



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

15 September 2023

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Cookstown at Mid Ulster District Council, Council Offices, COOKSTOWN, BT80 8DT on Tuesday, 14 January 2020 at 19:00 to transact the business noted below.

Yours faithfully

Anthony Tohill
Chief Executive

AGENDA

OPEN BUSINESS

1. Apologies
2. Declarations of Interest
Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.
3. Chair's Business

Matters for Decision

- | | | |
|-----|--|----------|
| 4. | DfI Roads Proposal to Mid Ulster District Council - Proposed 40MPH Speed Limit on Farlough Road and Derryvale Road, Newmills | 3 - 6 |
| 5. | DfI Roads Proposals to Mid Ulster District Council - Proposed Amendments to Limited Waiting - Oldtown Street, Cookstown | 7 - 10 |
| 6. | Recycling Collaborative Change Capital Funding | 11 - 14 |
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| 10. | Street Naming and Property Numbering Report | 77 - 102 |

Matters for Information

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12	NIEA Waste Statistics and NILAS Annual Reports 2018/19	115 - 196
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18	Food Sampling Rationale for Mid Ulster District Council	283 - 292

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

19. Forthill Cemetery Burial Space Development
20. Tender report for appointment of a supplier to provide HGV and Small Plant lifts

Matters for Information

21. Confidential Minutes of Environment Committee held on 2 December 2019
22. Disposal/Sale of Assets - Fleet and Plant
23. Fleet Operator Licence Update
24. Capital Projects Update

Report on	DfI Roads Proposal to Mid Ulster District Council - Proposed 40MPH Speed Limit on Farlough Road and Derryvale Road, Newmills
Date of Meeting	Tuesday 14 th January 2020
Reporting Officer	Andrew Cassells, Director of Environment & Property
Contact Officer	Andrew Cassells, Director of Environment & Property

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

1.0	Purpose of Report
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.
2.0	Background
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.
3.0	Main Report
3.1	<p>The following outlines the proposals to be brought to the attention of the Environment Committee:</p> <p>Proposed 40MPH Speed Limit on Farlough Road and Derryvale Road, Newmills</p> <p>DfI Roads are proposing to introduce a 40MPH speed limit on Farlough Road and Derryvale Road, Newmills.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial:

	Human:
	<p>Risk Management:</p> <p>The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.</p>
4.2	Screening & Impact Assessments
	<p>Equality & Good Relations Implications:</p> <p>The introduction of the aforementioned proposal at this location will assist DfI in the discharge of their statutory duty.</p>
	Rural Needs Implications:
5.0	Recommendation(s)
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
6.0	Documents Attached & References
6.1	<p>Appendix 1</p> <p>Letter from DfI Roads dated 22nd November 2019; Proposed 40MPH Speed Limit on Farlough Road and Derryvale Road, Newmills</p>
6.2	<p>Appendix 2</p> <p>Drawing – Proposed 40MPH Speed Limit on Farlough Road and Derryvale Road, Newmills</p>



Department for

Infrastructure

An Roinn

Bonneagair

www.infrastructure-ni.gov.uk

Network Development

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

County Hall
Drumragh Avenue
Omagh

Tel: 028 8225 4085

22 November 2019

Dear Mr Tohill

PROPOSED 40MPH SPEED LIMIT – FARLOUGH ROAD AND DERRYVALE ROAD, NEWMILLS

DfI Roads is proposing to provide a 40mph speed limit on Farlough Road and Derryvale Road, Newmills as shown on the attached map.

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

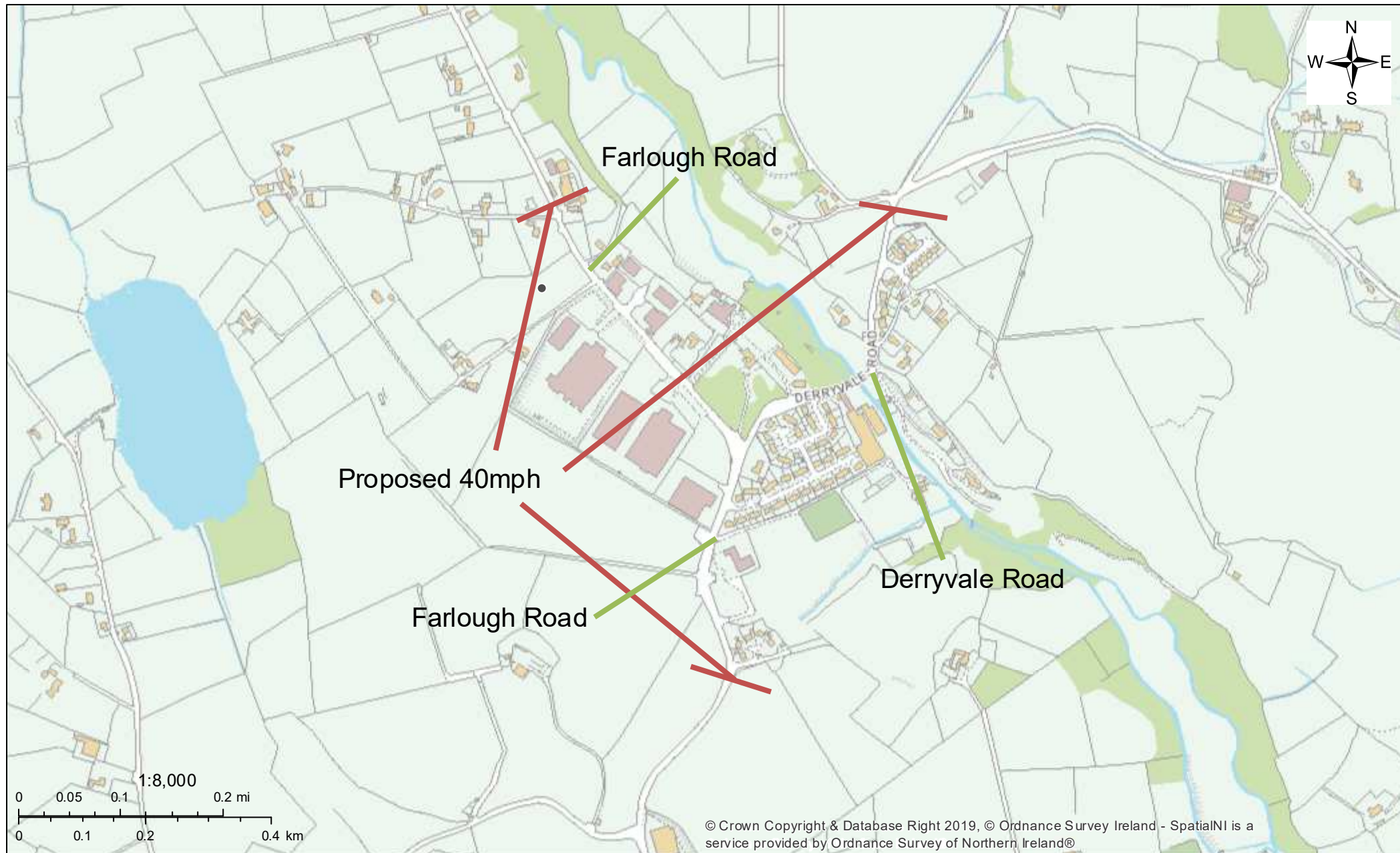
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Proposed 40mph - Farlough Road and Derryvale Road, Newmills



Friday 22 November 2019 09:16:00

Report on	DfI Roads Proposals to Mid Ulster District Council - Proposed Amendments to Limited Waiting - Oldtown Street, Cookstown
Date of Meeting	Tuesday 14 th January 2020
Reporting Officer	Andrew Cassells, Director of Environment & Property
Contact Officer	Andrew Cassells, Director of Environment & Property

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

1.0	Purpose of Report
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.
2.0	Background
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.
3.0	Main Report
3.1	<p>The following outlines the proposals to be brought to the attention of the Environment Committee:</p> <p>Proposed Amendments to Limited Waiting - Oldtown Street, Cookstown</p> <p>DfI Roads are proposing to amend the descriptions for two sections of limited waiting legislation on Oldtown Street, Cookstown. The description for a short stretch, which is also contained in another description of limited waiting, will be revoked to remove a duplicate and another stretch will have the length in the description amended from 27 to 36 metres.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: None
	<p>Risk Management:</p> <p>The introduction of the aforementioned proposals at these locations will assist in the management of road safety issues.</p>
4.2	Screening & Impact Assessments
	<p>Equality & Good Relations Implications:</p> <p>The introduction of the aforementioned proposals at these locations will assist DfI in the discharge of their duties in regard to disability.</p>
	Rural Needs Implications:
5.0	Recommendation(s)
5.1	That the Environment Committee endorses the proposals submitted by DfI Roads.
6.0	Documents Attached & References
6.1	<p>Appendix 1</p> <p>Letter from DfI Roads dated 6th November 2019; Proposed Amendments to Limited Waiting - Oldtown Street, Cookstown.</p>
6.2	<p>Appendix 2</p> <p>Drawing – Proposed Amendments to Limited Waiting - Oldtown Street, Cookstown</p>



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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

6 November 2019

Dear Mr Tohill

**PROPOSED AMENDMENTS TO LIMITED WAITING – OLDTOWN STREET,
COOKSTOWN**

DfI Roads is proposing to amend the descriptions for two stretches of limited waiting legislation on Oldtown Street, Cookstown, as shown on the attached map. The description for a short stretch, which is also contained in another description of limited waiting, will be revoked to remove a duplicate and another stretch will have the length in the description amended from 27 to 36 metres.

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

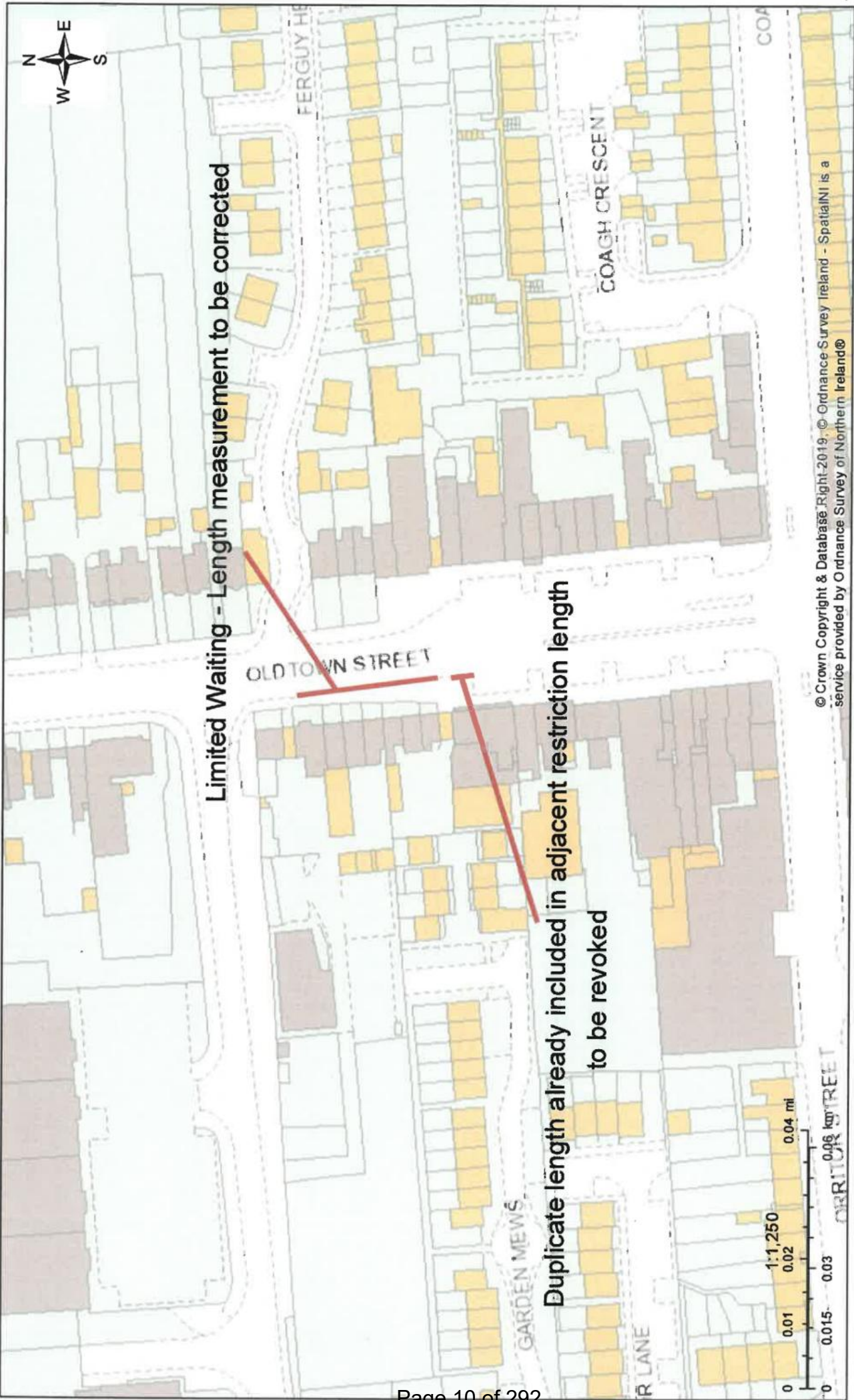
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Amendments - Oldtown Street, Cookstown



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Report on	Recycling Collaborative Change Capital Funding
Date of Meeting	14 th January 2020
Reporting Officer	Mark McAdoo, Head of Environmental Services
Contact Officer	Mark McAdoo, Head of Environmental Services

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

1.0	Purpose of Report
1.1	To update members on the outcome of a capital funding project/application submitted to DAERA under the Recycling Collaborative Change Programme.
2.0	Background
2.1	<p>In June the Environmental Policy Division of DAERA announced the launch of a £23M capital programme over the period of 2019/20 to 2021/22 to provide financial assistance to local councils to improve recycling services and infrastructure.</p> <p>The aim of this programme is to support the draft Programme for Government, in particular Outcome 2 "to live and work sustainably - protecting the environment".</p> <p>The programme will use capital investment to improve the quality of recyclates, increase recycling and bring about behavioural change. The programme will also support initiatives to reduce waste, reuse materials and prepare materials for reuse. This programme is part of a range of other activities to support the draft Programme for Government Outcomes and to promote a circular economy.</p> <p>The programme will seek to contribute quality recyclate materials to the market and economy to allow for the development of opportunities for the local circular economy. The programme is about being effective in realising the value of these materials for the benefit of the environment, society and the economy and not simply about the efficient management of waste.</p> <p>The approval of this programme by central government is a recognition of the positive outputs realised in the last decade through close collaborative and partnership working between central and local government and other stakeholders.</p>

3.0	Main Report
3.1	<p>The Household Waste Recycling Collaborative Change Programme will assist local councils to transform kerbside recycling and Household Recycling Centre (HRC) infrastructure and services. The programme will emphasise quality of recycling, as well as increasing the quantity of recyclates collected, in order to ideally realise the economic potential of recycling to the economy. The programme will ensure that there is a stronger linkage between waste management and the economy as opposed to the historical emphasis on solely meeting EU waste recycling targets.</p>
3.2	<p>The objectives for the Programme are:</p> <ul style="list-style-type: none"> • To transform local council household waste recycling services in readiness for delivering a circular economy for Northern Ireland between 2020 - 2030; • To improve the quality of household waste recycling collected by local councils to a standard allowing wide market access; • To increase the quantity of household waste recycling collected by local councils and reduce the reliance on landfill; • To raise awareness of, and encourage best practice in, recycling and change the perception of waste to one of a valuable resource.
3.3	<p>A summary of the Programme targets are:</p> <ul style="list-style-type: none"> • To collect 8,000 additional tonnes of post-consumer paper, plastics and glass from kerbside collections to standards suitable for use by UK and EU reprocessors in the first year following the programme completion (these three materials are being used as indicator materials) • To increase the 'waste from household' recycling rate to at least 50% for the calendar year 2020 • To capture an additional 27,454 tonnes of source segregated material per year for recycling and re-use from HRC/CAs for the first year following the programme completion
3.4	<p>The guidance provided for the programme stated that it would “<i>operate on a rolling first come first served basis</i>”. Officers considered in detail potential projects and, on 5^h August 2019, submitted a detailed application to fund an extension and refurbishment of Magherafelt Recycling Centre. It is proposed to redevelop the existing facility (incorporating the 0.8 acre plot of land to be purchased adjacent to the site as shown on attached map) to provide a bespoke state of the art Recycling Centre which will increase both the quantity and quality of recyclable materials by:</p> <ul style="list-style-type: none"> • Providing increased and better material separation and storage on site of recyclables through the transition to RORO containers and compactors. • Incorporating reuse on site for the first time and building partnerships with local charities and community groups to increase the opportunities for reuse • Reducing the overall environmental impact of the site through reduced vehicle movements, better waste containment and the reduction of litter • Improving the health and safety of the site for users and staff by separating Council and service vehicles from the public and improving traffic flows

