle Ceantair  
Lár Uladh  
Mid Ulster  
District Council

## MID ULSTER DISTRICT COUNCIL

### New Street Name Proposals

Applicants Name & Address: Farasha Properties Ltd  
34 Culrevoey Rd, Dungannon, BT71 7PY  
Description: Housing Development at Ranfurly Rd, Dungannon  
Ref: F/2017/0473

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Castle Glen Avenue	Dungannon Castle and Glen were the site is located	Derived from Glen leading to Castle Hill
Option 2	Castle Glen Drive	Dungannon Castle and Glen were the site is located	Derived from Glen leading to Castle Hill
Option 3			

\* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated .....15/3/18.....



Comhairle Ceantair  
**Lár Uladh**  
**Mid Ulster**  
District Council

## MID ULSTER DISTRICT COUNCIL

### New Street Name Proposals

Applicants Name & Address:

Farasha Properties Ltd  
34 Culrevog Rd, Dungannon BT71 7PY  
Description: Housing Development at Ranfurly Rd, Dungannon  
Ref: F/2017/0473

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Castle Glen Park	Dungannon Castle and Glen were the Site is located	Derived from Glen leading to Castlehill adjacent to Windmill Park
Option 2	Castle Glen Mill	Dungannon Castle and Glen were the Site is located	Derived from Glen leading to Castlehill adjacent to Windmill Park
Option 3			

\* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated 15/3/18 .....



## MID ULSTER DISTRICT COUNCIL

### New Street Name Proposals

Applicants Name & Address: Farasha Properties Ltd  
34 Culreagh Rd, Dungannon, BT71 7PY

Description: Housing

Development at Ranfurly Rd, DUNGANNON

Ref: F/2017/0473

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Castle Glen Ponds	Dungannon Castle and Glen were the Site is located	Glen leading to Castle Hill adjacent to existing Ponds
Option 2	Castle Glen Meadows	Dungannon Castle and Glen were the Site is located	Low level part of Glen leading to Castle Hill
Option 3			

\* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated 15/3/18 .....

**MID ULSTER DISTRICT COUNCIL****New Street Name Proposals**

Applicants Name & Address: Farasha Properties Ltd  
 34 Culrevoag Rd, Dungannon, BT71 7PY  
 Description: Housing Development at Ranfurly Rd, Dungannon  
 Ref: F/2017/0473

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Castle Glen Wood	Dungannon Castle and Glen, were the site is located	Derived from Glen leading to Castle Hill adjacent to Windmill Park Wood
Option 2	Castle Glen Heights	Dungannon Castle and Glen were the site is located	High part of Glen
Option 3			

\* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated 15/3/18 .....



# MID ULSTER DISTRICT COUNCIL

## New Street Name Proposals

Applicants Name & Address: Farasha Properties Ltd  
 34 Culrevog Rd Dungannon, BT71 7PY  
 Description: Housing Development at Ranfurly Rd, Dungannon  
 Ref: F/2017/0473

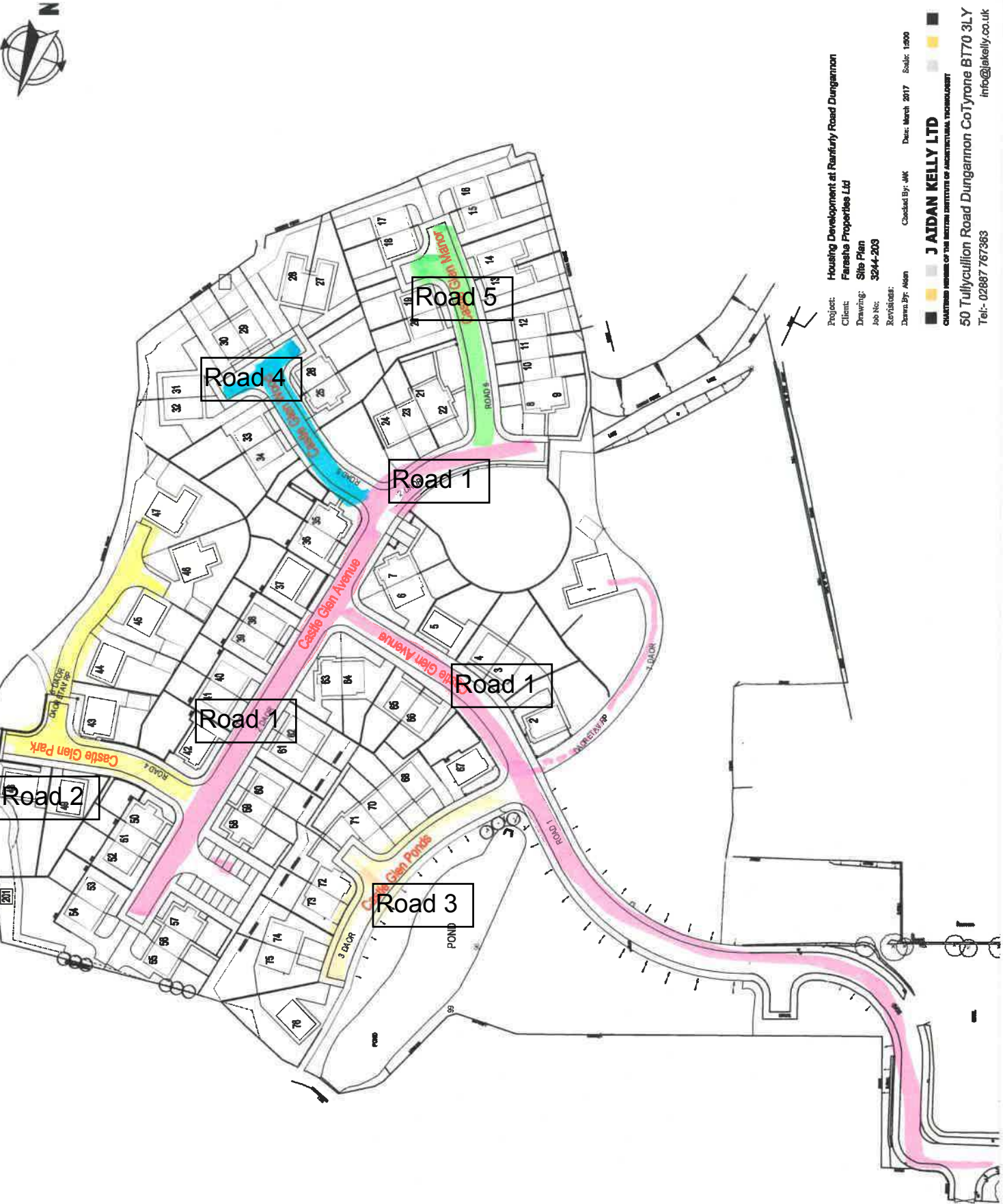
	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Castle Glen Manor	Dungannon Castle and Glen were the Site is located	Derived from Glen leading to Castle Hill
Option 2	Castle Glen Close	Dungannon Castle and Glen were the Site is located	Derived from Glen leading to Castle Hill
Option 3			

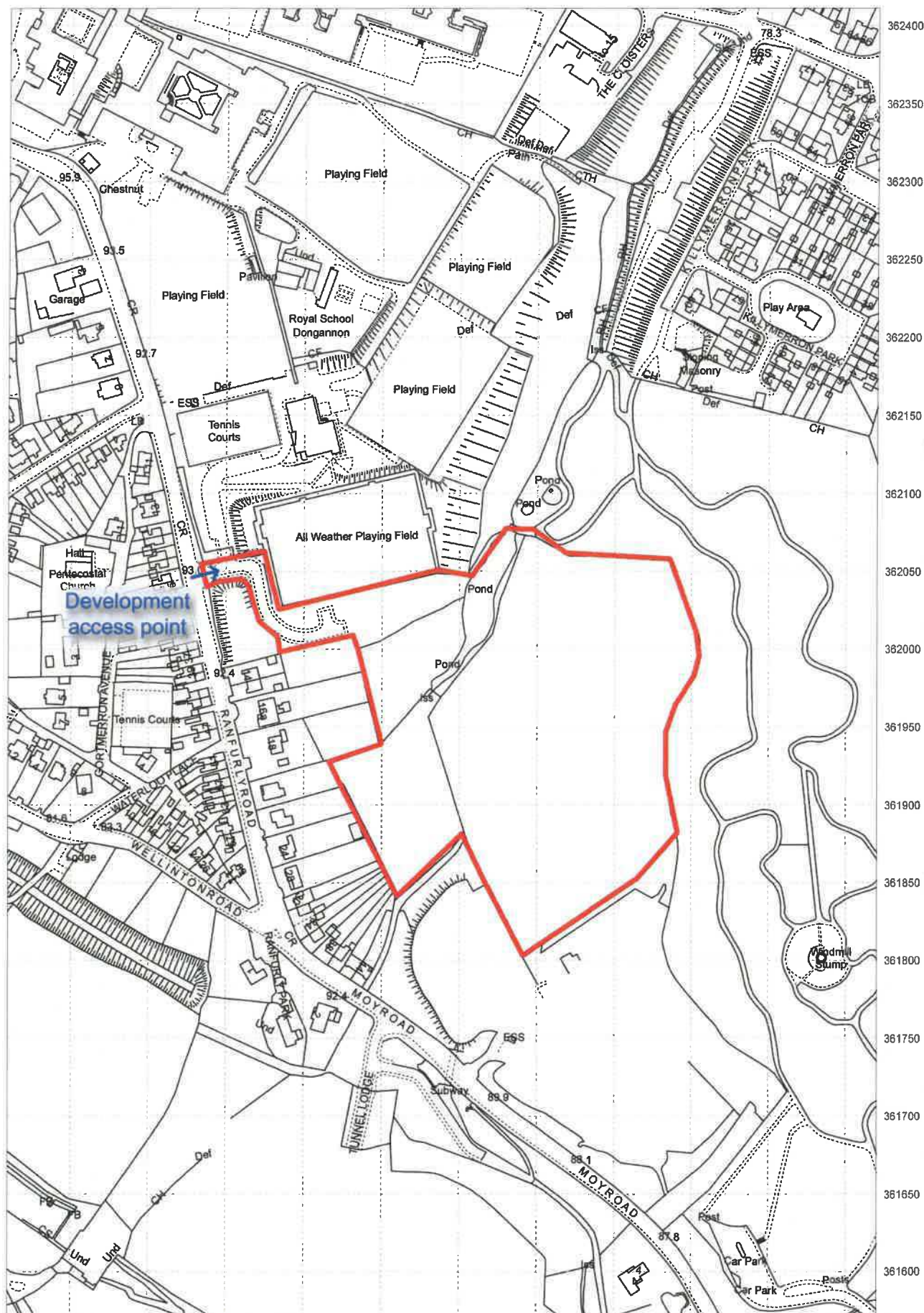
\* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated ..... 15/3/18 .....





**MID ULSTER DISTRICT COUNCIL****New Street Name Proposals**

**Applicants Name & Address:** PRH CONSTRUCTION (NI) LTD  
90 KILREA ROAD, PORTGLERONE  
BT44 8UL

**Description:** 6 NO. dwellings at Claddy Rd., Portglerone

**Ref:**

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Riverside Manor	Site backs on to River.	Site is beside River
Option 2	River Grove	Site backs on to River and we are retaining existing Mature trees	" "
Option 3	Riverview Grove	As Above	As Above.