3.5	<ul style="list-style-type: none"> Enhancing the customers recycling experience on site through the introduction of split levels and more accessible fit for purpose containers and compactors including automatic wheeled bin lifters. Improving customer awareness through better communications and signage <p>A letter of offer for £894,997 funding was received from DAERA on 29th November with a Funding Agreement Memorandum of Understanding (see copies attached).</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	<p>Funding When combined with funding obtained for communications (£5,000 for plastics and £7,288 for food waste) this letter of offer brings the total of amount of funding secured for waste management by Mid Ulster Council in 2019/20 to £907,285. The total amount of funding successfully applied for since 2015 is £1,365,838. The Councils Draft Capital programme has identified some £290,000 to support this funding application.</p>
	<p>Human: Significant officer time in the preparation and submission of funding application</p>
	<p>Risk Management: Project risks have been identified and detailed in the funding application forms</p>
4.2	Screening & Impact Assessments
	<p>Equality & Good Relations Implications: None</p>
	<p>Rural Needs Implications: None</p>
5.0	Recommendation(s)
5.1	Members are asked to note the contents of this report and to endorse the delivery of a (funded) capital project to extend and refurbish Magherafelt Recycling Centre.
6.0	Documents Attached & References
6.1	Recycling Collaborative Change Funding Letter of Offer from DAERA
6.2	Recycling Collaborative Change Funding Agreement (MoU) with DAERA
6.3	Site layout drawing showing proposed extension/refurbishment works to Magherafelt Recycling Centre

Report on	Environmental Services Proposed Scale of Charges for 2020/21
Date of Meeting	14th January 2020
Reporting Officer	Mark McAdoo, Head of Environmental Services
Contact Officer	Mark McAdoo, Head of Environmental Services

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

1.0	Purpose of Report																				
1.1	To seek approval for a proposed scale of charges in relation to Environmental Services for the period 1 st April 2020 to 31 st March 2021.																				
2.0	Background																				
2.1	The proposed charges for Environmental Services relate to: the collection and disposal of commercial waste; the sale of wheeled bins to domestic and commercial customers; the provision of bulky waste collections and acceptance of trade waste at Recycling Centres.																				
3.0	Main Report																				
3.1	<p>Commercial waste kerbside collection charges</p> <p>Proposed charges for the collection and disposal of commercial waste from 1st April 2020 (at the kerbside) are shown in table 1 below.</p> <p>Table 1</p> <table><tr><th rowspan="2">Bin Size</th><th colspan="2">Cost per Collection</th></tr><tr><th>Residual</th><th>Recycling</th></tr><tr><td>120 Litre</td><td>£3.20</td><td>£2.10</td></tr><tr><td>240 Litre</td><td>£5.80</td><td>£3.85</td></tr><tr><td>360 Litre</td><td>£8.55</td><td>£5.60</td></tr><tr><td>660 Litre</td><td>£15.15</td><td>£10.00</td></tr><tr><td>1100 Litre</td><td>£24.95</td><td>£16.50</td></tr></table> <p>The proposed charges are based on a 5% increase on the existing charges (rounded to the nearest five pence). In order to incentivise recycling the charges for the collection of recycling bins equate to only two thirds of the residual waste charges. It should be noted that VAT is not chargeable on any commercial waste collections.</p>	Bin Size	Cost per Collection		Residual	Recycling	120 Litre	£3.20	£2.10	240 Litre	£5.80	£3.85	360 Litre	£8.55	£5.60	660 Litre	£15.15	£10.00	1100 Litre	£24.95	£16.50
Bin Size	Cost per Collection																				
	Residual	Recycling																			
120 Litre	£3.20	£2.10																			
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660 Litre	£15.15	£10.00																			
1100 Litre	£24.95	£16.50																			
3.2	<p>Purchase of Wheeled Bins</p> <p>It is not proposed to increase the current prices for the purchase of wheeled bins as shown in table 2 below:</p>																				

Table 2

Bin Size	Cost	Delivery Charge	Total (Exc VAT)
120/180 Litre	£25	£9	£34
240 Litre	£25	£9	£34
360 Litre	£50	£12	£62
660 Litre	£125	£12	£137
1100 Litre	£170	£12	£182

The charges for 240 litre wheeled bins will apply to black, blue and brown containers. However, when a householder is purchasing all three bins at the one time then the charge for the brown bin is reduced to £10 resulting in a total charge of £60 for all three bins (rather than £75). Furthermore, where more than one bin is purchased and delivered to a property at the same time only one (£9) delivery charge will apply.

3.3 Replacement Parts and Miscellaneous Items

It is not proposed to increase the current prices for wheeled bin replacement parts and other miscellaneous items as shown in table 3 below:

Table 3

Replacement part	Cost
120, 140, 240 or 360 litre bin wheels	£3.50 each
120, 140, 240 or 360 litre bin axles	£3.00 each
Complete bin axle with 2 wheels for above bins	£10.00 per set
240 litre bin lid with pins	£10.00
Individual bin lid pins - all sizes	£1.00 each
660 and 1100 litre castor wheels with brakes	£15.00
660 and 1100 litre castor wheels without brakes	£12.00
Miscellaneous item	
Food Waste Caddies	Free of charge
Home Compost Units	Free of charge
Caddy Liners (approx. 50 liners per roll)	£1.00 per roll
Re-usable garden waste sacks	£2.00 each

3.4 Bulky Household Waste Collection Service

It is proposed that the current charge of £5 for the provision of a bulky household waste collection service (per three items) remains in place from 1st April 2020.

3.5 Disposal of Commercial Waste at Recycling Centres

The proposed charges for the disposal of commercial waste at Cookstown, Drumcoo and Magherafelt Recycling Centres from 1st April 2020 are shown in table 4 below:

Table 4

Material	Rate per Tonne	VAT	Total Per Tonne
Residual Waste	£150	£30	£180
Wood	£75	£15	£90

	Hard Plastic	£125	£25	£150
	Plasterboard	£150	£30	£180
	Fridges/Freezers	£50 each	£10	£60 each
	Oil filters & rags	£750	£150	£900
	Green (garden) waste	£50	£10	£60
	Paint (including cans)	£650	£130	£780
	Rubble	£20	£4	£24
	Flat glass	£50	£10	£60
A minimum charge of £5 applies however commercial recyclable waste such as paper, cardboard, batteries, fluorescent tubes, electrical appliances, textiles, scrap metal, plastic bottles, glass bottles and cooking oil will continue to be accepted free of charge.				
4.0	Other Considerations			
4.1	Financial, Human Resources & Risk Implications			
	Financial:			
	The total projected income from the collection and disposal of commercial waste from the kerbside in 2020/21 is estimated to be approximately £350,000			
	Human:			
	Administration of trade waste invoicing and Recycling Centre commercial pre- payments.			
	Risk Management:			
	N/A			
4.2	Screening & Impact Assessments			
	Equality & Good Relations Implications: N/A			
	Rural Needs Implications: N/A			
5.0	Recommendation(s)			
5.1	It is recommended that the proposed scale of charges as outlined be approved for 2020/21			
6.0	Documents Attached & References			
6.1	Existing Scale of Charges for 2019/20			

ENVIRONMENTAL SERVICES SCALE OF CHARGES 2019/20

Commercial Waste Kerbside Collection and Disposal Charges

Bin Size	Cost per Collection	
	Residual	Recycling
120 Litre	£3.05	£2.00
240 Litre	£5.50	£3.65
360 Litre	£8.15	£5.35
660 Litre	£14.45	£9.50
1100 Litre	£23.75	£15.70

Purchase of Wheeled Bins

Bin Size	Cost	Delivery Charge	Total (Exc VAT)
120/180 Litre	£25	£9	£34
240 Litre*	£25	£9	£34
360 Litre	£50	£12	£62
660 Litre	£125	£12	£137
1100 Litre	£170	£12	£182

*Discounted cost for three coloured 240 litre bins (if purchased at same time) is £60

Wheeled Bin Replacement Parts and Miscellaneous Items

Replacement part	Cost
120, 140, 240 or 360 litre bin wheels	£3.50 each
120, 140, 240 or 360 litre bin axles	£3.00 each
Complete bin axle with 2 wheels for above bins	£10.00 per set
240 litre bin lid with pins	£10.00
Individual bin lid pins - all sizes	£1.00 each
660 and 1100 litre castor wheels with brakes	£15.00
660 and 1100 litre castor wheels without brakes	£12.00
Miscellaneous item	
Food Waste Caddies	Free of charge
Home Compost Units	Free of charge
Caddy Liners (approx. 50 liners per roll)	£1.00 per roll
Re-usable garden waste sacks	£2.00 each

Disposal of Commercial Waste at Recycling Centres

Material	Rate per Tonne	VAT	Total Per Tonne
Residual Waste	£140	£28	£168
Wood	£75	£15	£90
Hard Plastic	£100	£20	£120
Plasterboard	£150	£30	£180
Fridges/Freezers	£50 each	£10	£60 each
Oil filters & rags	£750	£150	£900
Green (garden) waste	£50	£10	£60
Paint (including cans)	£500	£100	£600
Rubble	£20	£4	£24

Bulky Household Waste Collection Charge - £5 per collection (up to 3 items)

Report on	Cemetery Administration and Management Update
Date of Meeting	14 th January 2020
Reporting Officer	Terry Scullion, Head of Property Services
Contact Officer	Terry Scullion, Head of Property Services

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

1.0	Purpose of Report
1.1	This report is to seek Members approval on the updated Draft Council's administration of burials in relation to Cemetery Management including Rules, Regulations and Memorial Safety.
2.0	Background
2.1	Members will recall at the November 2019 Environment Committee meeting a draft paper on the Cemetery Management including Rules, Regulations and Memorial Safety was approved for further consultation, subject to an amendment in relation to section 2.12 of the document in appendix 1 in relation to 'all religions and none'.
2.2	At Council in November 2019 members asked for the draft to return to Committee to reconsider section 2.3 of the document in appendix 1 in respect of the latest permitted entry time on Sunday.
2.3	A subsequently request has been raised in respect of section 3.3 of the document in appendix 1 in respect of the temporary or permanent use of hardwood memorials.
3.0	Main Report
3.1	<p>The draft document highlighted the following issues:</p> <p>a) Interment Hours (see section 2.12 of the document in appendix 1) During winter hours the latest permitted entry time for an interment is 14:30. In summer it's 3.00pm.</p> <p>Due to the timing of local Sunday Church services it has been requested that the latest arrival time on a Sunday only should be extended to 15:00 throughout the year, including the winter period.</p> <p>This is feasible, however due to the lack of lighting in the cemeteries, and the drop in natural light at this time of year there are increased health and safety pressures for both visitors and staff, especially if the funeral arrives</p>

	<p>late. The burial cost to Council is also likely to increase, in relation to staff and the need for temporary lighting based on risk assessment during the late winter period.</p> <p>b) Non-Christian burials (see section 2.12 of the document in appendix 1) The wording in relation to 'Non-Christian' burials has been reviewed following discussions with other Councils and Council's Equality Officer. The section has been amended as follows:</p> <p><i>'All religions and none</i></p> <p><i>Council will accommodate all religions and none. It will aim to accommodate requests for special burial arrangements to meet the needs of particular faiths.'</i></p> <p>It is the responsibility of the family or funeral director to notify Council of any special requests associated with religious traditions that the deceased party may have E.g. burial direction.</p> <p>c) Grave Memorials/Permits (see section 3.3 of the document in appendix 1)</p> <p>The draft document states the following in relation to memorials:</p> <p><i>'All memorials and headstones must be made of stone or other non-perishable material such as granite. Temporary hardwood memorials can be erected but only for the six months from the date of burial, after this period Council staff will be instructed to remove it'.</i></p> <p>Members to advise on extending the duration of time (e.g. 12 months) that perishable memorials (e.g. hardwood crosses) remain after a burial; or advise if they wish to treat them as permanent memorials through an application process and payment of a fee in line with the scale of charges.</p>
3.2	<p>The next step is to afford the staff trade unions an opportunity to provide feedback on the proposed document, before presenting it to Council's Policy and Resources Committee for approval with a proposed implementation date of 1st April 2020, subject to Committee and Council meeting schedules.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	<p>Financial: Development of the rules and regulations is within existing resources. Limited budget is available in year for roll out of the Memorial Safety Programme.</p>
	<p>Human: Staff time in the administration of burials, cemetery inspections including training of operatives, and managing third party contractors working in the cemeteries.</p>

	Other client service support through Council's Marketing and Communications, Legal Services and Health and Safety teams.
	<p>Risk Management:</p> <p>This is a risk of injury to staff, contractors or visitors should an unstable headstone or memorial fall, or injury from access to a site, including liability issues associated with maintaining a work area not under the responsibility of Council, or where a maintenance agreement does not exist.</p>
4.2	Screening & Impact Assessments
	<p>Equality & Good Relations Implications:</p> <p>No adverse impact on any equality group has been identified and positive impacts will be minor. See appendix 2 for equality screening document.</p>
	<p>Rural Needs Implications:</p> <p>No adverse impact as it is not specific to both rural or urban burials grounds and cemeteries within the District. See appendix 3 for rural needs assessment.</p>
5.0	Recommendation(s)
5.1	Members are requested to note the content of the report and advise on the matters raised in section 3.1 for approval to present the contents of the draft documents to Council's Policy and Resources Committee for Policy approval.
6.0	Documents Attached & References
6.1	Appendix 1 - Mid Ulster District Council Cemetery Management Policy incorporating Rules, Regulations and Memorial Safety
6.2	Appendix 2 – Cemetery Equality Screening
6.3	Appendix 3 – Cemetery Rural Needs Assessment
6.4	Reference: Environment Committee 12 November 2019; Cemetery Administration & Management Update; Report and associated Minute



CEMETERY MANAGEMENT POLICY INCORPORATING RULES, REGULATIONS & MEMORIAL SAFETY

Document Control			
Policy / Procedure Owner (name, role & section)	Terry Scullion Head of Property Services		
Policy/ Procedure Author (name, role & section)	Eunan Murray Grounds & Cemeteries Manager		
Version	V1.3		
Consultation	Senior Management Team	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Trade Unions	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Equality Screened by	Eunan Murray	Date	28/10/2019
Equality Impact Assessment	Yes	No <input checked="" type="checkbox"/>	Date
Approved By	Policy & Resources Committee	Date	
Adopted By	Council	Date	
Review Date	April 2022	By Whom	Eunan Murray
Circulation	Mid Ulster DC staff, Funeral Directors, Memorial sculptors, and Churches (all denominations)		
Document Linkages	Customer service policy		
	Health & Safety Policy		
	Accessible communications policy		

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SECTION 1 – INTRODUCTION

1.1 Active Burial Grounds

This policy and rules made by Mid Ulster District Council concern the general management, regulations and control of the Burial Grounds owned and managed; and prescribes the conditions upon which the exclusive Right of Burial may be purchased as follows:

- Forthill Cemetery, Cemetery Road, Cookstown
- Polepatrick Cemetery, Castledawson Road, Magherafelt
- Coolhill Cemetery, Killyman Road, Dungannon
- Cottagequinn Cemetery, Old Eglish Road, Dungannon
- Drumcoo Cemetery, Coalisland Road, Dungannon

As the burial authority in control of cemeteries, we are bound by the conditions of the Public Health (Ireland) Act 1878 Part III; Burial Grounds Regulations (Northern Ireland) 1992 Part II No. 5; and we have a legal duty under the Health and Safety at Work Order (NI) 1978; and Management of Health and Safety at Work Regulations (NI) 2000 to ensure that our burial grounds are safe places to work and visit.