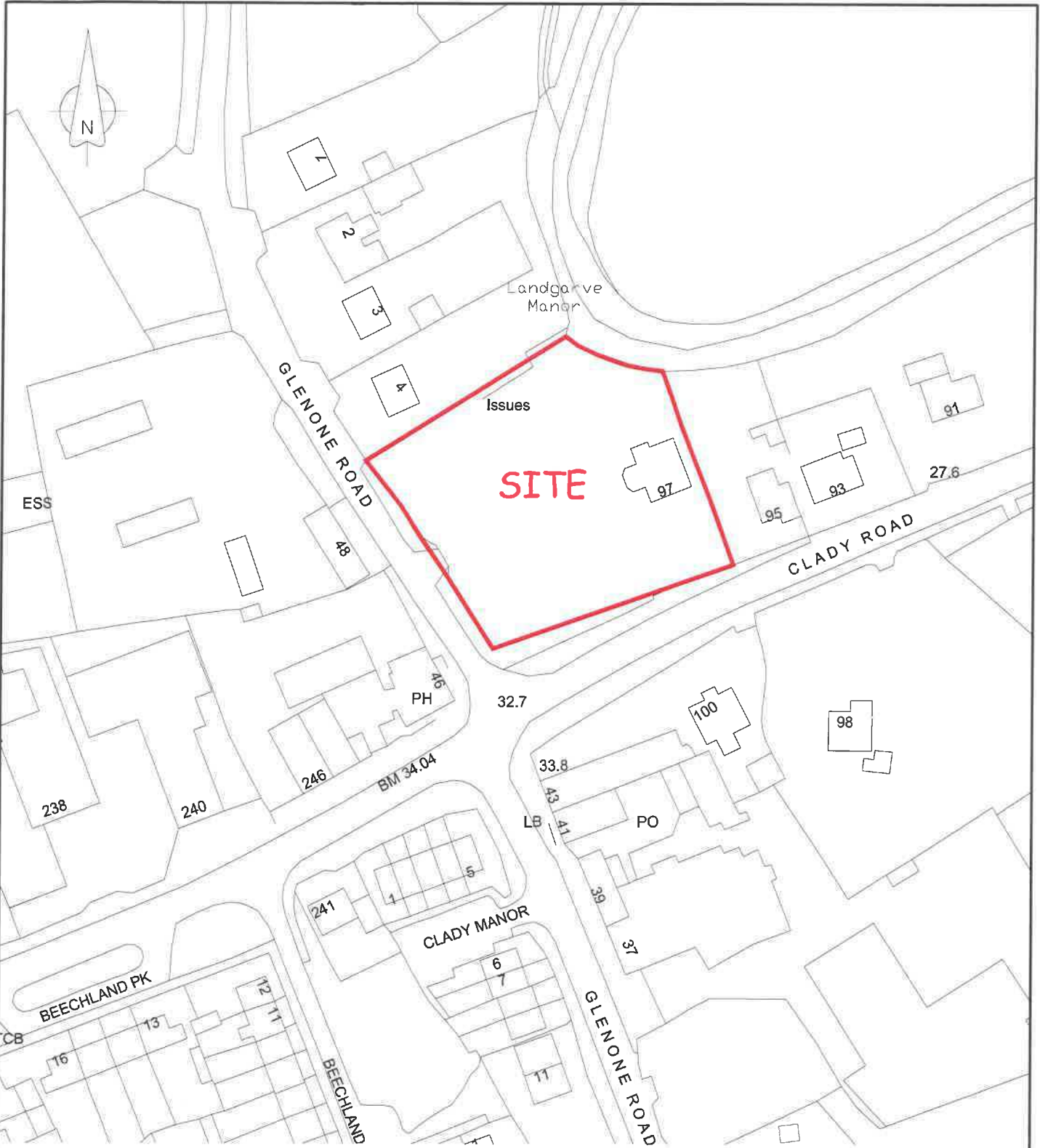
\* Please avoid the use of apostrophes, hyphens, full stops and commas.

Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed .....

Dated ....13<sup>th</sup> March 2018.....

## Appendix 3



### Location Map

Scale: 1:1250

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Client:

**Messrs D & N Henry**

Project: **Proposed Residential Housing Development  
At 97 Clady Road, Glenone,  
Clady, BT44 8LB.**

Title: **Planning Drawings  
- Location Map -**

Scale: **As shown @ A4**

Date: **August 2017**

Project No: **1627**

Dwg No: **PD/01**

Rev:

rev: date: amendment:

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**MDF ARCHITECTURE**

11 Blackthorn Road The Brambles Newtownabbey BT37 0GH  
w:mdfarchitecture.co.uk t:07713395663 e:info@mdfarchitecture.co.uk

Drawing Status: Sketch Planning ☒ Tender Construction



**Minutes of Meeting of Environment Committee of Mid Ulster District Council  
held on Tuesday 13 March 2018 in Council Offices, Burn Road, Cookstown**

**Members Present**

Councillor McGinley, Chair

Councillors Buchanan, Burton, Cuthbertson, Gillespie,  
Glasgow, Kearney, McFlynn, B McGuigan, S McGuigan,  
McNamee, Mulligan, O'Neill, M Quinn, Reid

**Officers in  
Attendance**

Mr Cassells, Director of Environment and Property  
Mr Kelso, Director of Public Health and Infrastructure  
Mr Lowry, Head of Technical Services  
Mr McAdoo, Head of Environmental Services  
Mrs McClements, Head of Environmental Health  
Mr Scullion, Head of Property Services  
Mr Wilkinson, Head of Building Control  
Miss Thompson, Committee Services Officer

The meeting commenced at 7.00 pm

**E069/18      Apologies**

Councillor Totten.

**E070/18      Declarations of Interest**

The Chair reminded Members of their responsibility with regard to declarations of interest.

**E071/18      Chair's Business**

Councillor Glasgow referred to item 20 on the agenda – Re-Naming of an existing Street/Road and stated that although the item was for information he wished to speak on it.

**Matters for Decision**

**E072/18      DfI Roads Proposals to Mid Ulster Council – Proposed Traffic  
Calming, Ferndale, Clogher**

Members considered previously circulated report which sought agreement in relation to proposal from Department for Infrastructure Roads with regard to proposed traffic calming at Ferndale, Clogher.

Proposed by Councillor Burton  
Seconded by Councillor Mulligan and

**Resolved** That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposed traffic calming at Ferndale, Clogher.

**E073/18      Redistribution of Residual Waste Contract Savings**

The Chair, Councillor McGinley advised that he had received a request that this item be taken in confidential business and that he had accepted this request.

Members agreed that this item be taken in confidential business later in the meeting.

**E074/18      Off Street Car Parking Strategy**

The Director of Environment and Property presented previously circulated report which sought approval in relation to the implementation of the Strategy and Action Plan for Off Street Car Parking.

Councillor McNamee proposed that this item be deferred for one month to allow time for each political party to discuss the matter within their own party and with the Director of Environment and Property.

Councillor B McGuigan seconded Councillor McNamee's proposal.

Councillor Mulligan proposed the recommendations as per the report, he stated that there was no such thing as free parking and that the user of the car park should contribute towards the operation of a car park.

Councillor Cuthbertson stated he had some issues regarding option 4 and would be happy to defer the matter for further discussion.

Councillor McFlynn also felt further discussion was needed.

Councillor Mulligan stated, on hearing the views of the Members, he would withdraw his proposal.

**Resolved** That it be recommended to Council to defer making decision on Off Street Car Parking Strategy for one month to allow further discussion on the matter. Party meetings to be arranged with the Director of Environment and Property.

**E075/18      Grounds Maintenance Awards Submissions 2018/19**

The Head of Property Services presented previously circulated report which sought approval for town and villages nominations to the NIAC Best Kept Awards and Ulster in Bloom 2018.

Councillor Burton commended all community/horticultural groups and Council staff for the work that they put into the competitions and wished all every success for 2018.

Councillor Burton referred to numerous dog fouling complaints in the Fivemiletown area and felt there was an opportunity for officers to work with the Chamber of Commerce on the matter.

Proposed by Councillor Burton  
Seconded by Councillor Gillespie and

**Resolved** That it be recommended to Council to approve the nominations as below to both the Best Kept Awards and Ulster in Bloom 2018 – Dungannon, Cookstown, Magherafelt, Coalisland and Maghera, Castlecaulfield, Donaghmore and Tobermore.

#### **E076/18 Update on Administration of Burials and Cemetery Operations**

The Head of Property Services presented previously circulated report which provided update on the administration of burials and Council's operational cemeteries.

Councillor Reid proposed option 1 across the board – maintaining the status quo with regard to burial provision across Council cemeteries at Forthill, Cookstown, Cottagequinn, Dungannon and Polepatrick, Magherafelt. Future development of respective cemeteries should follow current custom and practice.

Councillor Glasgow seconded Councillor Reid's proposal.

The Head of Property Services stated that the status quo could be maintained provided there was agreement to develop provision at respective cemeteries, particularly at Forthill Cemetery.

Councillor Glasgow stated he had previously been advised at a Planning Committee that there was adequate burial provision at Forthill and asked what had changed.

The Head of Property Services advised that there was adequate provision at Forthill Cemetery but that future development needed to be planned.

**Resolved** That it be recommended to Council –

- **Burial Provision/Future Layouts** – To maintain the status quo (Option 1) with regard to burial provision at respective Council cemeteries and that future burial provision follow current custom and practice.
- **Consultation** – To undertake stakeholder consultation on the draft rules and regulations to incorporate into a policy for Council approval, including consultation on the longer term burial layouts and provision in each cemetery.

#### **E077/18 Dual Language Signage Survey**

*The Chair, Councillor McGinley declared an interest in this item.*

The Chair, Councillor McGinley referred to the spelling of Mullanahoe Road within report and stated it should be spelled Mullinahoe Road.

The Head of Building Control advised that officers refer to the Pointer Addressing System for the spelling of roads and confirmed that Mullanahoe Road is spelled with an “a” on this system.

The Chair, Councillor McGinley asked if there was a fallback for the residents who felt that the spelling was incorrect.

The Director of Public Health and Infrastructure advised that a request could be lodged regarding a spelling change.

The Head of Building Control presented previously circulated report which advised on the results of surveys undertaken on all applicable residents on the streets/roads in response to Dual Language Signage nameplate requests.

Councillor McNamee proposed the officer recommendation for the application of Dual Language Nameplates.

Councillor S McGuigan seconded Councillor McNamee’s proposal.

Councillor McNamee referred to the numerous attacks on Dual Language nameplates across the District, in particular the recent attack at Burnbank on Orritor Road at the weekend which the Councillor stated he had reported as a hate crime. Councillor McNamee stated it was disgraceful what was going on and that Unionist Members needed to be condemning such attacks. Councillor McNamee asked if there were statistics on costs to Council regarding attacks to Dual Language nameplates.

Councillor Cuthbertson proposed not to proceed with erection of Dual Language nameplates due to cost to Council. The Councillor also referred to a lot of graffiti in the Dungannon area which appeared to be related to Republican warring factions and that this also needed to stop.

The Chair, Councillor McGinley advised Councillor Cuthbertson to refer his concerns to the Police.

Councillor Buchanan seconded Councillor Cuthbertson’s proposal.

The Chair, Councillor McGinley called for votes in respect of Councillor Cuthbertson’s proposal not to proceed with erection of Dual Language nameplates –

For – 6

Against – 8

Abstained - 1

Members voted on Councillor McNamee’s proposal to proceed with application of Dual Language nameplates –

For – 8

Against – 6

Abstained - 1

Councillor Cuthbertson referred to the Chair declaring an interest in this item and questioned whether he should have stepped down from the position of Chair when the vote was being taken. The Councillor realised this would make no difference to the result of the vote.

The Chair, Councillor McGinley stated he had declared an interest at the outset of discussion and had merely facilitated the vote on proposals put forward as he had not voted himself.

The Head of Property Services advised that a report could be brought forward regarding costs to Council on vandalism on Dual Language nameplates.

Councillor McNamee referred to problems regarding nameplates not being exactly as per the agreed template and asked that this be given greater consideration going forward.

The Director of Public Health and Infrastructure indicated Technical Services section would follow up on the issue.

Councillor O'Neill referred to his request put forward in November regarding Dual Language Nameplate at Gortgonis Park, Coalisland.

The Head of Building Control advised that officers were working through a list of requests and that Councillor O'Neill's request would be dealt with in due course.

The Chair, Councillor McGinley stated that, having considered Councillor Cuthbertson's comments, he would ask the Deputy Chair to facilitate the vote again if it was so desired.

Councillor Cuthbertson asked officers for their guidance in relation to Standing Orders.

The Director of Environment and Property advised that the interpretation of Standing Orders was a matter for the Chair.

Councillor Cuthbertson asked that the proposals put forward be voted on again.

Due to the foregoing the Deputy Chair, Councillor M Quinn brought the matter to vote –

Members voted on Councillor Cuthbertson's proposal –

For – 6

Against – 8

Abstained - 1

Members voted on Councillor McNamee's proposal –

For – 8  
Against – 6  
Abstained - 1

- Resolved** That it be recommended to Council to agree the application of Dual Language Nameplates in Irish for –
- Mullanahoe Road, Dungannon
  - Gort Road, Cookstown
  - Drumenny Road, Cookstown

### **E078/18 Dual Language Signage Request**

The Head of Building Control presented previously circulated report which advised of requests for Dual Language Signage from residents on streets/roads in the District.

Councillor McNamee proposed the officer recommendation to proceed to survey.

Councillor S McGuigan seconded Councillor McNamee's proposal.

In response to Councillor M Quinn's question the Director of Environment and Property advised that going forward signage will have street name and townland included.

- Resolved** That it be recommended to Council to proceed to survey the following roads on which a request for Dual Language Signage has been received –
- Blackrock Road, Cookstown
  - Sullenboy Park, Cookstown
  - Ratheen Avenue, Cookstown

### **E079/18 Keep Warm Packs – Update Report**

The Director of Public Health and Infrastructure presented previously circulated report which advised of the outcomes from recent audit on the distribution of Keep Warm Packs within Mid Ulster area.

Councillor Reid stated that this matter came to his attention in November 2017 and that he had asked for an investigation to be carried out. The Councillor raised a number of issues –

- Complaint from member of public made in January 2017 – why complaint was not actioned at that time.
- Person who made complaint did not need pack – packs are for those in severe need.
- Are packs held in other places.
- In 16/17 year 319 packs were issued to a particular political party grouping with packs also going to an MLA in that political party.

- In the 17/18 year 96 packs were issued to the same MLA and questioned whether these were given out in one go.
- Were Members aware of the availability of Keep Warm Packs.

Councillor Reid felt that the matter had been handled very badly and that more detail was needed. Councillor Reid stated that the abuse of the system had to stop and proposed that going forward an elected representative should pass on the detail of those who require a Keep Warm Pack to council officers to determine distribution.

The Director of Public Health and Infrastructure advised that the investigation report refers to a query received from a member of the public regarding pack distribution. On checking, there was no surety that the person who received the pack should not have done so as there was a wide criteria as to how a recipient can merit receiving a pack. The Director advised that more information could be provided if desired.

The Committee were advised that packs are not held off Council premises, in relation to whether 96 packs were given out at once this would have to be checked. Members were advised that availability of the packs was promoted through Council minutes, Council website, press articles and events.

*Councillor Buchanan declared an interest in this item as he was named within the investigation report.*

Councillor McFlynn felt Members had to believe that packs distributed prior to 2017 went to those in need and that any remaining packs should be distributed. The Councillor stated she would have concern regarding some of the contents of previous packs distributed. Councillor McFlynn stated she agreed with the recommendations set out in the report and proposed same.

The Head of Environmental Health stated that when packs were given out for distribution what was put alongside them was outside the control of Council.

Councillor Kearney seconded Councillor McFlynn's proposal.

Councillor Glasgow felt that the statistics contained within the investigation gave cause for concern and that there was a responsibility to distribute packs to the most vulnerable within the community. The Councillor stated that whenever election information goes into the packs it does not reflect well on the Council and that any future Public Health Agency cuts may affect Council receiving a further allocation of packs due to what has happened in the past. Councillor Glasgow felt that Council has a qualified staff who can ensure those in need receive a pack, the Councillor seconded Councillor Reid's proposal stating that the current distribution practice could not continue.

The Chair, Councillor McGinley advised that the Public Health Agency have not articulated any concerns in relation to the funding of packs.

Councillor Burton advised she became aware of the availability of packs through officers in Dungannon and stated that she could testify that there was not one person who she distributed a pack to that was not entitled to it and that indeed many

depended on receiving it. Councillor Burton stated that Members needed to be willing to go out to the community in relation to distribution of the packs and that the matter was becoming political. The Councillor felt that as the scheme was now coming under such scrutiny that those in need should be able to self refer.

Councillor S McGuigan stated he would not have been sure of the arrangements regarding the distribution of packs. The Councillor stated that because of the issues raised Members felt some reluctance at being involved with the scheme which was a great pity as this was one of the best initiatives associated with Council.

Councillor Cuthbertson referred to the delivery of packs and whether election material was contained in or out of the pack, or had simply been delivered on the same day. The Councillor felt that when Members are delivering something they are more than likely to leave a card or something with their name on it. Councillor Cuthbertson felt that if more information was being brought back to committee in relation to this matter it should be discussed in confidential business.

The Chair, Councillor McGinley stated that passing detail to staff for determination of allocation will be labour intensive.

Councillor McFlynn stated that on hearing the views of Members she would withdraw her proposal.

The Chair, Councillor McGinley referred to the number of packs already distributed and stated this was a credit to staff.

**Resolved** That it be recommended to Council that Members submit detail of those who should receive a Keep Warm Pack to Council officers for determination and distribution.

## **E080/18 Mid Ulster Bonfires – Draft Procedures**

The Director of Public Health and Infrastructure presented previously circulated report which provided update on the Bonfire Working Group and considered Draft Procedures arising from the selection of Draft Options at last month's meeting of Committee.

Councillor B McGuigan proposed the actions as set out in appendix under options 3 and 4. The Councillor commended officers and members of the working group on bringing the matter forward to this stage and that work should continue in a proactive way regarding Killymerron and Killymoon bonfires in particular.

Councillor O'Neill seconded Councillor B McGuigan's proposal.

Councillor Cuthbertson stated that he would propose the actions set out under option 2. The Councillor welcomed the positive news in relation to Killymerron bonfire and the proposals put forward by those who organise the bonfire. Councillor Cuthbertson stated that a lot of work was going on behind the scenes and he would mind the committee to give the community space.

Councillor Buchanan seconded Councillor Cuthbertson's proposal.

Members voted on Councillor Cuthbertson's proposal to implement actions under option 2 –

For – 3

Against – 9

Members voted on Councillor B McGuigan's proposal to implement actions under options 3 and 4 –

For – 9

Against - 3

**Resolved** That it be recommended to Council to implement the Draft Procedural Arrangements under options 3 and 4 (as set out in appendix to report) for the promotion of bonfire safety.

### **Matters for Information**

#### **E081/18 Minutes of Environment Committee held on Tuesday 8 February 2018**

Members noted minutes of Environment Committee held on Tuesday 8 February 2018.

#### **E082/18 DfI Proposals for Abandonment of Land at Tamnamore Roundabout, Dungannon**

Members noted previously circulated report which advised of the Department of Infrastructure's intention to carry out an abandonment of land at Tamnamore Roundabout, Dungannon.

#### **E083/18 Forestry Expansion Scheme at Ballymcombs Landfill Site**

Members noted previously circulated report which advised of the planned Forest Expansion Scheme at Ballymacombs Landfill Site.

#### **E084/18 Update on Bin-Ovation App**

Members noted previously circulated report which provided update on usage of the Bin-Ovation App and related Report It Functionality.

#### **E085/18 Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for July to September 2017**

Members noted previously circulated report which provided update on Councils performance in relation to recycling and landfill diversion targets as outlined in the

NIEA Northern Ireland Local Authority Waste Management Statistics Report for the (quarter two) period of July to September 2017.

**E086/18      Building Control Workload**

Members noted previously circulated report which provided update on the workload analysis for Building Control.

**E087/18      Entertainment Licensing Applications**

Members noted previously circulated report which provided update on Entertainment Licensing Applications across the Mid Ulster District.

**E088/18      Re-Naming of an existing Street/Road**

Members considered previously circulated report which advised on the issues regarding re-naming of Church Road, Cookstown.

Councillor Glasgow stated that whilst he did not dispute the content of the report he felt that this was a unique case and it would be a great loss to the local community if the road cannot be renamed. Councillor Glasgow proposed the re-naming of Church Road to Meetinghouse Road, Cookstown.

Discussion ensued regarding whether Councillor Glasgow's proposal was contrary to policy.

The Director of Public Health and Infrastructure suggested that legal opinion be sought to determine if there is any flexibility in the policy taking into consideration Councillor Glasgow's proposal.

**Resolved**      That it be recommended to Council to seek legal opinion in relation to the re-naming of Church Road, Cookstown. Report to come back to Committee on the matter.

**E089/18      Workplace Health Event**

Members noted previously circulated report which advised of the "Making Links in the Workplace" health event which was held in Magherafelt Council offices on 30 January 2018.

**E090/18      Mid Ulster Community Resuscitation Group**

Members noted previously circulated report which provided update on the Mid Ulster Community Resuscitation programme

**E091/18      The Roads Miscellaneous Provisions Act (NI) 2010**

The Head of Environmental Health presented previously circulated report which provided update in relation to the application process for the temporary closing of roads under The Roads Miscellaneous Provisions Act (NI) 2010.

In response to Councillor Cuthbertson's question the Head of Environmental Health advised that a few requests had been received in relation to temporary closure of roads for a special event.

Councillor Cuthbertson asked who was responsible for diversion road signs such as "AA signs."

The Head of Environmental Health advised that those organising the event would be responsible for necessary road signage. The officer advised that there are only a small number of traffic management companies in Northern Ireland.

The Director of Environment and Property advised that for previous events the promotor has paid for the installation and removal of necessary road diversion signage.

### **E092/18      Live Here Love Here Community Awards and Grants**

Members noted previously circulated report which advised of the award recipients from the Mid Ulster District at the Live Here Love Here Community Award ceremony in February 2018 and to advise on an information evening for communities for funding under this programme.

Councillor B McGuigan commended Ballinascreen Eco Schools on being awarded the NI overarching award under the Spirit of Live Here Love Here.

Councillor Reid stated that Live Here Love Here was a very good project.

### **Local Government (NI) Act 2014 - Confidential Business**

Proposed by Councillor McNamee  
Seconded by Councillor S McGuigan and

**Resolved**      In accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst Members consider items E093/18 to E098/18.

#### **Matters for Decision**

- |         |  |
|---------|--|
| E073/18 | Redistribution of Residual Waste Contract Savings<br>(Deferred from Open Business) |
| E093/18 | Maghera Public Realm Scheme – Capital Project                                      |
| E094/18 | Contracts for Landfill Related Services  |
| E095/18 | Update Report on Old Burial Grounds  |

#### **Matters for Information**

- |         |  |
|---------|--|
| E096/18 | Confidential Minutes of Environment Committee held on<br>Tuesday 8 February 2018 |
| E097/18 | Cyclical Fleet Replacement Programme Update                                      |

E098/18      Capital Projects Update

**E099/18      Duration of Meeting**

The meeting was called for 7.00 pm and ended at 9.16 pm.

CHAIR \_\_\_\_\_

DATE \_\_\_\_\_

<b>Report on</b>	<b>Building Control Workload</b>
<b>Reporting Officer</b>	<b>William Wilkinson</b>
<b>Contact Officer</b>	<b>William Wilkinson</b>

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>		
1.1	To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council.		
<b>2.0</b>	<b>Background</b>		
2.1	<p>Building Control applications are received in three different forms:-</p> <p>a Full Applications - submitted with detailed working drawings.</p> <p>b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc.</p> <p>c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval.</p>		
<b>3.0</b>	<b>Main Report</b>		
3.1	<b>Workload Analysis</b>	<b>March 2018</b>	<b>Accumulative 2017/18</b>
	Total number of Applications	<b>157</b>	<b>1956</b>
	Full plans applications received	<b>60</b>	<b>789</b>
	Building Notices applications received	<b>76</b>	<b>962</b>
	Regularisations applications received	<b>21</b>	<b>205</b>
	Estimated value of works submitted	<b>£11,511,719</b>	<b>£156,641,045</b>
	Number of inspections carried out by Building Control Officers	<b>859</b>	<b>10766</b>
	Commencements	<b>189</b>	<b>2229</b>

	Domestic Dwellings	<b>62</b>	<b>641</b>
	Domestic alterations and Extensions	<b>122</b>	<b>1486</b>
	Non-Domestic work	<b>5</b>	<b>102</b>
	Completions	<b>169</b>	<b>1862</b>
	Domestic Dwellings	<b>46</b>	<b>486</b>
	Domestic alterations and Extensions	<b>108</b>	<b>1267</b>
	Non-Domestic work	<b>15</b>	<b>109</b>
	Property Certificates Received	<b>138</b>	<b>2075</b>
3.2	Over the past month a number of significant applications have been received as noted in Appendix 1.		
<b>4.0</b>	<b>Other Considerations</b>		
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>		
	Financial: Within current resources		
	Human: Within current resources		
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>		
	None		
<b>4.3</b>	<b><u>Risk Management Implications</u></b>		
	None		
<b>5.0</b>	<b>Recommendation(s)</b>		
5.1	Members are requested to note the content of this report.		
<b>6.0</b>	<b>Documents Attached &amp; References</b>		
6.1	Appendix 1 - List of significant applications received by Building Control.		

### Significant Developments March 2018

<b>Applicant</b>	<b>Location of Development</b>	<b>Details of Development</b>	<b>Estimated value of development</b>
Mid Ulster District Council	Civic Amenity Site, 4 Coalisland Road, Dungannon	Erection of Waste Transfer Station (floor area 1,618m <sup>2</sup> ) B.C. fee - £6651	£1,345,400
Parker Residential Ltd	Glen Gardens, Maghera	Erection of 5no. Dwellings. B.C. fee - £1,440	£1,079,000
Bridge Developments Ltd	Roughan Glen Maghera	Erection of 3no. Dwellings. B.C. fee - £2,956	£841,113
J McDade	Centra Clogher 18-20 Augher Road Clogher	Extension to Shop (floor area 321m <sup>2</sup> )	£494,130
MP Coleman Ltd	Lough Grove Ballyronon More Magherafelt	Erection of 4no. Dwellings. B.C. fee - £1,116	£341,917



<b>Report on</b>	<b>Entertainment Licensing Applications</b>
<b>Reporting Officer</b>	<b>William Wilkinson</b>
<b>Contact Officer</b>	<b>William Wilkinson</b>

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on Entertainment Licensing Applications across Mid Ulster District Council.
<b>2.0</b>	<b>Background</b>
2.1	<p>The Council has responsibility for Licensing Places of Entertainment in accordance with The Local Government (Miscellaneous Provisions) (NI) Order 1985.</p> <p>Entertainment Licensing applications are received on a continued basis across the District.</p> <p>Statutory Consultations are carried out with PSNI and NIFRS for each entertainment licence application (grant or renewal) submitted.</p> <p>An officer will carry out an inspection of each place of entertainment to ensure compliance on site and that all certification and information deemed necessary in accordance with the approved policy has been addressed.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>As previously agreed a list of applications for all grant/renewal of Entertainment Licences in Mid Ulster District Council is attached (see Appendix 1). The number of applications received on a monthly basis will vary depending on the date of expiry of the current licence.</p> <p>Each application is accompanied by the following documentation:</p> <ol style="list-style-type: none"> <li>1 A current Fire Risk Assessment detailing the following: <ol style="list-style-type: none"> <li>(a) means of escape from premises</li> <li>(b) management responsibilities for day to day safety aspects</li> <li>(c) details of review on an annual basis</li> </ol> <p>The fire risk assessment submitted is audited by the inspecting officer.</p> </li> <li>2 Electrical certification is required for the following: <ol style="list-style-type: none"> <li>(a) General electrical installation</li> <li>(b) Emergency lighting system</li> <li>(c) Fire alarm system</li> </ol> </li> <li>3 Details of current public liability insurance for premises</li> </ol>

3.2	<p>4 Copy of public advertisement in local press</p> <p>Following the application for the Grant/Renewal of an Entertainment Licence being submitted and validated, an inspection is carried out to ensure that the premises are in compliance with all relevant guidance and legislation.</p> <p>Areas which would be inspected are as follows:</p> <ol style="list-style-type: none"> <li>1. Means of escape from the venue i.e. Final exit doors and Easy Opening Devices are satisfactory and escape routes are free from obstruction etc.</li> <li>2. All floor, wall, and ceiling coverings are in compliance and in good condition</li> <li>3. All firefighting equipment are correctly positioned and serviced as required</li> <li>4. The general condition of the premises is satisfactory</li> <li>5. All management documentation is in place</li> </ol>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: Within Current Resources</p> <p>Human: Within Current Resources</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences.
6.2	Appendix 2 – Schedule of Entertainment Licence applications, which have been granted/renewed.