1.2 Historic Burial Grounds

This also includes general management, regulation and control of the following old burial grounds:

- Kilcronaghan Old Burial Ground, Kilcronagh Road, Tobermore
- St. Lurach's Old Burial Ground, Bank Square, Maghera
- Churchwell Lane (Bridewell) Old Burial Grounds, Churchwell Lane, Magherafelt
- Desertmartin Old Burial Grounds, Main Street, Desertmartin
- Ballynascreen Old Burial Grounds, Cavanreagh Road, Sixtowns, Draperstown
- Desertlyn Old Burial Grounds, Desertlyn Rd, Desertmartin
- Mullagh Old Burial Grounds, Mullagh Road, Maghera
- Eglish Old Burial Grounds, Opp 54 Ballynagrave Road, Magherafelt
- Ballymaguigan Old Graveyard, Ballymaguigan Road, Magherafelt
- Desertlyn Old Graveyard, 42 Lawford Street, Money more
- Donagharrisk Old Burial Grounds, 60 Tullywiggan Road, Tullyhogue, Cookstown
- Ballinderry Old Graveyard, 117 Ballinderry Bridge Road, Coagh
- Ballyclog Old Graveyard, 124 Coagh Road, Stewartstown
- Grange Old Graveyard, 68 Grange Road, Cookstown
- Derryloran Old Graveyard, 2 Sandholes Road, Cookstown
- Donaghendry Old Graveyard, 5 Donaghendry Road, Stewartstown
- Eglish (Coagh) Old Graveyard, 16 Gort Road, Coagh
- Kildress Old Graveyard, 1 Upper Kildress Road, Cookstown
- Ballyeglish Old Graveyard, 75 Ballyeglish Road, Loup, Money more
- Old Cross Ardboe, 150 Ardboe Road, Ardboe
- Paupers Graveyard, 57 Fairhill Road, Cookstown
- Gorestown Old Graveyard, Gorestown Road, Moy
- Clonfeacle Old Graveyard, 69 Clonfeacle Road, Tullydowney
- Aghaloo Old Graveyard, Adj 7 Aghaloo Road, Aughnacloy
- Carnteel Old Graveyard, Adj 42 Main Street, Carnteel
- Drumglass Old Graveyard, Rossmore Road, Dungannon

- Donaghmore Old Cross Graveyard, Castlecaulfield Road, Donaghmore
- Errigal Keerogue Cross and Graveyard, 55 Errigal Road, Ballygawley
- Clogher Paupers Graveyard, Tullybroom Road, Clogher

1.3 Aim of this Document

This policy aims to communicate Rules and Regulations concerning the general management, regulation and control of all Council Cemetery facilities operated and managed by Mid Ulster District Council upon which the exclusive Right of Burial may be purchased.

It provides guidance on arranging a burial within Council cemeteries. It provides information on restrictions and conditions that apply when purchasing exclusive rights of burial, and will detail rights and responsibilities in relation to our cemeteries.

This policy sets out Councils approach to the safe erection and management of memorials in our Cemeteries, including historical burial grounds.

1.3 Policy Implementation

This policy will be implemented on behalf of Council and the Chief Executive by the Property Services section.

SECTION 2 – CEMETERY MANAGEMENT

2.1 Contact Details:

Mid Ulster District Council
Burn Road
Cookstown
Co Tyrone
BT80 8DT
Tel No. 03000 132 132
E-mail: cemeteries@midulstercouncil.org

2.2 Office and Cemetery Opening Hours

Monday to Friday 9.00am – 5.00 pm.

Bank holiday arrangements can be found on the website www.midulstercouncil.org

An out of hours' service is available for Funeral Directors, Clergy and Family who wish to check if it is possible for a burial to take place on a certain date and time before making final arrangements.

Burial requests for Sunday funerals must be made to the Cemeteries Officer before 8:00pm on Friday evening.

Access to active cemeteries is available around the clock. However work hours for memorial mason or sculptor work is restricted to times granted on approved permits. Some historical cemeteries may be locked, but access is available on request from the Cemeteries Officer.

2.3 Interment Arrival Times

Monday to Sunday: 10.30 to 15:00*.

*During winter hours the latest permitted entry time is 14:30 due to the reduction in daylight to safely complete the burial. However the latest permitted entry time on Sundays is 15:00 throughout the year to accommodate Church services on this day.

Council will not be responsible for any delay in burials if the funeral arrives early or late.

Interments are available on public holidays with the exception of Christmas Day.

2.4 Fees and Payment

Council will review the scale of charges when it considers it necessary to do so. Current fees can be acquired by contacting the Cemeteries Officer or view them on Council's website: www.midulstercouncil.org

Residents of Mid Ulster District will receive a concession on the full price. Council will accept payment of fees by cash, cheque, BACS or debit/credit cards by the representatives of the deceased or by the appointed funeral director.

2.5 Public Graves

Public graves are only available to the Council's Environmental Health Service, Health and Social Care Trusts and other statutory agencies as required. No monument, headstone, plinth, railings or other structures can be erected on or around these graves.

2.6 Graves in Proprietary Ground (privately owned graves)

To purchase a grave, you purchase what is known as '**Exclusive Rights of Burial**' for a grave space. The general rule is that you can only purchase a grave at the time of bereavement however, special circumstance can be considered if the purchase is linked with a funeral plan. It should be noted that when you purchase the exclusive rights of burial you only purchase the right to bury in the grave and not the ground. *(A maximum of three plots only shall be made available to a family or individual at this time.)*

A person who wishes to purchase the '**Exclusive Rights of Burial**' in a grave shall agree to conform to all rules and regulations in force or thereafter made by the Council. Upon their death, those rights formally transfer to their beneficiaries unless indicated differently in last will and testament. The grave cannot be opened or burial take place without permission of the owner.

The '**Exclusive Rights of Burial**' owner has the right to erect headstones or other memorials subject to all conditions being met as per cemetery rules and regulations. If the person who owns the exclusive rights of burial dies, it is assumed that they have given permission that they can be buried in that grave.

Only one person will be registered as the owner of '**Exclusive Rights of Burial**'. It is permissible to inherit exclusive rights of burial, for example if someone is named as a will beneficiary.

The number of burials that can be accommodated in a grave is dependent on a number of factors including ground conditions. Up to three burials may be possible in a standard plot. **Council will only guarantee one interment in any one plot.** No refund will be made to any purchaser whose plot has limited capacity owing to the existence of rock, or other obstructions found.

2.7 Grant of Exclusive Rights of Burial (Grave Paper or Deed)

A grant of '**Exclusive Rights of Burial**' will be sent to the applicant when all required fees have been paid. This process can take between six to eight weeks from burial date. Council should be notified of any change of circumstances.

2.8 Replacement Grave Papers

Replacement grave papers can be obtained by applying in writing to the cemeteries officer. Applications must be accompanied by proof of identification, such as a Passport or Driving Licence. If the application is on behalf of the grave owner, a letter of indemnity must also be provided.

All replacement papers are subject to payment of the appropriate administration fee.

2.9 Transfer of Burial Rights

There are three situations where it would be possible to transfer the '**Exclusive Rights of Burial**'

- If the present registered rights of burial holder is alive and wishes to transfer the rights of burial to a specific person they must provide Council with a letter of conferment. The current scale of fees will apply.
- If the registered owner is deceased and has left a will bequeathing the rights of burial to a specific person, the rights of burial will be transferred to that person upon application to the Council and upon production of the said will and grave papers.
- If the registered owner is deceased and has left a will but the will does not state who the exclusive rights of burial should transfer to; or if the deceased registered owner has left no will (dies intestate) the exclusive rights of burial in both cases automatically transfers to the owner's beneficiaries.

In both cases where the owner is deceased, the following is required:

- A letter of indemnity;
- Grave papers and a copy of the will;
- If there is more than one relative (next of kin) to whom rights of burial could transfer to, the Council will require a letter of consent to the transfer signed by all parties stating they do not object to the transfer of right of burial to that particular family member.

The Council will not become involved in any disputes regarding allocation of burial rights. This must be resolved between the parties.

All transfers are subject to payment of the appropriate administration fee.

2.10 Registering the Death

By law, all deaths occurring in Northern Ireland must be registered with the General Register Office (Northern Ireland). A death which occurs in Northern Ireland can be registered in any of the Registrar's Offices in Northern Ireland. To allow funeral arrangements to be made the death should be registered no later than five days after the date of death unless the death has been referred to the Coroner.

Once the death is registered, the Registrar's office will provide along with other documentation, a GRO 21. This allows a burial or cremation to take place. Information on local Registrar's Offices can be found at www.midulstercouncil.org

2.11 Applying for the Exclusive Right of Burial or to Open a Plot for Interments

A person wishing to purchase the exclusive right of burial or have an interment in any grave is required to make an application and provide the following particulars:

- Forename and Surname of the deceased;
- Last place of residence;
- Date and place of death;
- Sex
- Date of Birth/Age;
- Religious denomination (including no religion);
- Marital Status or 'the child of';
- Occupation
- Next of kin having charge of the burial;
- Details of any existing family plot and cemetery name;

- Number of new plots if required and the name of exclusive rights of burial holder;
- Date and time you would like the burial to take place.

The information should also include the name and address of the person having the management of the interment (usually a Funeral Director). In the case of proprietary ground, the application shall give the plot number of the plot required to be opened. For new plots, Council will allocate a plot number.

2.12 All religions and none

Council will accommodate all religions and none. It will aim to accommodate requests for special burial arrangements to meet the needs of particular faiths.

2.13 Responsibilities of the Funeral Director

The Funeral Director shall provide copies of their relevant health and safety risk assessments and evidence of the following insurances, Employer Liability and Public Liability at Indemnity Level £10,000,000 and motor fleet insurance policy covering vehicles associated with the service.

It is the Council's intention to seek confirmation in respect of same annually in April.

The Funeral Director shall contact the Cemeteries Officer a minimum of a full working day prior to the proposed burial taking place to ascertain whether other burials have been arranged in the cemetery. When the Cemeteries Officer has confirmed the burial request the Funeral Director will make final arrangements with the family, Clergy etc. and insert a death notice where necessary.

The Funeral Director shall advise Council of any specific customs or traditions which families may wish to carry out during the burial service.

The Funeral Director will be responsible for carrying and lowering the coffin, assisted by the family. In exceptional circumstances, council grave staff present will assist if notified and agreed in advance to ensure compliance with manual handling requirements.

The Funeral Directors shall have communicated appropriate safety measures and associated risks with the burial process to the family/mourners, including supervision of children.

The Funeral Directors shall advise the Cemeteries Officer of the accurate weight, size and width of the Coffin/Casket before the opening of the plot. Only persons authorised by the Council shall be permitted to open or prepare any plot for interment.

The Funeral Directors shall liaise with the cemetery operatives upon arrival at the cemetery:

- to check burial details
- to determine the best route to the grave side
- to identify any areas of uneven or soft ground
- to assist in the identification of potential hazards
- to determine the correct positioning of the coffin

The Funeral Directors shall observe the time stated on the application for the funeral to arrive at the cemetery to prevent any inconvenience in the event of other funerals, or safety issues associated with reduced daylight levels.

2.14 Testing Graves for Opening

When Council receives an application to open a grave, they will check the Cemetery records to ensure the burial can take place. If cemetery records indicate there may be a problem, Council will invoke the following process:-

- Check all regulations are being met
- Check ground conditions
- Check depth of remaining top cover

If there is any doubt as to whether the burial can take place due to ground conditions, the family can request the grave be opened to establish the available depth by paying the burial fee in advance. If there is sufficient depth for the burial to proceed the fee will be deducted from the overall balance. If not the burial fee will be retained.

If Council is certain that the burial cannot take place, the Cemeteries Officer decision is final.

If an existing plot cannot be used, a new plot must be purchased.

2.15 Depth & Direction of Plots

The depth of a new grave will be 2.74 metres (108") as long as ground conditions will permit. By law no coffin shall be laid in any grave nearer to the surface of the ground than 1.00 metre (39") measured from the upper surface of the last interment. All burials shall be separated from other coffins by a layer of earth not less than 0.30 metres (12"). Each grave space will be 1.20 metres (48") by 2.74 metres (108") the number of burials that can be accommodated in a grave space is dependent on a number of factors including ground conditions. Up to three burials may be possible in a standard plot. **Council will only guarantee one interment in any one plot.** No refund will be made to any purchaser whose plot has limited capacity owing to the existence of rock, or other obstructions found.

2.16 Receiving the Burial Order

Once Council has received the application for a burial, instruction will be issued for the opening of the plot.

2.17 The Burial of Ashes

The burial of ashes can be arranged directly with Council by a family member, appointed Funeral Director or another appropriate person. For details on cost and fees you can contact the Cemeteries Officer or they can be found on the website www.midulstercouncil.org

2.18 Signing the Register of Burials

Once the burial has taken place, the person managing the burial is legally required to sign the Register of Burials.

2.19 Burials resulting from Epidemic

In the event of the District being affected by a pandemic or epidemic of disease, the Council may make special orders regulating the order of interments, and the period of notice required. Council may also make special arrangements for burials to take place outside normal operating hours.

2.20 Exhumation

The current law relating to exhumations is contained in Regulation 12 of the Burial Grounds Regulations (Northern Ireland) 1992 which states that:

“A person shall not cause or permit a body to be removed from one place of burial to another or to be exhumed unless that person first obtains the written consent of the Department”

The ‘Department’ means the Department for Communities.

Application forms must be requested in writing from Mid Ulster District Council. The applicant is required to complete Part A of the form and then return the completed form with all accompanying documentation to the Council.

Council having reviewed the completed Part A of the form and all accompanying documentation will then complete Part B of the form. When the review is complete Council will then make application on behalf of the applicant to the Department.

In line with the Burial Grounds Regulations (Northern Ireland) 1992, Schedule III Part III, the application will be copied to the Council Environmental Health Officer prior to consultation with the Director of Public Health (Public Health Agency).

Current regulations provide that: “The removal or exhumation of a body or the remains of a body, shall be conducted with due care and attention to decency under the supervision of an environmental health officer appointed by the Council and in accordance with such conditions as he or she may, after consultation with the Public Health Agency, impose with respect to matters affecting or likely to affect public health”.

Council will charge a fee for the exhumation. This fee does not include the cost of a new coffin, the removal by a Funeral Director or the cost of the re-burial.

2.21 Lawn Sections

Sections of cemeteries across Mid Ulster District Council are laid in a lawn type system that provides a concrete plinth at the head of each grave for the placing of a memorial stone and for the placing of flowers. The remaining portion of each plot shall be sown with grass, which must be left clear at all times for maintenance purposes.

Following a burial in lawn sections of the grave will be allowed a period of settlement. Then top soil and grass seed will be sown. If further sinkage occurs then additional topsoil and seed will be applied.

Council will not allow the erection of pillars, railings, fences, plinths, hoops, artificial grass matting, surrounds ropes, flagstones, concrete edging, kerbing, ornaments, flower pots or any other structures that are used to enclose a lawn plot. Council staff will be instructed to remove any of these items as they obstruct our staff from maintaining the grounds.

2.22 Responsibilities of the Grave Owner

Each purchaser of ‘**Exclusive Rights of Burial**’ in any plot must ensure that the plot and any memorial erected thereon is kept in good order and repair, to the satisfaction of the Council.

Should the registered owner of the plot fail to do so, Council may carry out maintenance and repairs at the expense of the registered owner and may refuse to permit the plot to be opened until costs of such repairs or removal have been paid.

When tending the plot, please keep waste to a minimum. Do not allow waste to fall onto any surrounding plots and do not disturb any floral arrangements or monuments belonging to surrounding plot owners.

Waste bins are placed in all cemeteries; these bins are not to be used for the disposal of household waste or heavy waste such as soil or turf.

All types of fresh wreaths, sprays, bouquets and posies must be cleared within 30 days of being laid, if such items have not been cleared or are found to be in a state of decay prior to the expiry of 30 days, Council staff will be instructed to remove all such items from the grave plots. This includes Christmas wreaths, sprays, bouquets and posies.

You must not place a symbol, flag or emblem on any grave at any time that is likely to disrupt a good and harmonious environment.

Grave owners are required to keep us informed if their contact details have changed as it is important that we are able to contact you if something happens to your grave or memorial.

2.23 Acceptable Behaviour in Cemeteries

Visitors can access the cemeteries from dawn to dusk on any day. All visitors to cemeteries must conduct themselves in a quiet and orderly manner at all times and must adhere to the rules and regulations, failure to do so may result in Council requesting the person(s) to leave the cemetery and prohibit their return.