## Appendix 1

### Schedule of applications received for the Grant/Renewal of Entertainment Licences in March 2018

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
R Huey	Kildress Parish Hall	6a Wellbrook Road Cookstown	14 Unspecified Days	Monday To Friday From : 12:00 To : 01:00  Saturday From : 12:00 To : 24:00	415
B McNeice	Tomney's Bar	9-10 The Square Moy	Annual	Monday To Sunday From : 10:00 To : 01:00	105
E Donaghy	Donaghy's Bar	26 William Street Dungannon	Annual	Monday To Saturday From : 11:30 To : 01:00  Sunday From : 12:30 To : 22:30	192

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max No of Patrons</b>
M McAleer	Slatequarry Community Centre	113 Edendoit Road Pomeroy	14 Unspecified Days	Monday To Sunday From : 12:00 To : 01;30	160
K McNally	Dan's Bar	35 North Street Stewartstown	Annual	Monday to Thursday From : 20:00 To : 23:30  Friday and Saturday From : 20:20 To : 23:30  Sunday From : 18:00 To : 21:30	98

## Appendix 2

### Schedule of applications issued for the Grant/Renewal of Entertainment Licences in March 2018

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
N McMullan	Castledawson Presbyterian Church Hall	61 Main Street Castledawson	14 Unspecified Days	Monday To Saturday From: 10:00 To: 24:00
J Belton	The Elk	38-40 Hillhead Road Toomebridge	Annual	Monday To Saturday From: 11:30 To: 02:00  Sunday From: 12:00 To: 01:00
Rev Msgnr A Dolan	St Mary Parochial Hall	1 Tamlaghtduff Park Bellaghy	Annual	Monday To Sunday From: 10:00 To: 01:00
P Kidd	St Martin's GAC	51 Longfield Road Desertmartin	Annual	Monday To Sunday From: 10:00 To: 01:00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
M Davison	Davison's Bar	44-46 Main Street Castlecaulfield	Annual	Monday To Sunday From: 11:00 To: 01:00
F McCloskey	St Colm's GAC Social Centre	6 Corrick Road Draperstown	Annual	Monday To Saturday From: 11:00 To: 01:00  Sunday From: 12:00 To: 24:00
H O'Neill	Erins Own GAC	56 Quarry Road Knockloghrim	Annual	Monday To Saturday From: 12:00 To: 01:00  Sunday From: 12:00 To: 23:00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
S Toner	MacFlynn Suite	75 Castledawson Road Magherafelt	Annual	Monday To Saturday From: 09:00 To: 11:00 Sunday From: 09:00 To: 21:00
Upperlands Community Development	The Linenhall Centre	67 Kilrea Road Upperlands	Annual	Monday To Sunday From: 10:00 To: 02:00
Rev J Fox	The Parish Centre	153 Aughrim Road Toome	14 Unspecified Days	Monday To Sunday From: 12:00 To: 24:00
K McGuigan	The Shamrock Road	5-7 St. Patricks Street Draperstown	Annual	Monday To Saturday From: 11:30 To: 01:00  Sunday From: 12:00 To: 24:00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
D Gordon	The Hawthorn Inn	54 Kilrea Road Portglenone	Annual	Monday To Saturday From: 11:30 To: 01:00  Sunday From: 12:30 To: 22:00
J Clarke	St Oliver Plunkett Hall	232 Mayogall Road Clady	14 Unspecified Days	Monday To Sunday From: 12:00 To: 01:00
M Bradley	The Dugout Bar	94 Main Street Maghera	Annual	Monday To Thursday From: 11:30 To: 23:30  Friday & Saturday From: 11:30 To: 01:00  Sunday From: 12:30 To: 24:00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
K Regan	Regan's Bar	17A Hall Street Maghera	Annual	Monday To Saturday From: 11:30 To: 01:00  Sunday From: 12:30 To: 24:00
D Williamson	Fivemiletown Royal British Legion Club Ltd	163 Ballagh Road Fivemiletown	Annual	Monday To Thursday From: 19:00 To: 23:30  Friday & Saturday From: 19:00 To: 24:00  Sunday From: 19:00 To: 22:00
S Doherty	Fallaghloon AOH Community Hall	189 Glen Road Maghera	Annual	Monday To Sunday From: 09:00 To: 01:00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
D Scott	Scott's Bar	72-76 Main Street Fivemiletown	Annual	Monday To Saturday From: 11:00 To: 01:00  Sunday From: 12:00 To: 24.00
L Doyle	Islandhill AOH Hall	185 Shore Road Magherafelt	Annual	Monday From: 10:00 To: 01:30
S Boyle	The Cosy Corner Bar	68 Gulladuff Road Gulladuff	Annual	Monday To Saturday From: 11:30 To: 01:00  Sunday From: 12:30 To: 22:00
The Rector & Select Vestry	Woods Parish Hall	64 Carraloan Road Magherafelt	14 Unspecified Days	Monday To Friday From: 09:00 To: 01:30  Saturday From: 09:00 To: 24:00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
L Knox	Molesworth Church Hall	69-71 Molesworth Street Cookstown	14 Unspecified Days	Monday To Saturday From: 18:00 To: 01:00
H Davison	Bellaghy Presbyterian Church Hall	50 Main Street Bellaghy	Annual	Monday To Sunday From: 09:30 To: 01:00
Carntogher Community Association	An Coire	132A Tirkane Road Maghera	Annual	Monday To Sunday From: 09:00 To: 13:00
C Eastwood	Dunleath Bar	58-66 Church Street Cookstown	14 Unspecified Days	Saturday 17 <sup>th</sup> March 2018 From: 14:00 To: 22:00
T P McMullin	Royal British Legion Club	67 Kilrea Road Upperlands	Annual	Monday To Saturday From: 19:00 To: 23:00  Sunday From: 11.00 To: 18.00



<b>Report on</b>	<b>Energy Saving in Buildings</b>
<b>Reporting Officer</b>	<b>William Wilkinson</b>
<b>Contact Officer</b>	

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide Members with a general overview of the main initiatives implemented in Northern Ireland in relation to energy saving in Buildings and the role of Building Control within this concept.
<b>2.0</b>	<b>Background</b>
2.1	<p>The heating requirement for buildings accounts for 25% of the UK energy demand and 15% of greenhouse gas emissions (<i>October 2016, Energy Research Partnership, Heating buildings, Reducing energy demand and greenhouse gas emissions</i>).</p> <p>Government backed schemes have been launched in order to effectively reduce the energy demand by improving the efficiency of the buildings by offering grants and financial incentives for energy-efficient boilers, alternative heating sources, loft insulation and cavity wall insulation.</p> <p>The Building Regulations (Northern Ireland) 2012 takes into consideration measures to conserve fuel and power in any building. Building Control in MUDC have actively liaised with scheme administrators to support the effective running of these schemes and have done so by attending regular meetings with the administrators and ensuring works carried out comply with the necessary Building Regulations.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The main initiatives which are currently available include:</p> <p><b><u>Affordable Warmth Scheme</u></b> is funded by the Department for Social Development. If you are an owner occupier or householder of a privately rented property and your gross annual household income is less than £20,000 you may be eligible for a package of energy-efficiency and heating measures, tailored to each household. The scheme is administrated by the Northern Ireland Housing Executive (NIHE).</p> <p><b><u>Boiler Replacement Scheme.</u></b> The scheme, provided by funding from the Northern Ireland Executive, offers owner occupiers a grant of up to £1,000 to:</p> <ul style="list-style-type: none"> <li>• Replace inefficient boilers with energy-efficient condensing oil or gas boilers.</li> <li>• Switch from oil to gas.</li> <li>• Switch to a wood pellet boiler.</li> </ul>

	<p>It is available to those who earn less than £40,000 a year with an inefficient boiler of at least 15 years and is dependent on total gross income. The scheme, administered by the Northern Ireland Housing Executive (NIHE), is targeted at householders who do not qualify for other Government energy-efficient improvement schemes, making them vulnerable to fuel poverty.</p> <p>The above schemes must comply to <u>Regulation 39 of the Building Regulations (Northern Ireland) 2012 which states:</u></p> <p><i>“Reasonable provision shall be made for the conservation of fuel and power in any building by –</i></p> <ul style="list-style-type: none"> <li><i>(a) Limiting heat gains &amp; losses –</i> <ul style="list-style-type: none"> <li><i>(i) Through thermal elements and other parts of the building fabric; and</i></li> <li><i>(ii) From pipes, ducts and vessels;</i></li> </ul> </li> <li><i>(b) Providing energy efficient fixed building services with effective controls; and</i></li> <li><i>(c) Commissioning the fixed building services”</i></li> </ul> <p>Generally for these schemes which are domestic properties only, Building Control ensure:</p> <ul style="list-style-type: none"> <li>Boilers installed have the proper seasonal efficiency and have been commissioned by a competent person</li> <li>Boilers have adequate ventilation, suitable flue system and installation of a carbon monoxide detector if boiler installed within dwelling</li> <li>Oil tanks are bunded and situated a suitable safe distance from any building, flue or boundary</li> <li>Heating systems installed are in accordance with the “<i>Domestic Building Services Compliance Guide</i>”. (i.e. ensuring time and temperature controls are in place and the heating system has been commissioned by a competent person</li> <li>Loft &amp; cavity/solid wall insulation meet the proper U-Value to limit heat loss through these elements</li> <li>Ensuring the additional loft insulation does not have a detrimental effect on the existing roof structure by checking the ventilation of the roof</li> <li>Pipes, ducts and vessels are suitably insulated to limit heat loss</li> </ul> <p><b><u>Renewable Heat Initiative</u></b></p> <p>Building Control have been aware of the RHI Boiler Scheme. This was a government incentive, that helped businesses, Public Sector, and other non-domestic and non-profit organisations in Northern Ireland meet the cost of installing renewable heat technologies with a view to effectively reducing CO2 emissions.</p> <p>Whilst MUDC Building Control have not been requested to directly engage with the administrators of this scheme, we have provided advice and guidance to applicants of the scheme and have received a number of Building Control applications as a result of these consultations. MUDC Building Control have also been proactive in this field by issuing correspondence to all known applicants of the scheme in the Mid Ulster District Council area advising that although in some instances the installations may be exempt, it is recommended that they contact the MUDC Building Control Department to discuss their specific installation to confirm their compliance.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>

	Financial: Within current resources Human: Within current resources
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  None
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  None
<b>5.0</b>	<b><u>Recommendation(s)</u></b>
	That Members note the content of this report
<b>6.0</b>	<b><u>Documents Attached &amp; References</u></b>
	None



<b>Report on</b>	Tullyvar Joint Committee update
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide members with an update on the business of the Tullyvar Joint Committee.
<b>2.0</b>	<b>Background</b>
2.1	Tullyvar Joint Committee is a formal Committee initially established in 1992 under the former constituent Councils of Dungannon & South Tyrone Borough Council and Omagh District Council under Section 19 of Local Government Act (NI) 1972. Five Councillor/representatives from Mid Ulster and Fermanagh & Omagh Councils now serve on the Joint Committee which is supported by senior Officers from each of the Council.
<b>3.0</b>	<b>Main Report</b>
3.1	The last meeting of the Joint Committee was held on 14 <sup>th</sup> March 2018. The associated agenda and a copy of the latest Committee report/papers including minutes of the previous Committee meeting held on 10 <sup>th</sup> January 2018 are attached for information
3.2	The next (bi-monthly) Joint Committee meeting is scheduled for Wednesday 9 <sup>th</sup> May 2018.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>  Financial: None  Human: None
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/A
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  N/A

<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the content of this report and associated papers.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Latest papers for Tullyvar Joint Committee.

7<sup>th</sup> March 2018



Comhairle Ceantair  
**Lár Uladh**  
**Mid Ulster**  
District Council

To: Councillor McAleer )  
Councillor McGinley )  
Councillor McGuigan ) Mid Ulster District Council  
Councillor Mulligan )  
Councillor Robinson )

Mr A Cassells

Councillor Clarke )  
Councillor Fitzgerald )  
Councillor Rainey ) Fermanagh & Omagh District  
Councillor Shields ) Council  
Councillor Thompson )

Mr B Hegarty

Dear Sir/Madam

**Re: Tullyvar Landfill Site Joint Committee Meeting**

A meeting of the Management Committee for the development of Tullyvar Landfill Disposal Site will be held in the Office at Tullyvar Landfill Site on **Wednesday 14<sup>th</sup> March 2018 at 10.30am.**

1. Confirmation of Minutes of Meeting held on Wednesday 10<sup>th</sup> January 2018 (copy herewith)
2. Matters Arising from the Minutes
3. NI Landfill Capacity Report/ Tullyvar Report (copies herewith)
4. Financial Matters
  - 3.1 Statement of Payments dated January & February 2018 (copies herewith)
5. Update from Head of Environmental Services/Site Manager's Report
6. Any Other Business
7. Date of Next Meeting

Yours faithfully

**Andrew Cassells**

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Director of Environment & Property

Copy:      A Tohill  
              K O'Gara  
              M McAdoo  
              A McIlwrath  
              K McGowan

**MINUTES OF TULLYVAR JOINT COMMITTEE MEETING HELD ON WEDNESDAY  
10<sup>TH</sup> JANUARY 2018 AT 10.30AM AT TULLYVAR LANDFILL SITE**

**PRESENT:**

**MID ULSTER:** Councillor McGuigan (Chair)  
Councillors Mulligan & Robinson

**FERMANAGH & OMAGH:** Councillors Clarke, Fitzgerald, Rainey & Thompson

**OFFICERS:** A Cassells, M McAdoo, K McGowan, K O’Gara and  
A McIlwrath

**APOLOGIES:** Councillors McAleer & McGinley  
Mr Hegarty

***Meeting commenced at 10.30am***

**1. CONFIRMATION OF MINUTES – 8<sup>TH</sup> NOVEMBER 2017**

The above minutes were adopted.

Proposed by Councillor Mulligan  
Seconded by Councillor Robinson and agreed.

**2. MATTERS ARISING**

**2.1 Landfill Capacity Report**

A Cassells updated Members in terms of the status of the Landfill Capacity Report. He confirmed that the report would be made available to the next Joint Committee Meeting and would be accompanied by an Options Report on remaining void at Tullyvar.

***Councillor Clarke entered the meeting at 10.35am***

Reference was made to analysis carried out within the Government Waste Working Group to look at landfill capacity on a NI basis, noting the implications for the public and private sector in terms of existing void capacity. Members and Officers agreed there were strategic/commercial decisions required on the future utilisation of void at Tullyvar.

Councillor Rainey sought clarification on the consequences of the site being mothballed, A Cassells confirming there were no implications for the site being re-opened as Tullyvar would retain planning, IPPC permit, would continue with its monitoring regime and pay NIEA subsistence fees.

### **3. FINANCIAL MATTERS**

The Statement of Payments dated November and December 2017 were presented for approval.

Proposed by Councillor Mulligan  
Seconded by Councillor Fitzgerald and agreed.

### **4. UPDATE REPORT FROM SITE MANAGER**

The Site Manager's report was presented, copy attached as appendix one, reference being made to the undernoted:

#### **4.1 Leachate Generation**

The Site Manager advised that due to the sustained period of wet weather, there had been elevated levels of leachate across the site. The ongoing capping programme would help mitigate against ingress of rainwater.

#### **4.2 Phase 3 Capping Project**

The Site Manager outlined to Members details of the ongoing Phase 3 Interim Capping Project. Pictorial evidence of work in progress was provided to Members.

#### **4.3 Tenders**

The Site Manager confirmed that tenders for services such as M&E, leachate haulage and heavy plant were being collectively procured under a Landfill Related Services Tender using eTender NI. A report would be tabled at the next Joint Committee Meeting.

#### **4.5 Adoption of Report**

The Site Manager's Report was adopted.

Proposed by Councillor Mulligan  
Seconded by Councillor Clarke and agreed.

### **5. DATE OF NEXT MEETING**

It was agreed that the next meeting be held on **Wednesday 14<sup>th</sup> March 2018 at 10.30am at Tullyvar Landfill Site.**

Members and Officers discussed in brief the frequency of future meetings.

***Meeting ended at 10.50am***

TULLYVAR JOINT COMMITTEE – 9<sup>th</sup> JANUARY 2018SITE MANAGER'S REPORT**1. Site Operational Update**

During November and December approx. 495 tonnes of leachate per week was discharged to Cookstown & Culmore Sewage Treatment Works with an average Ammoniacal Nitrogen strength of 20.0 mg/l. Additionally during this period approx. 1100 m<sup>3</sup> of treated leachate (approx. 130 tonnes per week) has been discharged through the sites Integrated Constructed Wetlands (ICW). Due to the sustained wet weather there are elevated leachate levels across the site which will likely persist until the springtime, by which time the Phase 3 Cap shall be complete and the rainfall should have reduced.

The electricity generation plant is currently operating at approx. 560kW (70% Capacity). The capacity has been reduced due to the on-going capping works which have meant a number of gas wells have to be switched off. Generation should be back to normal by March when the capping works are due to be completed.

**2. Phase 3 Interim Capping**

FP McCann Ltd. has now began work on the Phase 3 Interim Capping Works using Fleville Bros as their main sub-contractor. The works consist of the installation of a composite capping system over approx. 14,000m<sup>2</sup> of the site as well as the installation of a bund for stability and drainage. The area of the works can be seen outlined in red on the drawing below and a number of pictures showing the progress of the works are included overleaf:





The majority of the soils for the capping works are situated on-site. The photo shows the filling of sub-soil at the sites stockpile area, for use in the regulation layer. 25 Tonne dumpers are used for transporting the sub-soil to the works area.



These 2 photos show the sub-soil regulation layer being applied across the works area. A 200mm thick layer is laid to even the surface and prevent damage to the geotextile layers above. The sub-soil is levelled using a bulldozer and 27 Tonne excavator.



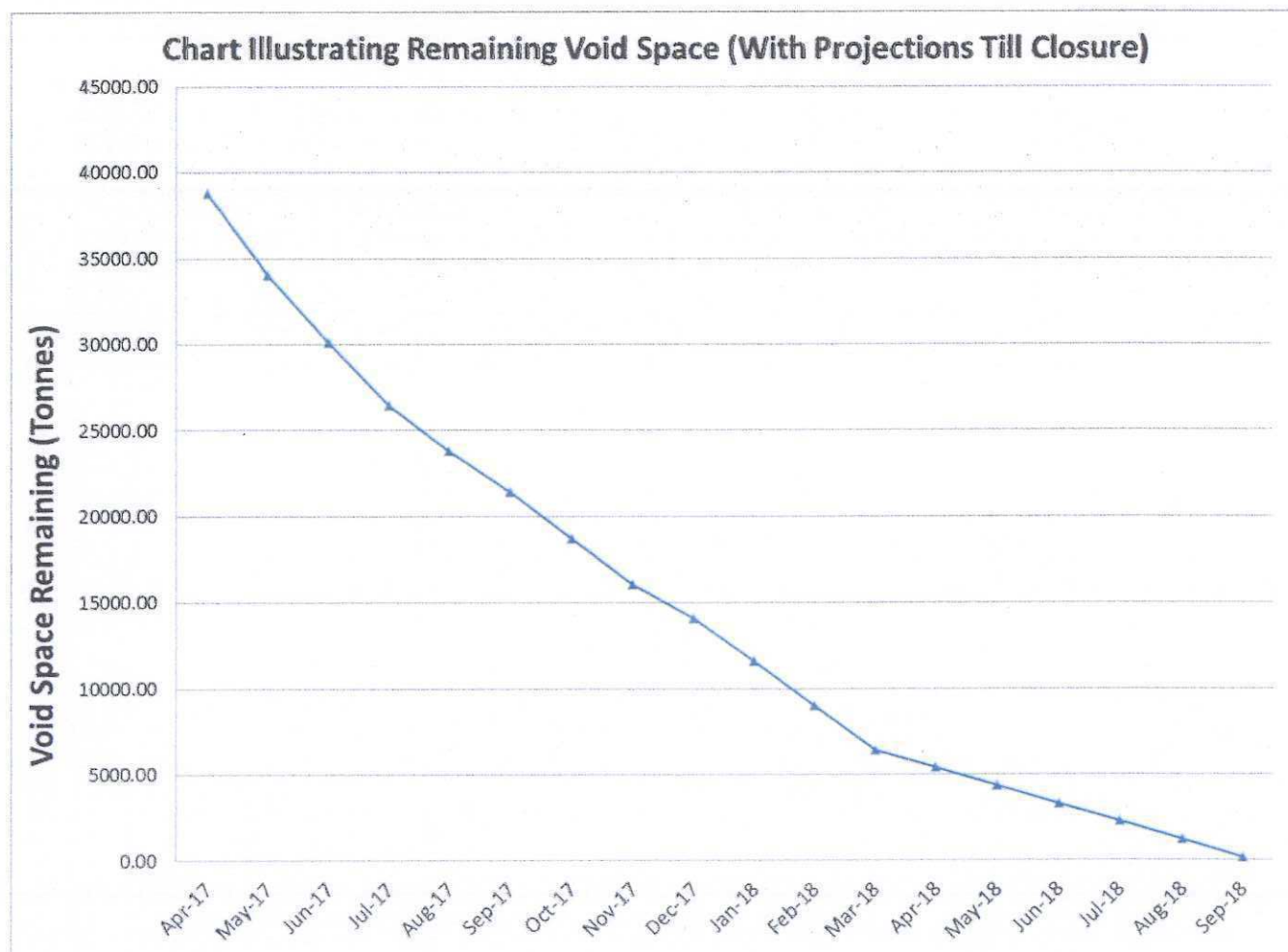
Following placement of the regulation layer 2 layers of geotextiles are laid on top. The picture shows the first layer of Geosynthetic Clay Liner (GCL) being placed and will eventually tie into the anchor trench surrounding the site.



A further layer of Drainage Geocomposite is laid on top of the GCL and covered with 300mm of fine protection layer soil / clay followed by 700mm of sub-soil. On other areas of the cap 100mm of top soil will be added as the final 100mm rather than sub-soil depending on whether the cap is intended to be permanent or intermediate.

### 3. Void Projections

The sites infilling projections were updated at the end of 2017 at which point there was approx. 14,000 tonnes of space remaining at Tullyvar. Infilling rates have been modelled on the chart below with a closure date of September 2018 predicted. The infilling rate decreases significantly once Fermanagh & Omagh District Council stop disposing waste at Tullyvar at the end of March 2018.



### 4. Tenders

As discussed at the previous meeting a number of procurement exercises are underway. They have now been combined into a single large Landfill Related Services Tender. This tender now covers heavy plant, leachate haulage and specialised mechanical & electrical services. The annual costs of this will be approx. £150,000 per annum and is being procured in conjunction with the 2 other Mid Ulster District Council landfills to give greater economies of scale and potentially reduce costs. The Tender will be released through the eTenders NI website next week with a closing date of the 14<sup>th</sup> February 2018. Tender costs will be reported at the next Joint Committee meeting.

### 5. 4 Year Review

Periodically the NIEA requires that the site reviews its Hydrogeological Risk Assessment, Site Management Plan, Energy Efficiency Plan, and Site Closure Plan. These reports were submitted in May and the NIEA have since reviewed them. However, they are not proposing to vary the sites IPPC permit at this stage as the site is closing later this year. They plan on looking at this again post closure to reflect any revised compliance points and any revised monitoring.