The speed limit for any vehicle within Council cemeteries is 5mph. Where access is permitted to a grave drivers should take care when passing surrounds and memorials, members of the public and avoid areas where an interment is taking place.

No inebriated or riotous person shall be permitted to enter the grounds of the cemetery.

All children must be accompanied by a responsible adult.

No person shall be permitted to use a metal detector in any of our cemeteries.

No notices or advertisements are to be posted on any cemetery buildings, walls, fences, memorials or monuments without Council permission.

Council will not permit the discharge of any firearms except at a military or police funeral.

The selling of flowers, shrubs or plants is prohibited unless authorised by Council.

Dogs are permitted in the grounds, but not on or near grave plots as detailed on maps within each cemetery, other than guide dogs. They must be on a lead and under control at all times. It is the owner's responsibility to clean up after their dogs.

SECTION 3 – MEMORIALS AND STRUCTURES

3.1 Requesting Permission

If you wish to erect a headstone in one of Council's cemeteries you must firstly apply to the Cemeteries Officer for a permit to do so.

You can only erect a memorial on a grave if you have the exclusive right of burial there. The completed memorial application form must be signed by the Deed Holder or their Successor and the memorial mason and must be accompanied by the appropriate fee. Forms and Fees can be found online at www.midulstercouncil.org/cemeteries.

You must satisfy Council that either:

- You own the grave
- You are a relative of the deceased
- You are acting on behalf of the deed owner.

The sculptor that you choose to carry out the work must be signed up to the Mid Ulster District Council Code of Memorial Safe Working Practice Procedures. This ensures the monumental sculptor has the necessary skills to safely erect a headstone to the standards that Council require.

3.2 Dealing with unauthorised memorials

Where Council find a memorial to be unauthorised, that has been erected without permission, or where no fees have been paid.

- Council will send a letter to the Deed holder at their last known address of the unauthorised memorial being discovered. Council will ask for an application for retrospective permission, and will charge an administration fee for this process.
- If after a further three months has passed, if it still hasn't received and approved valid application, cemetery staff will remove the memorial.

If council haven't been able to contact the owner of a grave with an unauthorised memorial on it, and subsequently someone wants to open the grave for a burial, or to bury cremated remains, any outstanding fees owed to council must be paid before a burial can take place in line with the application process to erect a memorial. It will then

be up to the grave owner or applicant to arrange to have the memorial put on the grave in accordance with the safe working procedures documented in this policy.

3.3 Memorial Permit Application Form

The memorial permit application form must contain:

A detailed plan and particulars of the memorial. Each drawing submitted must specify:

- The type of materials and how the materials is fixed to BS8415
- The exact dimensions
- The full inscription details – images etc.
- The applicant's name and address
- Cemetery and grave number

- The applicant's relationship to the grave owner or deceased person.

All memorials and headstones must be made of stone or other non-perishable material such as granite. Temporary hardwood memorials can be erected but only for the six months from the date of burial, after this period Council staff will be instructed to remove it.

Once Council have agreed an application that is signed by the family and memorial mason, a numbered memorial permit for the memorial mason to carry out the work will be issued. All work must be completed within one year from the date of approval.

3.4 Restrictions on memorial size and placement

Council do not permit any memorials that restricts access to the plot on which it is placed or obstructs another grave.

All stone memorials must be placed on a solid foundation and fixed to BS 8415.

In designated lawn cemeteries within the district, grave surrounds are not permitted. Council only allow grave owners or next of kin to use the concrete plinth at the head of the grave for placing memorials and flower tributes. Memorial Dimensions are as follows;

- Maximum Height of Memorial (Inc. base/sub base) 1.2 Metres (48")
- Maximum Width of Memorial on a Single Plot (Inc. base/sub base) 1.1 Metres (42")
- Maximum Width of Memorial on a Double Plot (Inc. base/sub base) 1.2 Metres (48")

The wording of inscription and the use of emblems on memorials is subject to strict conditions, in line with Council's legal duties of equality and promoting good relations. Council will not permit any inscriptions that contain sectarian, racist, homophobic wording or imagery or any inscriptions or imagery that promote discrimination, ethnic division, offensive materials or any form of hate crime.

If an inscription or an emblem is made on a memorial and the grave owner or applicant has not asked for permission to do this, or has been refused permission to do this, Council may remove the memorial and charge the grave owner or applicant a fee.

3.5 Fees

Mid Ulster District Council charge a fee to erect a memorial in our cemeteries which must be paid before the memorial is erected. Fees can be found online at www.midulstercouncil.org/cemeteries.

3.6 Changes to Memorials

If a family wishes to add any inscriptions to a memorial at a later stage, they must seek approval for this in advance from the Cemeteries Officer. The same regulations around wording that are mentioned in 3.4 apply to any additional inscriptions and all work must comply with BS 8415.

3.7 Maintaining your memorial or surround

It is the responsibility of the proprietor of the grave to maintain their grave, headstone and surround if applicable in the non lawned sections of the relevant cemeteries.

SECTION 4 – MONUMENTAL MASONS AND SCULPTORS GUIDANCE

4.1 Standards

The standards referred to in this document are:

- The British Standard 8415 being the primary standard.
- The British register of Accredited Memorial Masons (BRAMM) Blue Book and National Association of Memorial Masons (NAMM) Code of Working Practice being the appropriate industry codes of practice that inform the monumental Sculptor how to achieve the required Standard.

Monumental masons and sculptors wishing to work within Council's cemeteries must carry out all works to these standards.

4.2 Cemetery Memorial Safe Working Procedure

Council is bound by legislation to ensure that its burial grounds are safe places to work and visit. Managing Memorial Safety is therefore an essential part of controlling the risks to health and safety. Whilst council has overall responsibility of the active cemeteries, including risk from unstable memorials, however they do not own the memorials. The owner of the memorial is the Deed Holder (grave owner with exclusive right of burial) or their successor in title. The purpose is to clarify the Council's position in all areas of memorial management, including the treatment of memorials that have been found to be unstable, unsafe or unauthorised.

4.3 Getting Permission

All monumental masons and sculptors who wish to work within Council cemeteries must, on a yearly basis sign up to the Council's Management Policy, incorporating Rules, Regulation and Memorial Safety. Any monumental mason or sculptor who does not sign up to this policy will not be permitted to work in any of the Council's cemeteries. All monumental masons or sculptors must provide and include a valid copy of their Public and Employee liability insurance when registering.

All registrations must be completed annually in April. Any mason or sculptor signing up throughout the year can do so but will have to re-register on 1 April the following year.

Anyone who is not registered with the Council will not be allowed to carry out such work in any of its cemeteries.

4.4 Carrying out preparation work

Council charge a fee to erect memorials and headstones within our cemeteries, which must accompany the memorial application and be paid prior to any work being undertaken.

A copy of Council's fees can be obtained from the Cemetery Officer or can be found on our website: www.midulstercouncil.org.

4.5 Working Hours

Monumental masons and sculptors may carry out their works in Council cemetery grounds during the following times:

Monday – Friday 8.00am – 3.45pm

Evening and week-end working may be permitted in exceptional circumstances on application to cemeteries officer. No monumental work will be allowed when burials are taking place in the cemetery.

Any memorial mason or sculptor working outside the working hours stated will be asked to leave the cemetery. We may also consider refusing permission to undertake any other work within all Council's cemeteries for those who have breached the Conditions of the Council's Management Policy, incorporating Rules, Regulation and Memorial Safety.

4.6 Signing in process

Before starting any work in Council cemeteries, all monumental masons and sculptors must contact the Cemetery Officer, or call into the on-site cemetery office (where applicable) and show the headstone permit relating to the work they are going to carry out on that day.

If the monumental mason or sculptor is working on more than one memorial in the cemetery at any one time they must show the headstone permit of each memorial they will be working on.

PPE and hi-viz clothing should be worn on site at all times in compliance with site rules.

4.7 Memorial Remedial Work

Basic cleaning and washing down of a memorial is the responsibility of the family or their representative.

4.8 Works Debris

All sculptors and masons working in Council cemeteries i.e., erecting a memorial or doing necessary remedial works must remove all debris from site immediately following the work. They must also make good any damage that they may cause to other graves, pathways, shrubbery or grass etc. at their own expense and to the satisfaction of the Council.

4.9 Memorial or Headstone Grave Marking

The section, grave number and the name of the monumental sculptor must be engraved or marked in clear characters on the side of the base of the memorial monument or headstone being erected or re-erected on each grave.

4.10 Re-erection and Repair or Inscription Work

If you are re-erecting a previously authorised memorial, repairing an existing memorial or adding an additional inscription you must report to the Cemetery Officer.
All works must comply with BS 8415.

SECTION 5 – MEMORIAL SAFETY PROGRAMME

5.1 Introduction

Council regularly inspect and test its memorials to make sure they are safe. These inspections are done as part of a rolling 5-year programme, as recommended by the Health and Safety Executive.

Where a memorial has been deemed to be unstable or unsafe, a notification will be placed on the memorial giving cemetery contact details. It may also be staked and supported, cordoned off, or laid flat.

5.2 Communication

Given the sensitive nature of the programme, a specific communications plan has been developed which aims to:

- Create awareness and build understanding of the safety check programme among those who own or visit the graves of loved ones in Council-maintained cemeteries,
- Ensure key stakeholders (e.g. funeral directors, memorial masons, churches) are aware of the safety check programme and able to manage and/or signpost enquiries.
- Ensure a proactive, open, empathetic process which minimises any distress for those who may be affected

All initial inspections and recording of memorials will be carried out by trained staff in accordance with current industry best practice. All memorials will be recorded and inspected.

5.3 Memorials up to 1.5m (60”) high

For memorials up to 1.5m (60”) high, these inspections will include both a visual and a hand test. The hand test will be used to check the stability of the memorial.

The hand test will be carried out by standing to one side of the memorial and applying a firm but steady pressure in different direction. This test will determine to what degree the memorial is unstable.

5.4 Memorials between 1.5m (60”) and 3m (118”) high

For memorials over this height Council will use a complex visual check and a hand test if it thinks the memorial is unsafe. Council may ask a memorial sculptor or structural engineer to carry out a more detailed check.

Memorials above 3m (118”) high may require inspection by a structural engineer.

5.5 Unstable memorials

Whilst Council has overall responsibility for the safety of its cemeteries, including risks from unstable memorials, it doesn't own the memorials. The owner of the memorial is the Deed Holder (grave owner of exclusive right of burial) or their successor in title. This is the person responsible for maintaining the memorial so that it does not become a hazard. However, Council may not be able to identify a current grave owner, as some records are extremely old and in many cases have not been updated by relatives or family members.

If Council find a memorial to be unstable:

- It will send a letter to the grave owner at their last known address following the inspection. This letter will inform the owner that their memorial has been found to be unstable, and details of the action needed to be taken by the memorial owners to make the memorial safe. A notice will also be attached to the unsafe memorial.

This will continue for a three month period to address the problem. If after three months have passed and a response hasn't been received from the grave owner, or an acceptable timebound plan of action to remedy the unstable memorial, Cemetery staff will the necessary steps to make safe the memorial, subject to resource availability.

Wherever possible the memorial or its components will be left in the grave space in a way where by full repair of the memorial to BS 8415 is possible by a competent memorial mason. This action will involve any of the following:

- Removing the memorial from its foundation and partially sinking it into the ground at the head of the grave at least 25% of the memorial will be below ground, or
- Laying the memorial flat in the grave space.

If Council receive a request to reopen the grave for a burial, were a permanent repair is pending, this must carried out by the Deed holder first.

5.6 Dealing with Un-safe memorials that pose a significant risk

When a memorial poses a significant or immediate risk, such as likely collapse in a way that could lead to serious injury, Council will take one or more of the following actions:

- It may temporarily make safe the memorial using a staking and banding structural support method or fence it off. It will put up a safety notice to tell people that the memorial is unsafe and the action to be taken by the grave owner or their heir(s) will be displayed on or near to the memorial.
- The memorial will be partially buried into the ground at the head of the grave.
- Memorials will be laid flat if there is no other practical way of making them safe.
- It will try to contact the owner of the grave as soon as possible to agree a repair time frame.

If council find a large number of memorials aren't safe within a section of burial ground, it may fence off the whole area. Signs will be displayed to inform visitors of the danger and provide contact details for further information.

Where a memorial is thought to have historical or social significance, Council will do its best to consult with the relevant conservation or heritage association before any remedial works are carried out.

SECTION 6 – GENERAL

In these Rules “The Council” means the Mid Ulster District Council.

Ministers and Clergymen of the various religious denominations are at liberty to officiate at the graves of persons of their own communion and to perform ceremonies of their respective churches or bodies.

In the normal course of events, only funeral hearses, official funeral cars, wheelchairs, powered chairs and mobility scooters may enter the Cemetery beyond the car parking area (except for Council vehicles and monumental masons and sculptors with prior permission to be in the cemetery). However, in the case of elderly, disabled or infirm visitors, arrangements can be made with the Cemeteries Officer to have access with a vehicle beyond the car parking area. In such cases those afforded this facility must only drive vehicles on roads and pathways agreed in advance. Vehicles must not be driven on grass areas.

Council’s Management Policy, incorporating Rules, Regulation and Memorial Safety shall replace all previous Rules and Regulations adopted by the legacy Councils of Coosktown, Dungannon and South Tyrone, and Magherafelt.

These rules are subject to amendment or alteration from time to time, as the Council shall see fit.

The foregoing Rules shall remain in force, and be binding on all owners of the exclusive rights of burial in the Council Cemeteries, and all other persons, until same be altered by the Council

Introduction

Mid Ulster District Council has a statutory duty to screen its policies, procedures, practices/decisions. This Policy Screening Form and Report assists Council Departments to consider the likely equality and good relations impacts of the aforementioned, if any, placed upon our ratepayers, citizens, service users, staff and visitors to the district.

Section 1 – Policy scoping

This asks the Policy Author to provide details on the policy, procedure, practice and/or decision being screened and what available evidence you have gathered to help make an assessment of the likely impact on equality of opportunity and good relations. Reference to policy within this document refers to either of the aforementioned (policy, procedure, practice, and/ or decision).

Section 2 – Screening questions

This asks about the extent of the likely impact of the policy on groups of people within each of the Section 75 categories. Details of the groups consulted and the level of assessment of the likely impact. This includes consideration of multiple identity and issues.

Section 3 – Screening decision

This guides the Council to reach a screening decision as to whether or not there is a need to carry out an equality impact assessment (EQIA), or introduce measures to mitigate the likely impact, or the introduction of an alternative policy to better promote equality of opportunity.

Section 4 – Monitoring

This provides guidance to the Council on monitoring for adverse impact and broader monitoring.

Section 5 – Approval and authorisation

This verifies the Council's approval of a screening decision by a senior manager responsible for the policy.

Appendix A Screening Process

Section 1 Policy Scoping & Information

The first stage of the screening process involves scoping the policy under consideration which sets the context and confirms the aims and objectives for the policy being screened. Scoping the policy helps to identify constraints as well as opportunities and will help the policy author to work through the screening process on a step by step basis.

1. Policy Name		
Cemetery Management Rules & Regulations, including memorial safety		
2. Is this an existing, revised or a new policy?		
New guidance for Mid Ulster District Council area which formalises current cemetery management protocols and practices (some of which were inherited from legacy councils) in one coherent document and includes a new Memorial Safety policy		
3. What is it trying to achieve? (aims/outcomes)		
<p>This new guidance aims to formalise existing MUDC cemetery management protocols and practices in one document and reflects new legislative requirements regarding memorial safety.</p> <p>MUDC has responsibility for the operational management of 5 active cemeteries and the maintenance of 36 old burial grounds.</p> <p>The aim of this guidance is to:</p> <ul style="list-style-type: none"> • provide the public with the necessary information on the restrictions and conditions that apply to purchasing exclusive rights of burial. • provide guidance and regulations that ensure that our cemeteries are safe places to work and visit. • promote high levels of service with clear guidance on how we deliver our services. • ensure council meets its obligations under the law • provide guidance on the safe erection and management of headstone memorials. 		
4. Are there any Section 75 categories which might be expected to benefit from the intended policy?	Yes	X
	No	
As all categories of citizen are likely to access Council cemetery services at some point, all categories will potentially benefit from clearer guidance and communication regarding the cemetery and burial services offered by Council. No one category is likely to benefit differentially.		
6. Who initiated or wrote the policy?		

The guidance and new policy has been written by the Grounds & Cemeteries Service Manager.