## TULLYVAR TREASUREERS ADVICE LISTING

08/01/2018

CHEQUE NO	SUPPLIER NAME	£
666	FP MCCANN	41463.71
667	AVERY WEIGH TRONIX	604.65
668	AA HYDRAULICS	56.40
669	ATLAT COMMS	239.90
670	MCALEER AND SONS	517.75
671	ROAD SFAETY CONTRACTS	13170.81
672	WYG	4749.88
673	WDR &RT TAGGART	2460.00
674	COOTES	57.66
675	CAVANAGH KELLY	572.16
676	MUDC	29777.56
677	SHAW AUTOMATION	1188.64
678	BRENNTAG	650.13

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**95,509.25**

## TULLYVAR TREASUREERS ADVICE LISTING

13/02/2018

CHEQUE NO	SUPPLIER NAME	£
683	ADT FIRE AND SECURITY	221.78
684	LCC OIL	2,805.67
685	MCHUGH CRANE HIRE	576.00
686	MCALEER AND SONS	1,036.58
687	REA BROS	311.00
688	RENEWABLE POWER NI	7,140.24
689	WYG ENVIRONMENTAL AND PLANNING	3,172.85
690	CAVANAGH KELLY	408.96
691	CLIVE RICHARDSON LTD	8,524.80
692	MUDC	12,032.90
693	DRILLING AND PUMPING SUPPLIES	968.82
694	HAMILTON CONTRACTS	23,865.00
695	BRENNTAG UK	1,300.26
696	FP MCCANN	34,857.24
697	TOTAL COMPUTER NETWORKS	282.00
698	LITTLE ELECTRICAL	71.76
		<b>97,575.86</b>



<b>Report on</b>	Bank/Public Holiday Working Arrangements for 2018/19 – Environmental Services
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report																																							
1.1	To inform members of Bank/Public Holiday working arrangements for Environmental Services during 2018/19 and revised Recycling Centre opening hours from 1st April 2018.																																							
2.0	Background																																							
2.1	Since the inception of Mid Ulster District Council efforts have been ongoing to align refuse collection bank/public holiday working arrangements across the three depots.																																							
2.2	This alignment work has progressed to a point where common bank and public holiday arrangements were worked during 2017/18 with the exception of refuse collection for New Year’s Day (which took place on Saturday 30 <sup>th</sup> December 2017 in the legacy Dungannon area and on 1 <sup>st</sup> January 2018 in the Cookstown and Magherafelt areas).																																							
2.3	In October 2016 Committee approved revised summer and winter opening hours for the twelve Recycling Centres across the district (subject to a number of minor amendments). The revised winter opening hours, as agreed, were implemented on 1 <sup>st</sup> October 2017.																																							
3.0	Main Report																																							
3.1	<p>Following discussion with the trade unions during February and March the following bank/public holiday working arrangements for Mid Ulster have been agreed for 2018/19:</p> <p><b>Refuse Collection/Street Cleansing/Waste Transfer/Vehicle Maintenance Cover</b></p> <table><tr><th>Holiday</th><th>Date</th><th>Arrangement</th></tr><tr><td>Easter Monday</td><td>Monday 2 April 2018</td><td>Normal Working</td></tr><tr><td>Easter Tuesday</td><td>Tuesday 3 April</td><td>Normal Working</td></tr><tr><td>May Day</td><td>Monday 7 May</td><td>Normal Working</td></tr><tr><td>Spring Bank</td><td>Monday 28 May</td><td>Normal Working</td></tr><tr><td>July Holiday</td><td>Thursday 12 July</td><td>Saturday 14 July</td></tr><tr><td>July Holiday</td><td>Friday 13 July</td><td>Normal Working</td></tr><tr><td>August Bank</td><td>Monday 27 August</td><td>Normal Working</td></tr><tr><td>Christmas Day</td><td>Tuesday 25 December</td><td>Saturday 22 December</td></tr><tr><td>Boxing Day</td><td>Wednesday 26 December</td><td>Saturday 29 December</td></tr><tr><td>Extra Statutory Holiday</td><td>Thursday 27 December</td><td>Normal Working</td></tr><tr><td>New Year’s Day</td><td>Tuesday 1 January 2019</td><td>Saturday 5th January 2019</td></tr><tr><td>St Patrick’s Day (Holiday)</td><td>Monday 18 March</td><td>Normal Working</td></tr></table>	Holiday	Date	Arrangement	Easter Monday	Monday 2 April 2018	Normal Working	Easter Tuesday	Tuesday 3 April	Normal Working	May Day	Monday 7 May	Normal Working	Spring Bank	Monday 28 May	Normal Working	July Holiday	Thursday 12 July	Saturday 14 July	July Holiday	Friday 13 July	Normal Working	August Bank	Monday 27 August	Normal Working	Christmas Day	Tuesday 25 December	Saturday 22 December	Boxing Day	Wednesday 26 December	Saturday 29 December	Extra Statutory Holiday	Thursday 27 December	Normal Working	New Year’s Day	Tuesday 1 January 2019	Saturday 5th January 2019	St Patrick’s Day (Holiday)	Monday 18 March	Normal Working
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St Patrick’s Day (Holiday)	Monday 18 March	Normal Working																																						

### Recycling Centres

Holiday	Date	Arrangement
Easter Monday	Monday 2 April 2018	Closed
Easter Tuesday	Tuesday 3 April	Normal Working
May Day	Monday 7 May	Closed
Spring Bank	Monday 28 May	Closed
July Holiday	Thursday 12 July	Closed
July Holiday	Friday 13 July	Closed
August Bank	Monday 27 August	Closed
Christmas Day	Tuesday 25 December	Closed
Boxing Day	Wednesday 26 December	Closed
Extra Statutory Holiday	Thursday 27 December	Normal Working
New Year's Day	Tuesday 1 January	Closed
St Patrick's Day (Holiday)	Monday 18 March	Closed

3.2

The revised summer opening hours for Recycling Centres from 4<sup>th</sup> April are as follows:

Ballymacombs Recycling Centre	Mon - Thurs: 9am - 4.30pm Fri: 9am - 4pm
Castledawson Recycling Centre Moyola Road	Mon - Sat: 8.30am - 5.30pm
Clogher Recycling Centre Fintona Road	Mon - Wed: 9am - 5pm Thursday: Closed Fri - Sat: 9am - 5pm
Coalisland Recycling Centre Derry Road	Mon, Wed, Fri & Sat: 8.30am - 5.30pm Tues & Thurs: 8.30am - 7.30pm
Cookstown Recycling Centre Molesworth Road	Mon: 8:30am - 5:30pm Tue - Thurs: 8:30am - 7:30pm Fri - Sat: 8:30am - 5:30pm
Moneymore Recycling Centre Moneyhaw Road	Mon, Wed, Fri & Sat: 8.30am - 5.30pm Tues & Thurs: 8.30am - 7.30pm
Drumcoo Recycling Centre Coalisland Road Dungannon	Mon: 8:30 am - 5:30 pm Tue - Thurs: 8:30am - 7:30pm Fri - Sat: 8:30am - 5:30 pm
Fivemiletown Recycling Centre Scrieby Road	Mon: 9am - 5pm Tuesday: Closed Wed - Sat: 9am - 5pm
Maghera Recycling Centre Station Road Industrial Estate	Mon - Sat: 8.30am - 5.30pm
Magherafelt Recycling Centre Ballyronan Road	Mon: 8:30am - 5:30 pm Tue - Thurs: 8:30am - 7:30pm Fri - Sat: 8:30am - 5:30 pm
Draperstown Recycling Centre Workplace Industrial Estate Magherafelt Road	Mon - Sat: 8.30am - 5.30pm

	Tullyvar Recycling Centre Tullyvar Road Aughnacloy	Mon - Thurs: 9am - 5pm Fri: 9am - 4pm Sat: 8.30am - 12noon	
<b>4.0</b>	<b>Other Considerations</b>		
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>  Financial: Providing a service on Saturdays and Public Holiday incurs overtime costs  Human: In addition to overtime payments employees are entitled to appropriate TOIL		
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/A		
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  N/A		
<b>5.0</b>	<b>Recommendation(s)</b>		
5.1	Members are asked to note the content of this report.		
<b>6.0</b>	<b>Documents Attached &amp; References</b>		
6.1	None		



<b>Report on</b>	Fairtrade Fortnight Schools Event
<b>Reporting Officer</b>	Raymond Lowry Head Of Service
<b>Contact Officer</b>	Yvonne Zellmann - Sustainability Officer

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members of the recent Fairtrade Schools Event held as part of Fairtrade Fortnight 2018.
<b>2.0</b>	<b>Background</b>
2.1	As part of their wider work on sustainable development Mid Ulster District Council is committed to actively support Fairtrade. At their February 2017 Council meeting MUDC passed a Fairtrade Resolution to demonstrate their commitment to actively facilitate the promotion and purchase of products with the FAIRTRADE Mark and to contribute to the regional Fairtrade campaign by taking a lead role in striving towards achieving Fairtrade District status for Mid Ulster District.
2.2	Following on from this decision Council have now switched to the use of FAIRTRADE TEA and COFFEE at all internal meetings.
2.3	Council is also organising awareness raising activities through their Sustainability Officer particularly during and in the run-up to Fairtrade Fortnight, which this year ran from 26 <sup>th</sup> February to 11 <sup>th</sup> of March. Fairtrade Fortnight is a UK and Ireland wide, action-packed highlight of the year, when campaigners, businesses, schools and places of worship show their support for the farmers and workers who grow our food in developing countries.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>As part of this year's Fairtrade Fortnight MUDC held a 'Meet the Producer' Fairtrade Schools Event on Tuesday, 27<sup>th</sup> February 2018 in the Indoor Events Space of the Hill of The O'Neill and Ranfurly House Arts &amp; Visitor Centre in Dungannon. During the morning participants learned a lot about FAIRTRADE and how many of our common foods such as sugar, bananas, coffee, tea, cocoa and spices are grown in different parts of the world. Fairtrade refreshments were also served and a Fairtrade Quiz allowed the teams from attending schools to test their Fairtrade knowledge. Quiz winners were presented by Council Chair Kim Ashton with their prizes.</p> <p>The event was well attended by 40 pupils and 10 teachers from 10 local schools. Many schools had sent members of their Eco schools committees or student councils and were</p>

	<p>planning to use what they have learned on the day for further activities in school. Attending schools were: Carntall PS, Derrycrin PS, Howard PS, Integrated College Dungannon, Moneymore PS, Royal School Dungannon, St Macartan's PS Clogher, St Patricks PS (The Loup), St Patrick's PS (Dungannon), Windmill Integrated PS.</p>
3.2	<p>Special guest for the morning was FAIRTRADE producer John Joseph, Chairman of WOFFA (WSSS Organic Farmers Fairtrade Association) and FAIRTRADE farmer of Coffee and Spices in India. John Joseph founded the WOFFA in 2008 with 400 small scale farmers in the rural Wayanad region of Kerala, India, known for its panoramic views and the diversity of indigenous tribal communities. At the event John Joseph gave participants an interesting insight into rural life in his native community and how Fairtrade played a role in changing the lives of Indian farmers and producers for the better. He spoke about better housing, health care and measures to stop soil erosion all made possible through Fairtrade and answered the many questions which local pupils were asking him about Fairtrade.</p> <p>Kevin McCullough, Head of Campaigns with The Fairtrade Foundation was also present and highlighted opportunities for schools to getting involved in becoming a Fairtrade School and gaining a series of Fairtrade School Awards.</p>
3.3	<p>The event received good media coverage in local papers, social media and on the Council website.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>N/a</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>All primary and secondary schools of Mid Ulster district were invited to participate in the event.</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>N/a</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	<p>Members are asked to note the content of this report</p>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<p>Appendix 1: Media coverage of the event.</p>

**Client:** Mid Ulster District Council  
**Source:** Dungannon Herald  
**Date:** 08/03/2018

**Keyword:** Mid Ulster District Council  
**Page:** 15  
**Reach:** 9800  
**Size:** 717  
**Value:** 444.54



Participating students are pictured with the Chair of Mid Ulster District Council, Councillor Kim Ashton; John Joseph, Fairtrade farmer and producer in India; Kevin McCullough, Head of Campaigns with the Fairtrade Foundation; and Yvonne Zellmann, Mid Ulster District Council.

## Local pupils urged to help Mid Ulster achieve Fairtrade status

PUPILS from Dungannon and south Tyrone were given a valuable insight into the work of the Fairtrade organisation, at a special event last week.

To mark Fairtrade Fortnight which takes place from February 26 - March 11, Mid Ulster District Council organised a 'Meet the Producer' at the Hill of The O'Neill in Dungannon.

Children had the opportunity to hear from Fairtrade producer and Chairman of WOFFA (WSSS Organic Farmers Fairtrade Association), John Joseph, farmer of coffee and spices in India.

Mr Joseph, founder of WOFFA, an ordained Priest and qualified lawyer, gave partici-

pants an interesting insight into rural life in his native community and how Fairtrade played a role in changing the lives of Indian farmers and producers for the better.

The pupils were then given the chance to put their questions to Mr Joseph which led to much interesting conversation.

Questions included: "How has your life changed since becoming a Fairtrade farmer?", "Why do farmers not get paid enough?", and "Does the Fairtrade premium help farmers to purchase machinery?"

Participants also heard from Kevin McCullough, Head of Campaigns with the Fairtrade Foundation. He highlighted to them the many opportunities

for schools to get involved and become a Fairtrade School.

Speaking at the event, Chair of the Council, Councillor Kim Ashton, said, "The theme of today's Fairtrade schools event was 'Meet the Producer' and I would sincerely like to thank John Joseph for making the effort and taking the time to trav-

el here today all the way from India to help shine a light on the issue of Fairtrade to our local students.

"As part of our wider work on sustainable development Mid Ulster District Council is committed to actively supporting Fairtrade. Activities during Fairtrade Fortnight are a great way of doing this and we would

encourage all schools and indeed the wider community to get involved and help us achieve Fairtrade status for the district."

Mr Joseph said, "Fairtrade Fortnight is creating awareness among the local people about the need for expressing their solidarity towards farmers in the Third World who are struggling to meet their needs through agriculture. Fairtrade means a decent and justified price, matching the cost of production to bring farmers a sustainable income."

Students also took part in a Fairtrade Quiz at the event where they could win one of three Fairtrade hampers for their school. The winners were Carnall PS, Derrychrin PS and Moneymore PS. Runners up were Howard PS and Windmill IPS.

Mid Ulster District Council is committed to supporting the Fairtrade campaign and actively promotes the purchase of products with the Fairtrade Mark including the use of Fairtrade coffee, tea and sugar at all internal meetings.

- For more information on Fairtrade contact Yvonne Zellmann, Sustainability Officer, on 03000 132 132 or email [yvonne.zellmann@midulstercouncil.org](mailto:yvonne.zellmann@midulstercouncil.org).