7. Who owns and who implements the policy?

The Policy owner is the Head of Property Services and it will be implemented through the Grounds & Cemeteries Service Manager and the Cemeteries Officer.

Implementation factors

		Yes	No
Are there any factors which could contribute to/ detract from intended aim/ outcome of the policy?			
• If yes, are they financial?		X	
• If yes, are they legislative?		X	
• If yes, Please specify	<p>Financial: <i>The cost of training operatives in memorial safety inspections and the resources required to do this every 5 years.</i></p> <p>Legislative: <i>Council are bound by the conditions of the following legislation;</i></p> <ul style="list-style-type: none"> • <i>Public Health (Ireland) Act 1878 Section 178</i> • <i>Burial Grounds Regulations (NI) 1992 Part II No. 5</i> • <i>Local Authorities Cemeteries Order 1977</i> • <i>Health & Safety at Work Order (NI) 1978</i> • <i>Management of Health & Safety at Work Regulations (NI) 2000</i> • <i>Occupiers Liability Act (NI) 1957</i> • <i>Occupiers Liability (NI) Order 1987.</i> 		
• Other, Please specify			

Stakeholders

The internal and external (actual or potential) that the policy will be impacted upon

	Yes	No
Staff	X	
Service Users	X	

Other public sector organisations	X	
Voluntary/community/ trade unions		
Other, please specify	Funeral Directors; Memorial sculptors; Churches (all denominations)	

Others policies with a bearing on this policy

Policies	Owners
Customer service policy	Head of Marketing & Communication
Health & Safety Policy	Health & Safety Officer
Accessible communications policy	Corporate Policy & Equality Officer

Available evidence

Information and available evidence (qualitative and quantitative) gathered to inform the policy under each of the Section 75 groups as identified within the Northern Ireland Act 1998.

Council have consulted with a cross section of Funeral Directors, Church groups and Stone Masons that represent the majority of its users in Mid Ulster. Wider feedback has also been sought from minority groups representing non-Christian burials and the Mid Ulster Disability Forum.

Section 75 category	Details of evidence/information																		
Religious belief	<p>63.77% of the Mid Ulster District population were brought up in the Catholic religion and 33.46% belong or were brought up in a Protestant and Other Christian (including Christian related) religion. Other religions comprised 690 (0.5%) and None 3,153 (2.28%) of the population (Source: 2011 Census).</p> <table><tr><th>Religion or Religion brought up in</th><th>No.</th><th>%</th></tr><tr><td>Catholic</td><td>88,375</td><td>63.77</td></tr><tr><td>Protestant and Other Christian (including Christian related)</td><td>46,372</td><td>33.46</td></tr><tr><td>Other religions</td><td>690</td><td>0.5</td></tr><tr><td>None</td><td>3,153</td><td>2.28</td></tr><tr><td>Total</td><td>138,590</td><td>100</td></tr></table>	Religion or Religion brought up in	No.	%	Catholic	88,375	63.77	Protestant and Other Christian (including Christian related)	46,372	33.46	Other religions	690	0.5	None	3,153	2.28	Total	138,590	100
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Total	138,590	100																	

	<p>From 01/01/2017 the breakdown of burials by religion is as follows:</p> <p>Protestant- 63.70% Catholic- 28.15% Non-Christian- 1.28% Non Stated- 5.68% Congregational- 1.28%</p> <p>Feedback has been sought from a wide range of stakeholders that include;</p> <ul style="list-style-type: none">• 14 x Funeral Directors• 13 x Memorial Masons• Council staff• Religious Groups and Organisations from the Catholic Church, Methodist Church, Presbyterian Church, Church of Ireland, Refugee Asylum Forum, Belfast Migrant Forum & Belfast Islamic Centre.																																				
Political opinion	<p>Political party representation can be used as an approximate barometer of political opinion of people within Mid Ulster council area. The most recent local government/ council election in 2014 the percentage 1st preference vote share for each of the political party/ independents is detailed bellowed along with representation (seats) on Council (Source: NISRA):</p> <table><tr><th>Party</th><th>Votes</th><th>Percentage</th><th>Council Seats</th></tr><tr><td>SF</td><td>22,587</td><td>41.0%</td><td>18</td></tr><tr><td>DUP</td><td>9,723</td><td>17.6%</td><td>8</td></tr><tr><td>UUP</td><td>9,573</td><td>17.4%</td><td>7</td></tr><tr><td>SDLP</td><td>7,600</td><td>13.8%</td><td>6</td></tr><tr><td>Independent</td><td>2,689</td><td>4.9%</td><td>1</td></tr><tr><td>TUV</td><td>2,380</td><td>4.3%</td><td>0</td></tr><tr><td>Alliance</td><td>250</td><td>0.6%</td><td>0</td></tr><tr><td>UKIP</td><td>195</td><td>0.4%</td><td>0</td></tr></table> <p>No info available on political opinion of those who purchase burial plots, are interred in Council cemeteries or who visit.</p>	Party	Votes	Percentage	Council Seats	SF	22,587	41.0%	18	DUP	9,723	17.6%	8	UUP	9,573	17.4%	7	SDLP	7,600	13.8%	6	Independent	2,689	4.9%	1	TUV	2,380	4.3%	0	Alliance	250	0.6%	0	UKIP	195	0.4%	0
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Racial group	<p>According to the 2011 Census the overwhelming majority of the population 136,485 (98.48%) were classified as 'white'. Within this total will be migrant communities, such as Polish, Lithuanian and so forth. Statistics indicate that the number of people in Mid Ulster Local Government District (LGD) born outside Northern Ireland is:</p> <table><tr><th>Place of Birth</th><th>No.</th></tr><tr><td>Great Britain</td><td>4,053</td></tr><tr><td>Republic of Ireland</td><td>2,250</td></tr><tr><td>EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)</td><td>6,795</td></tr><tr><td>Other</td><td>2,280</td></tr></table>	Place of Birth	No.	Great Britain	4,053	Republic of Ireland	2,250	EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)	6,795	Other	2,280																										
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	<p>The minority ethnic language profile within the area can serve as a possible indicator of the Black & Minority Ethnic (BME) community profile within the district. The composition of language groups in Mid Ulster LGD area is also noted from the 2011 census by NISRA as:</p> <table><tr><th>Main Languages of residents in Mid Ulster Council area</th><th>No.</th></tr><tr><td>English</td><td>125,715</td></tr><tr><td>Polish</td><td>2,008</td></tr><tr><td>Lithuanian</td><td>2,039</td></tr><tr><td>Portuguese</td><td>903</td></tr><tr><td>Irish (Gaelic)</td><td>404</td></tr><tr><td>Slovak</td><td>477</td></tr><tr><td>Russian</td><td>297</td></tr><tr><td>Latvia</td><td>261</td></tr><tr><td>Hungarian</td><td>117</td></tr><tr><td>Chinese</td><td>64</td></tr><tr><td>Tagalog/Filipino</td><td>38</td></tr><tr><td>Malaysian</td><td>33</td></tr><tr><td>Other</td><td>922</td></tr></table> <p>Currently no information on the racial background of those who apply for opening of burial plots, those who are interred or who visit. However, it is likely that the number of BME (Black and minority ethnic) citizens who may come in contact with cemetery services in future will increase.</p>	Main Languages of residents in Mid Ulster Council area	No.	English	125,715	Polish	2,008	Lithuanian	2,039	Portuguese	903	Irish (Gaelic)	404	Slovak	477	Russian	297	Latvia	261	Hungarian	117	Chinese	64	Tagalog/Filipino	38	Malaysian	33	Other	922		
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Age	<p>The age profile of Mid Ulster Local Government District area as at 2015 (Source, NISRA)</p> <table><tr><th></th><th>Mid Ulster</th><th>Northern Ireland</th></tr><tr><td>Total Population</td><td>144,002</td><td>1,851,621</td></tr><tr><td></td><td></td><td></td></tr><tr><td>0-15 years</td><td>33,123</td><td>385,200</td></tr><tr><td>16-39 years</td><td>47,646</td><td>583,116</td></tr><tr><td>40-64 years</td><td>43,621</td><td>591,481</td></tr><tr><td>65+ years</td><td>19,612</td><td>291,824</td></tr><tr><td></td><td></td><td></td></tr><tr><td>Population Change % (2005-2015)</td><td>15.3%</td><td>7.2%</td></tr><tr><td></td><td></td><td></td></tr></table>		Mid Ulster	Northern Ireland	Total Population	144,002	1,851,621				0-15 years	33,123	385,200	16-39 years	47,646	583,116	40-64 years	43,621	591,481	65+ years	19,612	291,824				Population Change % (2005-2015)	15.3%	7.2%			
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Marital status	The below table sets out the marital status profile for Mid Ulster District Council area as extracted from results of the 2011 Census																																																					
		Mid Ulster		Northern Ireland																																																		
		No.	%	No	%																																																	
	Single (never married or never registered a same sex civil partnership) (Aged 16+)	38,353	35.97	517,393	36.14																																																	
	Married (Aged 16+)	54,192	50.82	680,831	47.56																																																	
	In a registered same sex civil partnership (Aged 16+)	62	0.06	1,243	0.09																																																	
	Separated (but is still legally married or still legally in a same sex civil partnership) (Aged 16+)	3,369	3.16	56,911	3.98																																																	
	Divorced or formerly in a same sex civil partnership which is now legally dissolved (Aged 16+)	4,139	3.88	78,074	5.45																																																	
	Widowed or surviving partner from a same sex civil partnership (Aged 16+)	6,523	6.12	97,088	6.78																																																	
Sexual orientation	No specific statistics are available from the 2011 government census for this Category and there are therefore no official statistics available in relation to persons of different sexual orientation. However, the Integrated Household Survey would include between 3% and 4% would be either gay, lesbian and/or bisexual. However, due to the nature of 'disclosure' in this area, umbrella organisations often state that the figure may be closer to 10%.																																																					
	<table><tr><td>Region</td><td>Heterosexual / Straight</td><td>Gay/ Lesbian</td><td>Bisexual</td><td>Gay/ Lesbian/ Bisexual</td><td>Other</td><td>Don't know /refuse</td><td>No response</td></tr><tr><td>England</td><td>92.54%</td><td>1.10%</td><td>0.51%</td><td>1.61%</td><td>0.33%</td><td>4.07%</td><td>1.45%</td></tr><tr><td>Wales</td><td>93.93%</td><td>1.04%</td><td>0.48%</td><td>1.52%</td><td>0.45%</td><td>2.99%</td><td>1.11%</td></tr><tr><td>Scotland</td><td>94.65%</td><td>0.82%</td><td>0.33%</td><td>1.14%</td><td>0.26%</td><td>2.59%</td><td>1.37%</td></tr><tr><td>N Ireland</td><td>93.00%</td><td>0.64%</td><td>0.96%</td><td>1.60%</td><td>0.26%</td><td>3.98%</td><td>1.17%</td></tr><tr><td>Total</td><td>92.80%</td><td>1.06%</td><td>0.51%</td><td>1.57%</td><td>0.32%</td><td>3.89%</td><td>1.42%</td></tr></table>							Region	Heterosexual / Straight	Gay/ Lesbian	Bisexual	Gay/ Lesbian/ Bisexual	Other	Don't know /refuse	No response	England	92.54%	1.10%	0.51%	1.61%	0.33%	4.07%	1.45%	Wales	93.93%	1.04%	0.48%	1.52%	0.45%	2.99%	1.11%	Scotland	94.65%	0.82%	0.33%	1.14%	0.26%	2.59%	1.37%	N Ireland	93.00%	0.64%	0.96%	1.60%	0.26%	3.98%	1.17%	Total	92.80%	1.06%	0.51%	1.57%	0.32%	3.89%
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Research also conducted by the HM Treasury shows that between 5%-7% of the UK population identify themselves as gay, lesbian, bisexual or 'trans' (transsexual, transgendered and transvestite) (LGBT).																																																						

Men & women generally	<p>The gender profile of Mid Ulster LGD is detailed as;</p> <table><tr><th></th><th colspan="2">Mid Ulster</th><th colspan="2">Northern Ireland</th></tr><tr><th></th><th>No.</th><th>%</th><th>No.</th><th>%</th></tr><tr><td>Male</td><td>69,362</td><td>50.05</td><td>887,323</td><td>49.00</td></tr><tr><td>Female</td><td>69,228</td><td>49.95</td><td>923,540</td><td>51.00</td></tr></table>		Mid Ulster		Northern Ireland			No.	%	No.	%	Male	69,362	50.05	887,323	49.00	Female	69,228	49.95	923,540	51.00					
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Male	69,362	50.05	887,323	49.00																						
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Disability	<p>According to the 2011 NISRA census statistics 19.39% of people had a long-term health problem or disability that limited their day-to-day activities whilst 80.43% of people within the district stated their general health was either good or very good</p> <table><tr><th></th><th colspan="2">Mid Ulster</th><th colspan="2">Northern Ireland</th></tr><tr><th></th><th>No.</th><th>%</th><th>No.</th><th>%</th></tr><tr><td>Disability / long term health</td><td>26,870</td><td>19.39</td><td>374,646</td><td>20.69</td></tr><tr><td>No disability / long term health problem</td><td>111,720</td><td>80.61</td><td>1,436,217</td><td>79.31</td></tr></table> <p>In Northern Ireland the profile of persons with a disability has been reported by Disability Action as;</p> <ul style="list-style-type: none">• More than 1 in 5 or 21% of the population have a disability• 1 in 7 people have some form of hearing loss• 5,000 persons use sign language - British Sign Language and/or Irish Sign Language• There are 57,000 blind persons or persons with significant impairment• 52,000 persons with learning difficulties		Mid Ulster		Northern Ireland			No.	%	No.	%	Disability / long term health	26,870	19.39	374,646	20.69	No disability / long term health problem	111,720	80.61	1,436,217	79.31					
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Dependants	<p>Persons with dependents may be people who have personal responsibility for the care of a child (or children), a person with a disability, and/ or a dependent older person. The below table provides a summary with respect Mid Ulster LGD.</p> <table><tr><th></th><th colspan="2">Mid Ulster</th><th colspan="2">Northern Ireland</th></tr><tr><th></th><th>No.</th><th>%</th><th>No.</th><th>%</th></tr><tr><td>Households with dependent children</td><td>18,626</td><td>38.99</td><td>238,094</td><td>33.86</td></tr><tr><td>Lone parent households with dependents</td><td>3,485</td><td>7.30</td><td>63,921</td><td>9.09</td></tr><tr><td>People providing unpaid care</td><td>12,821</td><td>10.69</td><td>231,980</td><td>11.82</td></tr></table> <p>Of the households in Mid Ulster Local Government District with dependent children, they can be summarised as;</p> <ul style="list-style-type: none">• 7,407 families in households have 1 dependent child• 6,394 families in households with two dependent children• 5,014 families in households with three dependent children <p>There are 37,306 dependent children within families.</p>		Mid Ulster		Northern Ireland			No.	%	No.	%	Households with dependent children	18,626	38.99	238,094	33.86	Lone parent households with dependents	3,485	7.30	63,921	9.09	People providing unpaid care	12,821	10.69	231,980	11.82
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Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories

Section 75 category	Details of needs/experiences/priorities
Religious belief	No specific issues have been highlighted to date.
Political opinion	No specific issues have been highlighted to date.
Racial group	Some minorities, for example, people who do not have English as a first language or who are not familiar with local customs and practice may need to have information explained or for someone to take more time to help them understand a policy or procedure.
Age	Some older people may need information explained to them or for someone to take more time to help them understand a policy or procedure.
Marital status	No specific issues have been highlighted to date.
Sexual orientation	No specific issues have been highlighted to date.
Men and women generally	No specific issues have been highlighted to date.
Disability	Some disabled people may need reasonable adjustments to accommodate them, eg, information in alternative formats, help to understand something, more time and patience from staff, etc. No specific issues were raised by members of the Mid Ulster Disability Forum in terms of physical access to cemeteries.
Dependants	No specific issues have been highlighted to date.

Section 2 – Screening Questions

In making a decision as to carry out an Equality Impact Assessment (EQIA), the Council should consider its answers to the questions 1- 3 detailed below.

If the Council's conclusion is **none** in respect of all of the Section 75 equality of opportunity categories, then the Council may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity, the Council should give details of the reasons for the decision taken.

If the Council's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the Council's conclusion is **minor** in respect of one or more of the Section 75 equality categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity.

In favour of a 'major' impact

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;

- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity.

In favour of none

- a) The policy has no relevance to equality of opportunity.
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity for people within the equality categories.

Screening questions

All categories of service user and potential service user will benefit to some extent from amalgamation/formalisation of policies and procedures in this guidance. Appropriate training and communication should ensure a consistent approach and enhanced customer service.

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories (minor/ major/none)		
Section 75 category	Details of policy impact	Level of impact? minor/major/none
Religious belief	There will be a minor impact on all service users, whatever their religion or if they have no religious belief. People of particular religions who do not currently access or use Council run cemeteries may be more encouraged to do so if they can access comprehensive information that suggests their needs will be met.	Minor - positive
Political opinion	There is likely to be a minor impact on all service users including people of different political opinions and none.	Minor - positive
Racial group	There is likely to be a minor impact on people from minority racial groups if it is clearly communicated that their needs will be met.	Minor - positive

Age	There is likely to be a minor impact on older people where staff are trained to be aware of potential issues and to respond appropriately.	Minor - positive
Marital status	No particular impact identified	None
Sexual orientation	No significant impact identified	None
Men and women generally	No significant impact identified	None
Disability	No significant impact identified.	None
Dependants	No significant impact identified.	None

2. Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories? (Yes/ No)		
Section 75 category	If Yes , provide details	If No , provide reasons
Religious belief	The new guidance and policy will set our clear terms and conditions and mean that we now have an aligned and consistent approach to all our users. Council can take the opportunity in publicising this new guidance to make people aware that Council cemetery provision is for people of all religions and none.	
Political opinion	As above but for people of all political opinions and none	

Racial group	Council can take the opportunity to publicise their cemetery services to racial minorities and those who may not be familiar with local customs and practice, etc.	
Age		This improvement project provides equality of opportunity regardless of age
Marital status		This improvement project provides equality of opportunity regardless of age
Sexual orientation		This improvement project provides equality of opportunity regardless of age
Men and women generally		This improvement project provides equality of opportunity regardless of age
Disability		This improvement project provides equality of opportunity regardless of age
Dependants		This improvement project provides equality of opportunity regardless of age

3. Are there opportunities without prejudice, to the equality of opportunity duty, to better promote good relations between Section 75 equality categories, through tackling prejudice and/or promoting understanding? (Yes/ No)

	No	X
	Yes	
If yes, please detail the opportunities below:		

If yes is concluded to Question 3, then the policy will be referred to the Council's Good Relations Working Group for consideration. The Group will consider the

potential opportunities and assess if and how the overall impact of a decision/policy can better promote good relations.

Additional Considerations - Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities? (<i>For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people</i>).
N/A
Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.

Section 3 – Screening Decision

In light of answers provided to the questions within Section 3 select one of the following with regards the policy:

		Select One
1	Shall not be subject to an EQIA - <i>with no mitigating measures required</i>	X
2	Shall not be subject to an EQIA - <i>mitigating measures/ alternative policies introduced</i>	
3	Shall be subject to an EQIA	

If 1 or 2 above (i.e. not to be subject to an EQIA) please provide details of reasons why.
It is not considered necessary to carry out an EQIA at this point as no adverse impact on any equality group has been identified and positive impacts will be minor.

If 2 above (i.e. not to subject to an EQIA) in what ways can adverse impacts attaching to the policy be mitigated or an alternative policy be introduced.

--

If 3 above (i.e. shall be subject to an EQIA), please provide details of the reasons.

Mitigation

When it is concluded that the likely impact is 'minor' and an equality impact assessment is not to be conducted, you may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity?

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative policy:

Timetabling and prioritising

If the policy has been screened in for equality impact assessment, please answer the below to determine its priority for timetabling the equality impact assessment.

- **On a scale of 1-3 (1 being lowest priority and 3 being highest), assess the policy in terms of its priority for equality impact assessment.**

Priority criterion	Rating (1-3)
Effect on equality of opportunity	
Social need	
Effect on people's daily lives	
Relevance to a Council's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the Council in timetabling. Details of the Council's Equality Impact Assessment Timetable should be included in the Screening Reports.

- **Is the policy affected by timetables established by other relevant public authorities?**

Yes	
No	

Section 5 – Monitoring

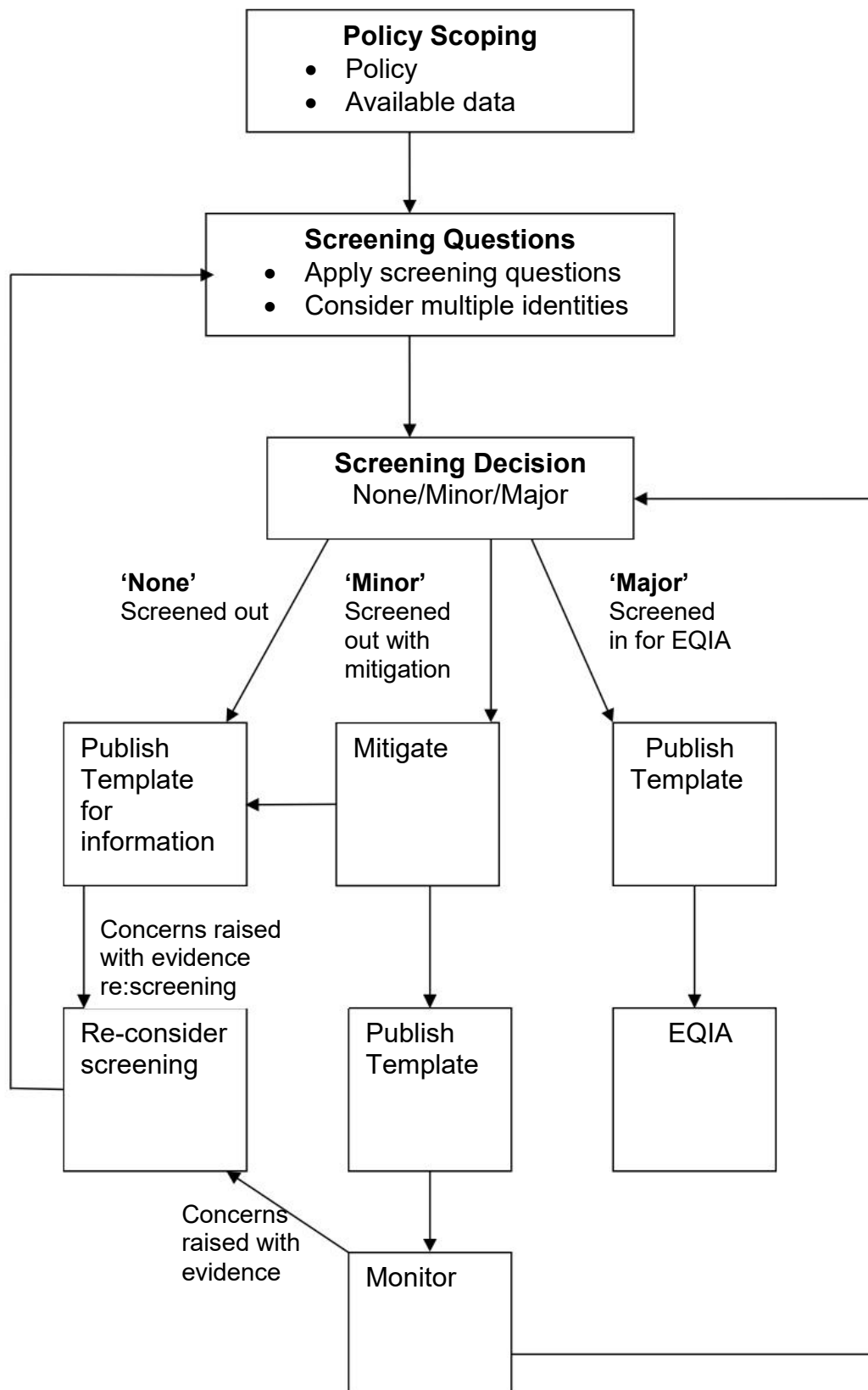
Effective monitoring will help identify any future adverse impact arising from the policy which may lead the Council to conduct an equality impact assessment, as well as help with future planning and policy development. Please detail proposed monitoring arrangements below:

Regular reports will be brought to the Environment Committee updating Members on the progress of implementation of the various elements of this policy and where applicable making recommendations for further amendments to them. This effective monitoring will help identify any future adverse impact arising from the policy.

Section 6 – Approval and authorisation

Screened by:	Position/ Job Title	Date
Eunan Murray	Grounds & Cemeteries Manager	28/10/19
Approved by:	Position/ Job Title	Date

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy; made easily accessible on the council website as soon as possible following completion and be available on request.



Rural Needs Impact Assessment (RNIA)

SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority.

Mid Ulster District Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

1.1 This policy is being introduced in order to make cemeteries and old burials grounds under the responsibility of Mid Ulster District Council safe places to work in and for the public to visit.

1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy <input checked="" type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Adopting a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Implementing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Revising a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Designing a Public Service	<input type="checkbox"/>		
Delivering a Public Service	<input type="checkbox"/>		

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

Cemetery Management Policy incorporating Rules & Regulations and Memorial Safety

1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

Mid Ulster District Council has responsibility for 5 active cemeteries, 28 Old Burial Grounds, and grass cutting only in upto 8 old burial grounds.

The council aims to;

- provide guidance and regulations that ensure that our cemeteries are safe places to work and visit.
- promote high levels of service with clear guidance on how we deliver our services.
- ensure council meet its obligations under the law.
- provide the public with the necessary information on the restrictions and conditions that apply to purchasing exclusive rights of burial.
- provide guidance on the safe erection and management of headstone memorials.

1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition).

☒

Other Definition (Provide details and the rationale below).

☐

A definition of 'rural' is not applicable.

☐

Details of alternative definition of 'rural' used.

N/A

Rationale for using alternative definition of 'rural'.

N/A

Reasons why a definition of 'rural' is not applicable.

N/A

SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes ☒ No ☐ If the response is **NO** GO TO Section **2E**.

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

Mid Ulster District Council have identified that of the 41 cemeteries and old burial grounds, more than 60% of them are located in rural areas.

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas differently from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

This policy will be implemented as standard across all council cemeteries regardless of location.

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.

Rural Businesses	<input type="checkbox"/>
Rural Tourism	<input type="checkbox"/>
Rural Housing	<input type="checkbox"/>
Jobs or Employment in Rural Areas	<input type="checkbox"/>
Education or Training in Rural Areas	<input type="checkbox"/>
Broadband or Mobile Communications in Rural Areas	<input type="checkbox"/>
Transport Services or Infrastructure in Rural Areas	<input checked="" type="checkbox"/>
Health or Social Care Services in Rural Areas	<input type="checkbox"/>
Poverty in Rural Areas	<input type="checkbox"/>
Deprivation in Rural Areas	<input type="checkbox"/>
Community Safety	<input type="checkbox"/>
Rural Development	<input type="checkbox"/>
Agri-Environment	<input type="checkbox"/>
Other (Please state)	<input type="text"/>

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

N/A

SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?

Yes ☒ No ☐ If the response is **NO** GO TO Section **3E**.

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

Consultation with Rural Stakeholders	<input checked="" type="checkbox"/>	Published Statistics	<input type="checkbox"/>
Consultation with Other Organisations	<input checked="" type="checkbox"/>	Research Papers	<input type="checkbox"/>
Surveys or Questionnaires	<input type="checkbox"/>	Other Publications	<input type="checkbox"/>
Other Methods or Information Sources (include details in Question 3C below).			<input type="checkbox"/>

3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.

This Policy has been the subject of a focused consultation with the key stakeholders from April 2019. Council have consulted with a cross section of Funeral Directors, Church groups and Stone Masons that represent the majority of its users in Mid Ulster. Wider feedback has also been sought from minority groups representing non-Christian burials and the Mid Ulster Disability Forum.

3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?

Mid Ulster District Council has considered the needs of the District including our rural areas in relation to providing and sustaining local burial grounds and cemeteries within the rural areas of the District that are safe places to work in and visit. The needs of the District as a whole are met by the policy aims and objectives as set out in 1E of this document.

If the response to Section 3A was **YES** GO TO Section 4A.

3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?

N/A

SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

Any issues identified through public consultation will be considered however as alluded to in 2C the policy will be implemented at all active cemeteries and old burial grounds regardless of location.

Travel distances have been considered. People in very rural areas will have further to travel but as there are Council cemeteries in the three largest centres of population no-one should have an unreasonable distance to travel. There is flexibility in terms of timing of burials to accommodate funerals that have a distance to travel.

SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes

☐

No

☒

If the response is **NO** GO TO Section **5C**.

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

N/A

If the response to Section **5A** was **YES** GO TO Section **6A**.

5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.

The need for an aligned document that provides guidance and regulations to Cemetery Management across the district has been identified. It is not specific to both rural or urban burials grounds and cemeteries within the District. There have been no complaints about the current cemetery rules and regulations but this will be monitored.

SECTION 6 - Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained and relevant information compiled.

☒

Rural Needs Impact Assessment undertaken by:	Eunan Murray
Position/Grade:	Grounds & Cemeteries Service Manager
Division/Branch	Property Services
Signature:	E Murray
Date:	28 th October 2019
Rural Needs Impact Assessment approved by:	
Position/Grade:	
Division/Branch:	
Signature:	
Date:	

Report on	Council Representation on Outside Bodies – Sustainable NI All Party Working Group on Climate Change
Date of Meeting	14 January 2020
Reporting Officer	Andrew Cassells, Director of Environment & Property
Contact Officer	Andrew Cassells, Director of Environment & Property

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

1.0	Purpose of Report					
1.1	To appoint two nominees to the Sustainable NI <i>All Party Working Group on Climate Change</i> .					
2.0	Background					
2.1	A request was received from Sustainable NI dated 2 October 2019 as attached as Appendix 1 to this report requesting the appointment of two Members to a Cross Party Working Group on Climate Change.					
3.0	Main Report					
3.1	The Working Group on Council Representation on Outside Bodies met on Wednesday 9 th October 2019 and considered the request to nominate two members to the Sustainable NI Working Group on Climate Change.					
3.2	This request was accepted by the Working Group and subsequently referred to the Policy & Resources Committee Meeting of 7 November 2019. The Minutes of this meeting were subsequently ratified at the council Meeting of 28 November 2019 (extract attached at Appendix 2).					
3.3	<p><i>Sustainable NI – All Party Group on climate Change</i></p> <p>As a consequence of the above decisions the two nominations to Sustainable NI - All Party Group on Climate Change are to be progressed through Environment Committee using Council d’Hondt calculation in the order:</p> <table><tr><td>SF</td><td>DUP</td><td>SF</td><td>SDLP</td><td>UUP</td></tr></table>	SF	DUP	SF	SDLP	UUP
SF	DUP	SF	SDLP	UUP		

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: not applicable
	Human: not applicable
	Risk Management: not applicable
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: not applicable
	Rural Needs Implications: not applicable
5.0	Recommendation(s)
5.1	That the Committee recommends the appointment of two Members to the Sustainable NI Working Group on Climate Change on Council d'Hondt calculation in the order as set out in Section 3.3 pf this report.
6.0	Documents Attached & References
6.1	Letter from Sustainable NI dated 2 October 2019.
6.2	Extract Minute from Policy & Resources Committee Meeting of 7 November 2019 (Council of 28 November 2019).

Cllr Martin Kearney (Chair)
Mid Ulster District Council
Ballyronan Road,
Magherafelt
BT45 6EN

2 October 2019

Dear Chair of Mid Ulster District Council

Development of a Regional All Party Group on Climate Change

Earlier this year, Sustainable NI wrote out to councils requesting they nominate two elected members to sit on Northern Ireland's first cross-party working group on climate change / sustainable development.

You will be aware of the recent surge in public concern about the climate crisis. Belfast City Council and Ards and North Down Borough Council have joined a list of councils and organisations to declare a climate emergency, and thousands of school children and adults took to the streets last month to call for real and meaningful action on the climate crisis.

In a time of crisis, all parties and agencies must come together to acknowledge the threat, realise the opportunities of a clean and green economy, and agree on a course of action to transition away from fossil fuels, and adapt to the unavoidable impacts of a changing climate.

Sustainable NI currently provides a co-ordination role for cross-council collaboration on sustainable development and climate action. We run a vital Sustainable Development Forum, facilitating the sharing of ideas, inspiration and good practice between councils. We also run training courses for sustainability officers and provide tools and resources to support councils in their sustainability endeavours.