Pictured with the Chair of Mid Ulster District Council, Councillor Kim Ashton; John Joseph, Fairtrade farmer and producer in India; and Kevin McCullough, Head of Campaigns with the Fairtrade Foundation, are students from Carnall PS who were winners of the First Prize Fairtrade Baking Hamper.



Students from Derrychrin P.S who were winners of the second prize Fairtrade Tea and Coffee Event in School Hamper.

PUPILS AND TEACHERS LEARN FROM COUNCIL EVENT

‘Meet the Fairtrade Producer’

BY STAFF REPORTER  
news@midulstermail.co.uk  
@MidUMail

Forty pupils and 10 teachers from 10 local Primary and Post-Primary Schools in Mid Ulster attended a schools event this week to mark Fairtrade Fortnight, which takes place until March 11.

The event, organised by Mid Ulster District Council, took place at Hill of The O’Neill, Dungannon and the theme was ‘Meet the Producer’.

Students had the opportunity to hear from Fairtrade producer and Chairman of WOFFA (WSSS Organic Farmers Fairtrade Association), John Joseph, farmer of coffee and spices in India.

Mr Joseph, founder of WOFFA, and also an ordained priest and qualified lawyer, gave participants an interesting insight into rural life in his native community, and how Fairtrade played a role in changing the lives of Indian farmers and producers for the better. Students were then given the chance to put their questions to Mr Joseph which led to much interesting conversation. Questions included: “How has your life changed since becoming a Fairtrade farmer?”, “Why do farmers not get paid enough?”, and “Does the Fairtrade premium help farmers to purchase machinery?”

Participants also heard from Kevin McCullough, Head of Campaigns with the

Fairtrade Foundation. He highlighted to them the many opportunities for schools to get involved and become a Fairtrade School.

Speaking at the event, Chair of the Council, Councillor Kim Ashton, said: “The theme of today’s Fairtrade schools event was ‘Meet the Producer’, and I would sincerely like to thank John Joseph for making the effort and taking the time to travel here today all the way from India to help shine a light on the issue of Fairtrade to our local students.

“As part of our wider work on sustainable development, Mid Ulster District Council is committed to actively supporting Fairtrade. Activities during Fairtrade Fortnight are a great way of doing this and we would encourage all schools and indeed the wider community to get involved and help us achieve Fairtrade status for the district.”

Mr Joseph added: “Fairtrade Fortnight is creating awareness among the local people about the need for expressing their solidarity towards farmers in the Third World who are struggling to meet their needs through agriculture. Fairtrade means a decent and justified price, matching the cost of production to bring farmers a sustainable income.”

Students also took part in a Fairtrade Quiz for one of three Fairtrade hampers. The winners were Carnall P.S, Derrychrin P.S. and Moneymore P.S. Runners up were Howard P.S. and Windmill IPS.



Councillor Kim Ashton; John Joseph; Kevin McCullough, Head of Campaigns with the Fairtrade Foundation; and Yvonne Zellmann, Mid Ulster Council.



Councillor Kim Ashton; John Joseph; Kevin McCullough and students from Derrychrin P.S., winners of the second prize Fairtrade School Hamper.



Councillor Kim Ashton; John Joseph; Kevin McCullough and students from Carnall P.S., winners of the first prize Fairtrade Baking Hamper.



Councillor Kim Ashton; John Joseph, Kevin McCullough and students from Moneymore P.S., winners of the third prize hamper.



PUPILS AND TEACHERS LEARN FROM COUNCIL EVENT

# ‘Meet the Fairtrade Producer’

Head of Campaigns with the  
chrin P.S. and Moneymore P.S.  
Runners up were Howard P.S.  
and Windmill IPS.

BY STAFF REPORTER  
news@midulstermail.co.uk  
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**Forty pupils and 10 teachers from 10 local Primary and Post-Primary Schools in Mid Ulster attended a schools event this week to mark Fairtrade Fortnight, which takes place until March 11.**

The event, organised by Mid Ulster District Council, took place at Hill of The O'Neill, Dungannon and the theme was 'Meet the Producer'.

Students had the opportunity to hear from Fairtrade producer and Chairman of WOFFA (WSSS Organic Farmers Fairtrade Association), John Joseph, farmer of coffee and spices in India.

Mr Joseph, founder of WOFFA, and also an ordained priest and qualified lawyer, gave participants an interesting insight into rural life in his native community, and how Fairtrade played a role in changing the lives of Indian farmers and producers for the better. Students were then given the chance to put their questions to Mr Joseph which led to much interesting conversation. Questions included: "How has your life changed since becoming a Fairtrade farmer?", "Why do farmers not get paid enough?", and "Does the Fairtrade premium help farmers to purchase machinery?"

Participants also heard from Kevin McCullough,

Fairtrade Foundation. He highlighted to them the many opportunities for schools to get involved and become a Fairtrade School.

Speaking at the event, Chair of the Council, Councillor Kim Ashton, said: "The theme of today's Fairtrade schools event was 'Meet the Producer', and I would sincerely like to thank John Joseph for making the effort and taking the time to travel here today all the way from India to help shine a light on the issue of Fairtrade to our local students.

"As part of our wider work on sustainable development, Mid Ulster District Council is committed to actively supporting Fairtrade. Activities during Fairtrade Fortnight are a great way of doing this and we would encourage all schools and indeed the wider community to get involved and help us achieve Fairtrade status for the district."

Mr Joseph added: "Fairtrade Fortnight is creating awareness among the local people about the need for expressing their solidarity towards farmers in the Third World who are struggling to meet their needs through agriculture. Fairtrade means a decent and justified price, matching the cost of production to bring farmers a sustainable income."

Students also took part in a Fairtrade Quiz for one of three Fairtrade hampers. The winners were Carrntall P.S., Derry-



Fairtrade producer in India and Chairman of WOFFA, farmer John Joseph spoke to students at the Fairtrade Schools event.

**Client:** Mid Ulster District Council  
**Source:** Mid-Ulster Mail (South Derry)  
**Date:** 08/03/2018

**Keyword:** Mid Ulster District Council  
**Page:** 21  
**Reach:** 3132  
**Size:** 867  
**Value:** 1239.81



Councillor Kim Ashton; John Joseph; Kevin McCullough, Head of Campaigns with the Fairtrade Foundation; and Yvonne Zellmann, Mid Ulster Council.



Councillor Kim Ashton; John Joseph; Kevin McCullough and students from Derrychrin P.S., winners of the second prize Fairtrade School Hamper.



Councillor Kim Ashton; John Joseph; Kevin McCullough and students from Carnall P.S., winners of the first prize Fairtrade Baking Hamper.

**Client:** Mid Ulster District Council  
**Source:** Mid-Ulster Mail (South Derry)  
**Date:** 08/03/2018

**Keyword:** Mid Ulster District Council  
**Page:** 21  
**Reach:** 3132  
**Size:** 867  
**Value:** 1239.81



# Tyrone students learning about changing lives at Fairtrade event

TYRONE students have received an insight into how Fairtrade played a role in changing the lives of Indian farmers and producers for the better.

Some 40 pupils from ten local primary and post-primary schools in Mid Ulster attended the event to mark Fairtrade Fortnight which takes place from February 26-March 11.

The event, organised by Mid Ulster District Council, took place at Hill of The O'Neill, Dungannon and the theme was 'Meet the Producer'.

Students had the opportunity to hear from Fairtrade producer and chairman of WOFFA (WSSS Organic Farmers Fairtrade Association), John Joseph, farmer of coffee and spices in India. Mr Joseph, founder of WOFFA, an ordained priest and qualified lawyer, gave participants an interesting insight into rural life in his native community.

Students were then given the chance to put questions to Mr Joseph which led to much interesting conversation about life as a Fairtrade farmer.

Mr Joseph explained, "Fairtrade Fortnight is creating awareness among the local people about the need for expressing their solidarity towards farmers in the Third World who are struggling to meet their needs through agriculture. Fairtrade means a decent and justified price, matching the cost of production to bring farmers a sustainable income."

Participants also heard from Kevin McCullough, head of campaigns with the Fairtrade Foundation.

He highlighted the many opportunities for schools to get involved and become a Fairtrade School.

Mr McCullough said, "Fairtrade Fortnight this year encourages people to learn more about the positive impact Fairtrade has on farmers' livelihoods. This schools event was a great

opportunity for children and young people to learn about consumer power, Fairtrade standards and the difference Fairtrade can make to farmers' lives."

Speaking at the event, chair of the council, Cllr Kim Ashton stressed the council is committed to actively supporting the Fairtrade campaign and promotes the purchase of products with the Fairtrade Mark including the use of Fairtrade coffee, tea and sugar at all internal meetings.

For information on Fairtrade contact Yvonne Zellmann, sustainability officer, on 03000 132 132 or email [yvonne.zellmann@midulstercouncil.org](mailto:yvonne.zellmann@midulstercouncil.org).

**Client:** Mid Ulster District Council  
**Source:** Tyrone Herald  
**Date:** 05/03/2018

**Keyword:** Mid Ulster District Council  
**Page:** 8  
**Reach:** 5542  
**Size:** 597  
**Value:** 1092.51



Participating students pictured with the Chair of Mid Ulster District Council, Kim Ashton; John Joseph, Fairtrade farmer and producer in India; Kevin McCullough, Head of Campaigns with the Fairtrade Foundation; and Yvonne Zellmann, Mid Ulster District Council.



Pictured with the Chair of Mid Ulster District Council, Cllr Kim Ashton; John Joseph, Fairtrade farmer and producer in India; and Kevin McCullough, head of campaigns with the Fairtrade Foundation, are students from Carnall PS, winners of the first prize Fairtrade baking hamper.



Pictured with the Chair of **Mid Ulster District Council**, Cllr Kim Ashton; John Joseph, Fairtrade farmer and producer in India; and Kevin McCullough, head of campaigns with the Fairtrade Foundation, are students from Derrychrin PS, winners of the second prize Fairtrade tea and coffee event in school hamper.



<b>Report on</b>	Allergen Compliance Initiative
<b>Reporting Officer</b>	Fiona Mc Clements
<b>Contact Officer</b>	Fiona Mc Clements

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to inform Members about the Environmental Health Team's progress with the Allergen Compliance Strategy. This regional initiative, to improve compliance with the Regulations, has been ongoing since April 2017.
<b>2.0</b>	<b>Background</b>
2.1	The Food Information Regulations (FIR) (NI) 2014 came into force on 13 <sup>th</sup> December 2014. These Regulations require that all food sold loose or prepacked must be labelled with a list of any allergenic ingredients.
2.2	Food allergens are a significant hazard to those sensitive to them, whether present in the food as a deliberate ingredient; through cross contamination in the manufacturing, preparation or service of food; or through deliberate/fraudulent substitution of high value ingredients with cheaper ingredients which are not declared.
2.3	Food Business Operators (FBOs) must have robust systems in place to identify and verify the allergen information on any foods supplied to them and by them and have confidence in the supply chain. Failure to have allergen labelling on prepacked foods not only presents a risk to allergenic final consumers directly consuming the foods but also invalidates the controls being introduced by caterers or other users of the products when preparing foods for the final consumer.
2.4	Since the introduction of the Regulations, there have been a number of incidents and recalls due to the absence of allergen information or provision of incomplete/incorrect allergen information. This has resulted in costs to the businesses involved and officer costs in terms of time required to deal with the incident
2.5	Since the introduction of the requirements, regionally there have been a number of instances reported where consumers have suffered allergic reactions due to inadvertently consuming a meal containing an allergen, which had not been identified or correctly communicated. The requirement to declare allergens on loose foods should make it safer for an allergenic consumer to purchase food safely, however it may in certain cases, lead to a greater risk for the allergenic consumer if it is not done correctly.