We are now setting up a cross-party group to instigate and inform the climate change discussion between MLAs, councillors, business leaders, NGOs and academics. The aim is to put climate change mitigation and adaptation and at the core of policy making and political activity in Northern Ireland.

In addition to an outstanding request for nominations to this Group, your Sustainable NI subscription is also overdue. Mid Ulster has been a valued partner of Sustainable NI for a number of years and the annual subscription fee of £5k represents excellent value for money in terms of the level of support you receive:

- Sustainable Development Forum – 4 meetings per year

- All Party Group on Climate Change – 4 meetings per year
- Lobbying and influencing national policy decisions
- Training and development courses
- Toolkits and resources
- Benchmarking and reporting
- 121 support / advice

I understand council budgets are under tremendous pressure, however I am sure you will agree that the benefits of taking action against climate change, and building a more sustainable future, far outweigh the costs.

If you would like any additional information or to discuss further please contact me on t: 07591172485 or e: nichola@sustainableni.org.

Sincerely,



Nichola Hughes

Director, Sustainable NI

Minutes of Meeting of Policy and Resources Committee of Mid Ulster District Council held on Thursday 7 November 2019 in the Council Offices, Burn Road, Cookstown

Members Present	Councillor Molloy, Chair Councillors Ashton, Buchanan, Colvin, Doris, Elattar, Forde (7.02 pm), Hughes, McFlynn, S McGuigan, McKinney, McLean, S McPeake
Officers in Attendance	Mr A Tohill, Chief Executive Mrs Canavan, Director of Organisational Development Mrs Campbell, Director of Leisure and Outdoor Recreation Mr O'Hagan, Head of IT Mr Moffett, Head of Democratic Services Ms Mezza, Head of Marketing and Communications Mr JJ Tohill, Director of Finance Mr Scullion, Head of Property Services Mrs Grogan, Democratic Services Officer

The meeting commenced at 7.00 pm.

PR186/19 Apologies

Councillors Gildernew, Totten, Quinn.

PR187/19 Declaration of Interest

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

PR188/19 Chair's Business

No issues.

Matters for Decision

PR189/19 Working Group Meeting Group – Council Representation on Outside Bodies

The Head of Democratic Services presented previously circulated report to ask for members consideration regarding the first meeting of the Working Group on Council on Outside Bodies held on Wednesday 9 October 2019.

Councillor Forde entered the meeting at 7.02 pm.

Proposed by Councillor McPeake
Seconded by Councillor S McGuigan and

Report on	Street Naming and Property Numbering
Date of Meeting	14 th January 2020
Reporting Officer	William Wilkinson

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

1.0	Purpose of Report
1.1	For Members to consider the naming of new streets within residential Housing Developments within Mid-Ulster.
2.0	Background
2.1	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.
2.2	The Policy for Street Naming and Numbering, as adopted (see Appendix 1) forms the basis for considering proposals for the street naming of new developments.
3.0	Main Report
3.1	<p>The Building Control Department have received requests for the naming of streets within proposed residential development as follows:</p> <p style="text-align: center;">I. Site off Torrent Valley, Coalisland</p> <p>An application has been submitted by J & A Construction (NI) Ltd for the naming of a new street within a proposed residential development off Torrent Valley, Coalisland. The developer has submitted the following options for consideration (See Appendix 2).</p> <p style="text-align: center;"> 1. Torrent Close 2. Torrent Heights </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 style="text-align: center;">II. Site off Larden Meadow, Donaghmore</p> <p>An application has been submitted by PK Murphy Developments Ltd for the naming of 5 new streets within a proposed residential development off Larden</p>

	<p>Meadow, Donaghmore. The developer has submitted the following options for consideration (see Appendix 3).</p> <p>It should be noted that Larden Meadow, Donaghmore was approved by The Environment Committee in 11th June 2019.</p> <p>Street 1</p> <ol style="list-style-type: none"> 1. Larden Lane 2. Larden Close <p>Street 2</p> <ol style="list-style-type: none"> 1. Larden Place 2. Larden Grove <p>Street 3</p> <ol style="list-style-type: none"> 1. Larden Gardens 2. Larden Walk <p>Street 4</p> <ol style="list-style-type: none"> 1. Larden Vale 2. Larden Avenue <p>Street 5</p> <ol style="list-style-type: none"> 1. Larden Court 2. Larden Mews <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>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: None
	Risk Management: None
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None

5.0	Recommendation(s)
5.1	<p>It is recommended that consideration is given to the approval of the following proposals for the Street Naming of each street within a new residential development within Mid Ulster.</p> <p>I. Site off Torrent Valley, Coalisland</p> <p>Either Torrent Close Or Torrent Heights</p> <p>II. Site off Larden Meadow, Donaghmore</p> <p>Either <u>Street 1</u> Or Larden Lane Larden Close</p> <p>Either <u>Street 2</u> Or Larden Place Larden Grove</p> <p>Either <u>Street 3</u> Or Larden Gardens Larden Walk</p> <p>Either <u>Street 4</u> Or Larden Vale Larden Avenue</p> <p>Either <u>Street 5</u> Or Larden Court Larden Mews</p>
6.0	Documents Attached & References
6.1	Appendix 1 – Policy for Street Naming and Numbering
6.2	Appendix 2 – Pro-forma containing street naming proposals, location map and site layout plan for new street off Torrent Valley, Coalisland
6.3	Appendix 3 – Pro-forma containing street naming proposals, location map and site layout plan for new streets off Larden Meadow, Donaghmore

Policy on Street Naming and Numbering

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 1		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
Equality Screened by	Principal Building Control Officer	Date	20/02/2019
Equality Impact Assessment	N/A	Date	
Good Relations	N/A		
Approved By	Environment Committee	Date	12/03/2019
Adopted By	Council	Date	28/03/2019
Review Date		By Whom	
Circulation	Councillors, Staff		
Document Linkages			

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4.0	Linkage to Corporate Plan	
5.0	Naming of new Streets	
6.0	Renaming Existing Streets	
7.0	Roles & Responsibilities	
8.0	Impact Assessments <ul style="list-style-type: none"> • Equality Screening & Rural Needs Impact • Staff & Financial Resources 	
9.0	Support & Advice	
10.0	Communication	
11.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
A	Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995	
B	Naming of New Streets and Housing Developments: <i>Procedure</i>	
C	Renaming Existing Streets: <i>Procedures</i>	

1.0 INTRODUCTION

1.1 Mid Ulster District Council resolved that a policy and associated procedures be developed to guide the Council in accordance with the provisions of Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995("the 1995 Order"), referenced in Appendix A to this policy, on;

- (i) Naming of New Streets and Housing Developments;
- (ii) Renaming and Re-numbering existing streets

2.0 Policy Aim & Objectives

2.1 **Policy Aim:** To ensure the naming of New Streets and Housing Developments is delivered in a fair, equitable and consistent manner.

2.2 Policy Objectives:

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Naming requirements
- To confirm the mechanism and process by which Mid Ulster District Council will name new streets and housing developments
- To provide residents with a process whereby they may request the renaming of their street
- To ensure street names are reflective of localities within which they are being proposed and engagement of all affected residents of streets where requests have been received to rename

3.0 Policy Scope and Legislative Framework

3.1 This policy relates specifically to the naming of New Streets/ Housing Developments and processing requests for the erection of nameplates expressing the name of the street in a language other than English. The statutory basis for this policy is contained within Article 11 of the 1995 Order.

- 3.2 This legislation empowers Council to authorise the naming of streets within its respective District. The 1995 Order provides for street naming, street numbering and the provision of street signs. It also provides the Council with a discretionary power to erect dual language street signs or second nameplates in a language other than English via Section 1a and 1b. A copy of the relevant statute is included in Appendix A.

Interpretation and Definitions

- 3.3 For purposes of this Policy the following interpretation/ definitions apply as set out within the 1995 Order:

- Nameplate - defined as a means of 'signifying a name in writing'
- Street - defined as 'any road, square, court, alley, passage or lane'.

4.0 Linkage to Corporate Plan

- 4.1 Referring to Mid Ulster District Council's Corporate Plan 2015-2019, this policy contributes toward the delivery of Corporate Theme 1 *Delivering for Our People*.

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. The procedure that will apply in relation to proposal under this [policy] is contained in Appendix [B]. Building names are not controlled by statute and do not form part of this Policy.
- 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

6.0 Renaming and Renumbering Existing Streets

- 6.1 Provision shall be made for the renaming and renumbering of existing Streets within the Mid Ulster District Council area, where instances as noted in 7.2 below require that that this be undertaken to maintain a consistent approach to street naming. The 1995 Order empowers Council to authorise Street names within the area they administer. The procedure that will apply in relation to a proposal under this policy is contained in Appendix C.

6.2 Criteria - General

The renaming or renumbering of an existing street shall normally only be considered;

- To remove similar or the same street name in the immediate locality
- Where a street name has been 'lost'
- To correct an incorrectly spelt name
- If emergency services have reported problems in identifying and locating the street
- If postal services or other statutory agencies has reported problems in identifying and locating the street
- Where a request has been received by the Council and signed by not less than 50% of the occupiers of a street to which a change is being sought. This would be based on 1 occupier per premises on the relevant street

7.0 Roles and Responsibilities

- 7.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.
- 7.2 **Building Control Service:** shall be responsible for implementing arrangements to administer; (i) requests to name New Streets and Housing Developments and (ii) requests to rename existing Streets.
- 8.0 Impact Assessments**
- 8.1.1 Equality Screening & Impact**
- 8.1.1 This policy has been subject to equality screening in accordance with the Council's equality scheme screening process. It has been 'screened out' for an Equality Impact Assessment.
- 8.2 Rural Needs Impact**
- 8.2.1 This policy has been subjected to a rural needs impact assessment and thus can demonstrate regard to rural needs when delivering this public service.
- 8.3 Staff & Financial Resources**
- 8.3.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented. Valid requests for determination will be brought to attention of Committee.
- 9.0 Support and Advice**
- 9.1 Advice and guidance on the implementation of this should be sought from the Head of Building Control
- 10.0 Communication**
- 10.1 The Building Control Service within the Public Health & Infrastructure Department of Council is responsible for the communication, delivery and adherence to this policy
- 11.0 Monitoring and Review Arrangements**

- 11.1 Implementation of this policy will be routinely monitored and a formal review undertaken 24 months from its effective commencement date.

Appendix A
Article 11, Local Government (Miscellaneous Provisions) (Northern
Ireland) Order 1995

Street names and numbering of buildings

Powers of councils in relation to street names and numbering of buildings

11.—(1) A council may erect at or near each end, corner or entrance of any street in its district a nameplate showing the name of the street; and a nameplate erected under this paragraph—

- (a) shall express the name of the street in English; and
- (b) may express that name in any other language

(2) A council may, immediately adjacent to a nameplate erected under paragraph (1) which expresses the name of a street in English only, erect a second nameplate expressing the name of the street in a language other than English.

(3) Neither this Article nor anything done by a council thereunder authorises or requires the use of the name of a street expressed in a language other than English as, or as part of—

- (a) the address of any person; or
- (b) the description of any land; for

the purposes of any statutory provision.

(4) In deciding whether and, if so, how to exercise its powers under paragraph (1)(b) or (2) in relation to any street, a council shall have regard to any views on the matter expressed by the occupiers of premises in that street.

(5) Any person who—

- (a) obscures, pulls down or defaces any nameplate erected under paragraph (1) or (2);
- (b) erects in any street any nameplate showing as the name of the street a name different from that in any nameplate erected in the street under paragraph (1) or (2); or
- (c) erects in any street any nameplate purporting to show the name of the street, without the authorisation of the council for the district in which the street is situated,

shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(6) Where a council has exercised its powers under paragraph (1) in relation to any street, the occupier of each house or other building in that street shall ensure that that house or building is at all times marked with such number as the council may approve for the purposes of this Article.

(7) Where a person fails to comply with paragraph (6) the council may serve on him a notice requiring him to comply with that paragraph within 7 days from the date of service of the notice.

(8) A person who fails to comply with a notice served on him under paragraph (7) shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(9) Where a person fails to comply with a notice served on him under paragraph (7) in respect of any house or other building, the council may itself do anything which he has failed to do and may recover from that person summarily as a civil debt any expenses thereby reasonably incurred by it.

(10) In this Article—
“nameplate” includes any means of signifying a name in writing; “street” includes any road, square, court, alley, passage or lane.

(11) The power of a council to erect a nameplate under paragraph (1) or (2) includes power—

- (a) to erect it on any building or in such other manner as the council thinks fit; and
- (b) to cause it to be erected by any person authorised in that behalf by the council.

(12) The following statutory provisions shall cease to have effect, namely—

- (a) sections 64 and 65 of the Towns Improvement Clauses Act 1847^{F6};
- (b) in section 38 of the Towns Improvement (Ireland) Act 1854^{F7} the words “naming the streets and numbering the houses and also so much thereof as relates to”;
- (c) section 21 of the Public Health Acts Amendment Act 1907^{F8};
- (d) section 19 of the Public Health and Local Government (Miscellaneous Provisions) Act (Northern Ireland) 1949^{F9}; and
- (e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings;

Appendix B

Naming of New Streets and Housing Developments: *Procedure*

1. 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.
2. 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
3. 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.
4. 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.
5. 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
6. Should the Committee not accept any of the presented options the applicant/ developer will be informed of the Council's decision
7. 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
8. 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.
9. Names shall be shown on nameplates which will include the townland where relevant and erected in line with current Guidance.
10. New buildings will be allocated numbers consecutively with odd numbers to the right hand side and even numbers to the left hand side.

Appendix C

Renaming Existing Street Name: Procedures

This procedure provides guidelines for the procedure for renaming of existing street/road names which the 1995 Order empowers councils to authorise. The following procedure for canvassing the views of occupiers and the criteria to be applied in deciding whether to rename a street with an alternative in English shall be:

1. Upon receipt of a petition, signed by not less than 50% of the householders (based on one resident per household over the age of 18) of the street/road ("a Petition") the Council will consider a survey of the street/road in relation to the desired name change and reason for same.
2. The proposed name must meet the criteria set down in this policy for the naming of New Streets, as detailed within 5.2 of this policy.
3. If the Department considers the new name meets the criteria, approval to undertake the survey will be sought from the Environment Committee.
4. The Council will survey, by post, to the occupier(s) of each of the properties listed on the Electoral Register and one survey per established business as appears on the Non-Domestic Valuation List of that street/road or the part of a street/road affected at that time; seeking their views on the request to change the name. The survey shall be carried out by the Council's Building Control service.
5. Replies will be by way of a supplied self-addressed envelope and must be returned by the date specified in the correspondence giving notification of the survey and reason for same . Only replies received from registered occupiers by that date will be considered
6. The outcome of the survey will be presented to the Environment Committee and only where all occupiers (100 %) in the affected street agree with the proposed name change, will a recommendation be presented to approve the change.
7. Where a request is not approved any further request will not be considered until the expiry of a 12 month period from the date of the Environment Committee meeting where the outcome of the survey was considered.
8. Where a Petition to have an existing street renamed is not approved then the occupiers will be notified of this.
9. Where a new nameplate is erected. The decision to remove an existing nameplate will be made by Property Services, where deemed necessary to do so.

10. Historical nameplates may remain in place where they are fitted to an existing wall (or dwelling), where they will not affect directional issues. This shall be at the discretion of Property Services.
11. Where the Department receives a request from the emergency services, mail delivery services or other statutory bodies who have difficulty locating the street to rename it. They shall inform residents as noted above and consider to survey and rename the street upon the agreement of all households on that street. Such requests shall be notified to and approval sought from Environment Committee and outcome of survey reported to same.

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

Applicants Name & Address:

J&A Construction (NI) Ltd.

Description:

12 NO. Apartments @ Torrent Valley, Coalisland.

Ref:

F2019-1572



Central
Mid Ulster
District Council

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Torrent Close	Phase 4 of Development is Called Torrent Valley	
Option 2	Torrent Heights.	11	
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 ... *Brendan Beek*

Dated ... 17/9/19.