3.1	<p>Since the introduction of the Regulations in 2014, EHO's have found that the level of compliance with the allergen requirements has not been as high as is required; particularly concerning the identification and declaration of the presence of allergens. As a result, the Food Standards and Food Fraud Sub Group (FSFF) of the Northern Ireland Food Managers Group (NIFMG) developed an allergen strategy aimed at improving compliance levels amongst businesses regionally.</p> <p>Implementation of the initiatives suggested within the strategy aims at improving compliance by food businesses with the allergen requirements. The initiatives also aim to provide a consistent approach in addressing issues relating to known allergens added to foods as allergenic ingredients and to those introduced by cross contamination.</p>
3.2	<p>To achieve this improved compliance, a number of measures have been undertaken by the Food Team at Mid Ulster District Council, including:</p> <ul style="list-style-type: none"> <li>• <b>Letters were issued to all relevant food businesses in the Mid Ulster District Council area.</b></li> </ul> <p>The letter, sent prior to the commencement of the Initiative, reminded food business operators of their legal obligations under the Regulations and their responsibilities to control cross contamination. It also informed the business owners that allergen assessments would be carried out at the next programmed visit.</p> <ul style="list-style-type: none"> <li>• <b>Officers have been, and will continue to undertake additional assessments at food premises to determine the level of allergen compliance at these premises.</b></li> </ul> <p>In assessing compliance at these visits, EHO's have been determining if the business has adequate procedures to identify, manage and monitor allergic ingredients used to prepare the food and if they have an effective means to communicate information about allergens to both the consumer and staff members. Where inadequate controls have been identified, businesses have been provided with advice on how to comply, in line with the enforcement policy.</p> <ul style="list-style-type: none"> <li>• <b>Organised seminars on the management of allergens for businesses across the district council area.</b></li> </ul> <p>The purpose of the seminars was to remind food business operators of their legal obligations and assist with their compliance. There were three seminars to accommodate as many food business operators across the district as possible. The seminars were very well attended at all three locations. Feedback, via evaluation forms completed at the seminars, has been positive.</p> <p>Delivery of the Allergen Compliance Initiative contributes towards Theme 1 (economic growth through supporting micro and small to medium sized enterprise) and Theme 4 (health and wellbeing) of the Community Plan.</p>

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p><b>Financial:</b> Funding from the Food Standards Agency was made available to support the Allergen Strategy within District Councils in the 2017/18 financial year.</p> <p><b>Human:</b> Additional officer time.</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the work of the Environmental Health Department's food team in their implementation of the Allergen Compliance Strategy.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix1: Allergen photograph

## Appendix 1





<b>Report on</b>	Mid Ulster Community Pharmacy Partnership - Networking Event, 'Making links to lighten the load'
<b>Reporting Officer</b>	Fiona McClements
<b>Contact Officer</b>	

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to advise on the Mid Ulster Community Pharmacy Partnership Networking Event, 'Making links to lighten the load'. <b>The event was held in the Greenvale Hotel, Cookstown on the 21st March 2018.</b>
<b>2.0</b>	<b>Background</b>
2.1	The Mid Ulster Community Pharmacy Partnership is a multi-agency group with representation from the Mid Ulster District Council, the Northern and Southern Health and Social Care Trusts, Integrated Care Partnerships, the Public Health Agency and the Community Development and Health Network (CDHN).
2.2	The Partnership recognises pharmacies have a key part to play in the delivery of public health messages and that they are well positioned to do so. They also recognise that being better connected and networked into local community, voluntary and statutory support structures will help them to do this more effectively. They can support people to implement individual changes and signpost them to other organisations and services that may be able to support them on wider issues.
2.3	Last year, In March 2017 there was a "Making Links to Lighten the Load' event to offer pharmacists, and their staff, information about what is happening in the community and to provide support and advice on how to develop links with local services. Presentations demonstrated local initiatives and give practical examples of how pharmacies can engage with them for the benefit of the pharmacist, their staff and their customers.
2.4	The event this year built on feedback from last year's event and key recommendations including the need for asset mapping at a more localised level. Therefore, this year's event focused on the wider Cookstown area as a pilot.
2.5	The aim was that participants who attended, gained a comprehensive knowledge of and improved access to local contacts that provide health and wellbeing services. A practical, user-friendly map / directory of local services was drafted to be shared with all stakeholders once finalised.

<b>3.0</b>	<b>Main Report</b>
3.1	The event was held in the Greenvale Hotel, Cookstown on 21 <sup>st</sup> March 2018.
3.2	The event was primarily for local community pharmacists and staff to increase their knowledge of what other services are available to them in local communities and to develop their skills in strengthening relationships with them.
3.3	The event was well attended by pharmacists/pharmacy staff representing 6 separate pharmacies.
3.4	12 organisations displayed and shared their work at the information stands. There were presentations from the British Heart Foundation NI and Mid Ulster Agewell followed by a facilitated round table discussion to work towards developing the practical guide of local services.
3.5	Mid Ulster District Council also had stands at the event including Energy Efficiency Service, Home Accident Prevention and Make A Change.
3.6	On the night of the event, there was an opportunity for networking and exchanging of contact details.
3.7	The event was very successful; the feedback has been extremely positive and this has proven to be a great opportunity to share information, provide support and develop connections and relationships between sectors.
3.8	The learning from the event will help shape the next steps for the partnership. The group will finalise the draft map/ service directory and share with all pharmacies in the wider Cookstown area. A key action moving forward will be to roll out the pilot across the Mid Ulster area.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>  Financial: The event was Funded via Northern Obesity Partnership Human: Within resources
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/a
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	None

<b>Report on</b>	The Calorie Wise Scheme
<b>Reporting Officer</b>	Fiona Mc Clements
<b>Contact Officer</b>	

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to advise the Committee on the Calorie Wise Scheme and the recent Calorie Wise Workshop that was held for local businesses. Also to advise that Mid Ulster Hospital in Magherafelt was the first business in Mid Ulster and one of the first in Northern Ireland to have received the Calorie Wise award.
<b>2.0</b>	<b>Background</b>
2.1	On 9th March 2012, the then Health Minister, Edwin Poots launched a 10 year framework for Preventing and Addressing Overweight and Obesity in Northern Ireland 'A Fitter Future For All 2012-2022.'
2.2	The ten year strategy's intention was to seek to improve the health and wellbeing of people throughout their entire life, from new born to seniors.
2.3	6 out of 10 adults and 1 in 4 children in NI are classified as being over-weight or obese. It is well known that eating too many calories can lead to obesity. Obesity can also increase the risk of some types of cancer, as well as increasing the risk of coronary heart disease, stroke and type 2 diabetes.
2.4	With one in 6 meals being eaten outside the home in NI, businesses have an increasingly important role to play in the diet of consumers. One of the key outcomes of the 'Fitter future for All Strategy' was to improve the display of calories on menus and address portion sizes. To work towards addressing this, the Calorie Wise scheme has been developed by the Food Standards Agency in partnership with District Councils.
2.5	The Calorie Wise Scheme is free and it's purpose is to encourage food businesses to display calorie information on their menus. The scheme asks businesses to display calorie information clearly and prominently on menus and menu boards, for standardised food and non-alcohol drink items. This provides customers with the information needed to make healthier choices when eating out.
2.6	A Calorie Wise champion was nominated within Environmental Health to take the scheme forward within the Council and a seminar for local businesses was organised.

<b>3.0</b>	<b>Main Report</b>
3.1	The Calorie Wise Workshop took place on Thursday 8th March in the Cookstown offices of Mid Ulster District Council. Visits and phone calls were made to relevant businesses to advise of the Calorie Wise Scheme and to invite them to the upcoming workshops.
3.2	The Workshop was an opportunity for businesses to appreciate the strategic background to the scheme, find out more about Calorie Wise and the application process through the Council. There was also an explanation of the Menucal tool, which is a database that has been developed to help businesses effectively and easily calculate calorie information for menu items.
3.3	<p>The Workshop was an opportunity to explain the following benefits of Calorie Wise to businesses:</p> <ul style="list-style-type: none"> <li>• It can increase profit due to standardisation of recipes and reduction of food waste.</li> <li>• Current food trends point towards a rise in demand by consumers for healthier food and products</li> <li>• A percentage of people want calorie labelling in all or some food outlets.</li> </ul>
3.4	<p>The workshop was also an ideal forum to award the first business in Mid Ulster with their Calorie Wise sticker after being successful in the audit process, which was carried out by the Calorie Wise Champion. Mid Ulster Hospital in Magherafelt was also one of the first in Northern Ireland to receive the award. At the workshop, the Council Chair, Councillor Kim Ashton congratulated Mark Irvine, Support Services Manager for Mid Ulster Hospital on his contribution to the scheme commenting that it was a remarkable achievement.</p> <p>“schemes like this have the potential to make a real difference in improving the health and well-being of our citizens, ultimately enabling them to enjoy longer and healthier lives.”</p> <p>It is hoped that more businesses will take forward the scheme in Mid Ulster and across Northern Ireland so to enable more people to make healthier choices when eating out, as well as encouraging food businesses to make healthier options more available.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p><b>Financial:</b> The Food Standards Agency Northern Ireland committed additional funding to District Councils to support Calorie Wise activities in the 2017/2018 financial year.</p> <p><b>Human:</b> Officer time.</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>

<b>5.0</b>	<b>Recommendation(s)</b>
5.1	It is recommended that Members note the work undertaken by the Environmental Health Team to date to promote the Calorie Wise scheme and continue to support these activities.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	<b>Appendix1:</b> Photos taken from the Workshop, including photo of the Chair with first successful business, Calorie Wise Champion, Principal EHO and Food Standards Agency Partners.

## Appendix 1



<b>Report on</b>	Signage Vandalism Repairs
<b>Reporting Officer</b>	Terry Scullion, Head of Property Services
<b>Contact Officer</b>	Cormac McGinley, Building Maintenance Officer

<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	x

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide members with an update on the ongoing repairs and costs associated with damage to Council signage in 2107/18.
<b>2.0</b>	<b>Background</b>
2.1	In December 2017 Property Services in house team's commenced installation of the new district boundary signs in agreed locations. Since installation a number of the signs have been vandalised by members of the public.
2.2	In addition to the district boundary signage, bilingual road nameplates have also been installed across the district in accordance with council policy (see appendix 1) and these too have been vandalised at various locations.
2.3	Further to the March 2018 Environment Committee it was requested that information be provided on what resources and finances have been invested on making good Council signage that has been defaced.
<b>3.0</b>	<b>Main Report</b>
3.1	Property Services have repaired and replace boundary signage, and road name plates that have been damaged or defaced in recent weeks and months. In-house maintenance staff have removed the graffiti that has made signs illegible. One boundary sign was burnt with a blow torch to the extent it had to be replaced.
3.2	A full break down of repairs with costings is included in appendix 2. This details the locations and type of signage that have been vandalised in the district.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial &amp; Human Resources Implications</b>  Financial: Approx £1,882 has been incurred in 2017/18 repairing or replacing defaced public facing Council signage located on roadsides.  Human: Within existing resources.
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/A

4.3	<b><u>Risk Management Implications</u></b>  N/A
5.0	<b>Recommendation(s)</b>
5.1	Council are asked to note the contents of this report.
6.0	<b>Documents Attached &amp; References</b>
6.1	Appendix 1- MUDC Street/Road nameplate design approval in March 2018
6.2	Appendix 2 – Inventory of Roadside Sign repairs in 2017/18

## Appendix E Name Plate Layout

AGREED: 14<sup>th</sup> February 2017 Environment Committee  
23<sup>rd</sup> February 2017 Full Council

### New Road / Street Signage

**Ballymaguire Road**  
**Townland of Kilsally**

Road Name with upper / lower case to both Road Name and Townland using Transport Medium Font and presented in BLACK text with white background

Example signage

### Dual Language Signage

**Arda Thonnaigh**  
Baile Fearainn Thonnaigh  
**TONNAGHT HEIGHTS**  
**TOWNLAND OF TONAGHT**

Irish First - - Flora medium

English second – Transport Medium - bold

All fonts same height

Townlands reduced size font to match Road Name

Example signage

## Damaged Signage Details 2017/18

	Date Reported	Road Name	Sign type	Details	Cost
1	28/06/2017	Desertmartin Village Sign	Bi-lingual	Defaced - grafitti removed	£60.00
2	14/08/2017	Gracefield Road	Bi-lingual	Defaced - grafitti removed	£60.00
3	14/08/2017	Waterfoot Road	Bi-lingual	Defaced - grafitti removed	£60.00
4	14/08/2017	Ballymagugian Road	Bi-lingual	Defaced - grafitti removed	£60.00
5	23/11/2017	Iniscarn Road	Bi-lingual	Defaced - grafitti removed	£60.00
6	23/11/2017	Tirgan Road	Bi-lingual	Defaced - grafitti removed	£60.00
7	23/11/2017	Bracklagh Road	Bi-lingual	Defaced - grafitti removed	£60.00
8	18/12/2017	Five Mile Straight @ Lisnamuck crossroads.	Bi-lingual	Defaced - grafitti removed	£60.00
9	18/12/2017	Lisnamuck Hill @ junction with Lisnamuck Road	Bi-lingual	Defaced - grafitti removed	£60.00
10	18/12/2017	Dunlogan road @ junction with Moneyneany road	Bi-lingual	Defaced - grafitti removed	£60.00
11	18/12/2017	Mullnavoo Lane	Bi-lingual	Defaced - grafitti removed	£60.00
12	18/12/2017	Moybeg road	Bi-lingual	Defaced - grafitti removed	£60.00
13	18/12/2017	Waterfoot road @ junction with Gracefield road	Bi-lingual	Defaced - grafitti removed	£60.00
14	27/12/2017	Clady Road, Portglenone	Boundary	Defaced - grafitti removed	£60.00
15	26/01/2018	Garvagh Road, Swatragh	Boundary	Defaced - grafitti removed	£60.00
16	19/02/2018	Killylea Road, Caledon	Boundary	Defaced - grafitti removed	£60.00
17	28/02/2018	Omagh Road	Bi-lingual	Defaced - grafitti removed	£60.00
	28/02/2018	Drum Road	Boundary	Defaced - grafitti removed	£60.00
18	06/03/2018	Killylea Road, Caledon	Bi-lingual	Defaced - grafitti removed	£60.00
19	07/03/2018	Annaghroe Road, Caledon	Boundary	Sign damaged with a blow torch - replacement sign required. Co.Tyrone sign removed and requires replacement	£682.00
20	08/03/2018	Burnbank, Cookstown	Bi-lingual	Defaced - grafitti removed	£60.00
				<b>Total Cost</b>	<b>£1,882.00</b>