Appendix 2

"LAND & PROPERTY SERVICES INTELLECTUAL PROPERTY IS PROTECTED BY CROWN COPYRIGHT AND IS REPRODUCED WITH THE PERMISSION OF LAND & PROPERTY SERVICES UNDER DELEGATED AUTHORITY FROM THE KEEPER OF PUBLIC RECORDS © CROWN COPYRIGHT AND DATABASE RIGHT LICENSE No 1592 (2019)"



O.S.N.I REF: 160-04 NE4

PROJECT :
PHASE 2 - SOCIAL HOUSING DEVELOPMENT
TORRENT VALLEY
BARRACK STREET
COALISLAND

CLIENT :
J&A DEVELOPMENTS Ltd

DRAWING :
BC.01 - LOCATION MAP

12 SEP 2019

DATE :
AUGUST 2019

PROJECT REF:
J.023a

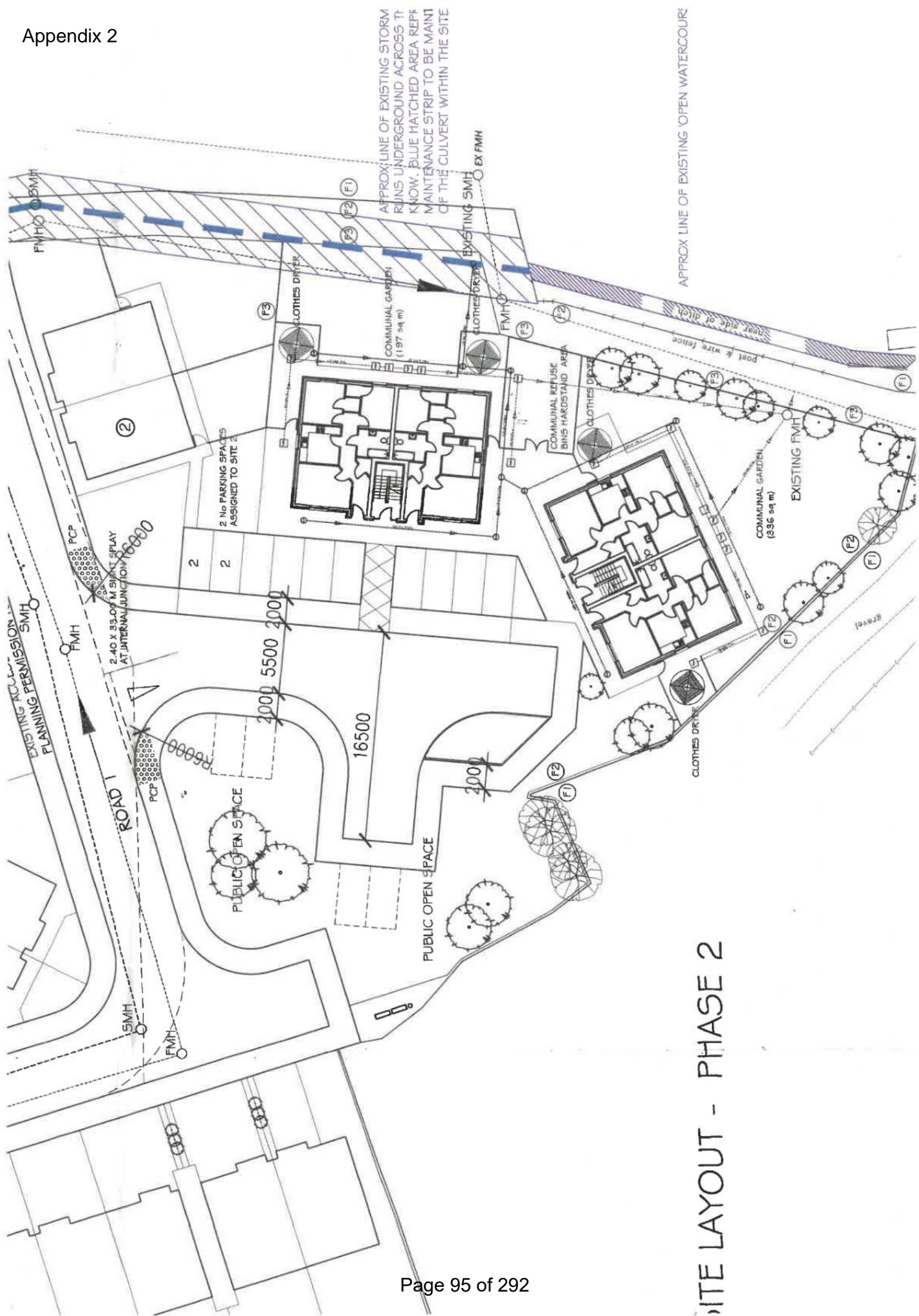
F11572119

SCALE :
1:1250

APS
Architects LLP

Unit 4
Mid Ulster Business Park
Derryloran Industrial Estate
Sandholes Road
Cookstown
BT80 9LW

T 028 8676 0036
E graeme@aps-architects.co.uk



SITE LAYOUT - PHASE 2

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals

Applicants Name & Address:

P. K. MURRAY DEVELOPMENTS LTD 91 SLUSKAN RD
BT 70 1RL

Description: Housing Development

Ref:

LARDEN MEADOWS AGHREAGHY DONAGHMORE (KES AVENUE) STREET 1



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	LARDEN LANE (KES AVENUE)	Compliments LARDEN MEADOWS	Linking with the wider Ullahall
Option 2	LARDEN CLOSE	..	
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 21/04/19

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals

Applicants Name & Address: Pk MURPHY Development Ltd 91 SUGGAN RD

BT70 1RL

Description: Housing Development

Ref: LARSEN MEADOWS ASHMOLEY DONAGHMORE (BLUE AVENUE) STREET 2



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Option	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	LARSEN PLACE (Blue Avenue)	Continuity LARSEN MEADOWS	Lives with the name Ulster
Option 2	LARSEN GROVE		
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 21/6/19

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals

Applicants Name & Address: PK MURPHY Developments Ltd 91 SUGGAN RD
BT70 1RL

Description: Housing Development

Ref: LARSEN MEADOWS ASHMOLEY DONAGHMORE (PINK AVENUE) STREET 3



Option	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	LARSEN GARDENS (PINK AVENUE)	Compliments LARSEN MEADOWS	Links with the WINEZ VILLAGE
Option 2	LARSEN WALK		
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 21/6/19

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

Applicants Name & Address: Pk MURPHY Development Ltd 41 SLUSKAN RD
BT 70 1RL

Description: Housing Development

Ref: LARSEN Meadows Agri-Residential (Green Avenue) Street 4



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Option	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	LARSEN VALÉ (Green Avenue)	Complements LARSEN Meadows	Links with the wider LARSEN
Option 2	LARSEN Avenue	..	
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 21/6/19

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals

Applicants Name & Address: PK MURPHY Development Ltd 91 SUGGAN RD PANEASY
Description: Housing Development BT70 1RL
Ref: LARSEN MEADOWS ASHMOODLY DONAGHMORE (ORANGE AVENUE) STREET 5



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	LARSEN COURT (ORANGE AVENUE)	CONTIGUOUS LARSEN MEADOWS	LINKS WITH TACUATOR VUE
Option 2	LARSEN MEWS		
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 21/4/19

Architectural & Civil Engineering Consultants
 1 Annagher Road, Coalisland
 Co. Tyrone BT71 4NE.
 Tel: 028 87740746
 Fax: 028 87747475
 E-MAIL: info@mckeownandshields.com

drawing title:
LOCATION MAP

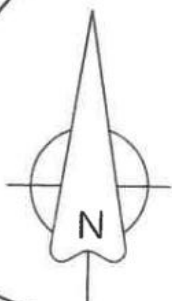
client:
P.K. MURPHY

drawing no:
JA1216/101/A0

scale:
 1:2500(A3)
 checked:
 M.N.
 drawn:
 A.McN

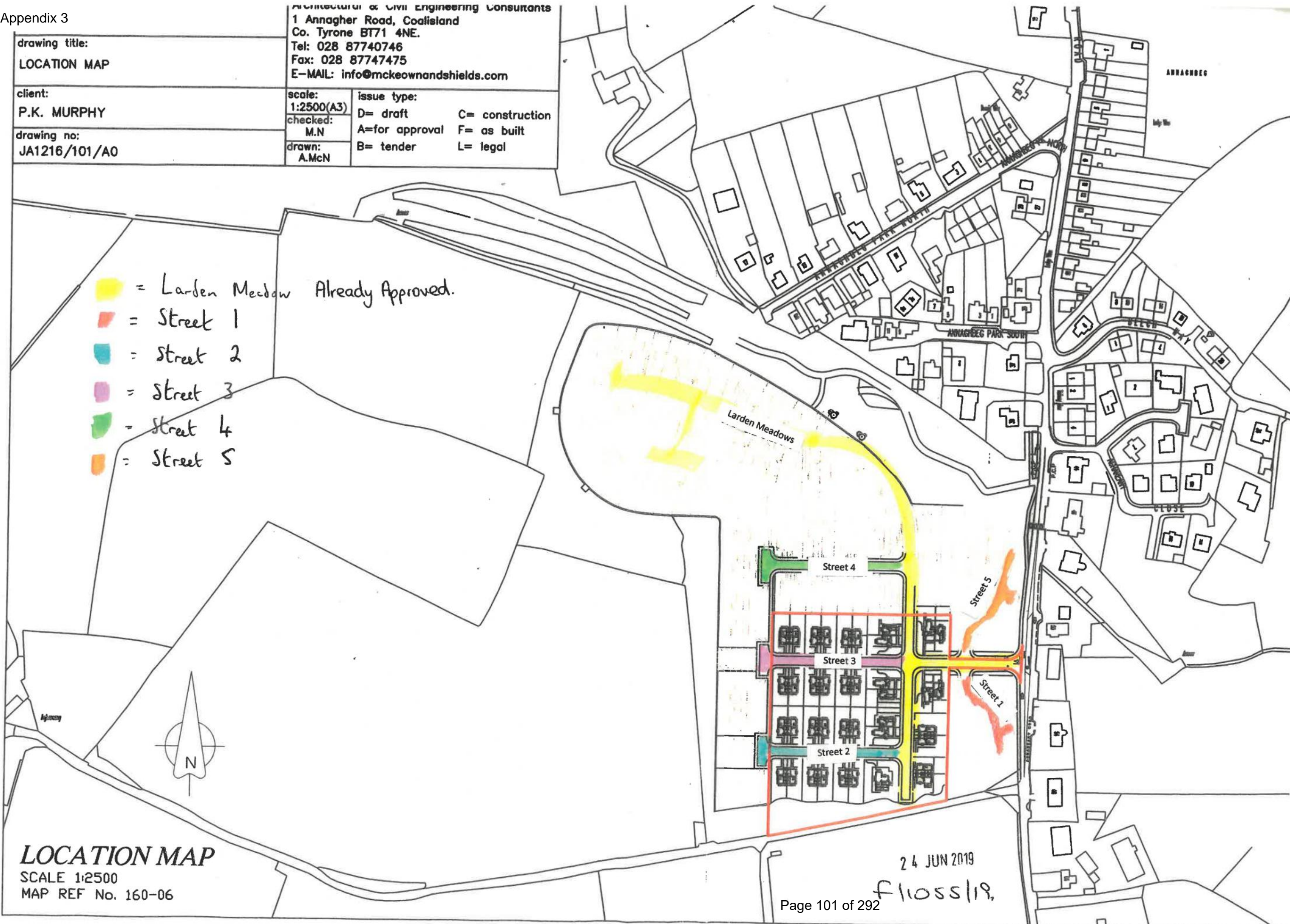
issue type:
 D= draft C= construction
 A=for approval F= as built
 B= tender L= legal

- = Larden Meadow Already Approved.
- = Street 1
- = Street 2
- = Street 3
- = Street 4
- = Street 5



LOCATION MAP

SCALE 1:2500
 MAP REF No. 160-06



24 JUN 2019

f11055/19.

**Minutes of Meeting of Environment Committee of Mid Ulster District Council
held on Monday 2 December 2019 in Council Offices, Ballyronan Road,
Magherafelt**

Members Present

Councillor Buchanan, Chair

Councillors Brown, Burton, Cuthbertson, Glasgow,
Graham, McAleer (7.08 pm), McFlynn (7.13 pm),
McGinley, B McGuigan, S McGuigan, McNamee, Milne,
Totten, Wilson

**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
Mrs Grogan, Democratic Services Officer

**Others in
Attendance**

Agenda Item 4 – Northern Ireland Ambulance Service
Ms Stephanie Leckey – Community Resuscitation Lead

The meeting commenced at 7.01 pm

E292/19 Deputation – Northern Ireland Ambulance Service

The Chair, Councillor Buchanan welcomed Ms Leckey from the Northern Ireland Ambulance Service to the committee and invited her to present her overhead presentation entitled “Building a Community of Lifesavers in Mid Ulster Council Area (Appendix).

Ms Leckey thanked the committee for allowing her to present to the meeting tonight and referred to stats the team attended in 2017. She said that there were 9 fatalities from fire incidents and 63 road deaths and within Mid Ulster cardiac arrest were 28 female, 42 male and 1 not stated. The number of OHCA (*Out-of-Hospital Cardiac Arrest*) were on average 4 per day (38% women and 62% men). It has been recognised that the national trend identifies a greater risk of cardiac arrest for patients greater than 65 years, with 65 years being the mean age. A small number of children and infants are also recorded as an infrequent occurrence and the cause of arrest varies and is usually due to a trauma or another issue.

Councillor McAleer entered the meeting at 7.08 pm.

Ms Leckey highlighted the chance of survival from Cardiac Arrest ranging from 1 minute 90% to 9 minutes 10%. She said that there is continuous education taking

place with schools and other groups to make them aware of how to deal with a situation regarding choking and trauma situations.

She said that people could sign up to the GoodSAM app which is an "Instant-On-Scene" which enables emergency services to open any caller's mobile phone camera (without the need for Apps such as Skype / FaceTime) and instantly locate and visualise the scene/patient. This enables better resource deployment and earlier care.

Councillor McFlynn entered the meeting at 7.13 pm.

The Chair thanked Ms Leckey for her impressive presentation and asked for any members comments.

Councillor McGinley said that it was a great presentation and knows first-hand the good work being carried out by Northern Ireland Ambulance Service as his father was one of the statistics which went into cardiac arrest but unfortunately it wasn't a good outcome for him but wanted to say that he was impressed by the quick response.

He referred to the GoodSam app and enquired if there was any particular regulation for signing up like completing a first aid course or can any member of the public get involved for media purposes.

Ms Leckey said that it was quite a rigorous process to register with GoodSam as there is a request to provide photographic ID and the latest certificate for CPR and basic life support which training being done within a 2-year timeframe.

Councillor McAleer said that it was a very valuable service to the area and enquired about how areas are monitored especially community groups within rural areas and how far apart the radius was.

Ms Leckey said that in the rural areas the radius has been opened up to one mile if a defibrillator is within that range and within urban areas it was a 500m radius as there could be a number of defibrillators available. She said they do not monitor the defibrillators as when people advertise their information on the website, this is taken as confirmation that all information is correct. She advised that a National Defibrillator Network event is anticipated to be held in February or March of next year and the purpose of this is to combine a national network across the UK as a way of integration as a way of progressing.

Ms Leckey referring to the maintenance of the defibrillators advised that every 90 days there is a message issued alerting people to check their batteries to keep the kit emergency ready.

Councillor Milne agreed that it was an informative presentation and enquired about the lifespan of the defibrillators.

Ms Leckey stated that when defibrillators are purchased some come with an 8-year warranty and no need for maintenance depending on what brand it is. She said that

some batteries and pads has an expiry date of 2 years, but others provided by Spar Group lasts 4 years and Zoll can last up to 5 years. She said that a Lithium battery is beneficial as there was no need for charging and only when the apparatus beeps a new battery is needed.

Councillor Milne enquired about becoming a first responder and signing up for GoodSam.

Ms Leckey advised that responders are trained and referred to a co-ordinator after a 2-day process. She said that there was a process to go through including an AccessNI check before anyone can become involved. She advised that no scheme would be taken on until after June 2021 as best practice needed to be adhered too and all current training done before that but if people wished for public meetings that this could be completed through a co-ordinator appointed initiative.

Councillor McGinley said that it would be important for the Council to have this marked in their calendar when it goes live and once reopened, he asked that the Council give consideration to this initiative. He also referred to his comment earlier regarding the media and said he may have been a bit harsh but felt that only negative things arose through people calling wishing to sell things during his father's passing.

E293/19 Apologies

Councillor O' Neill.

E295/19 Declarations of Interest

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

Councillor Burton declared an interest in to Extension of the Agewell Contract.

E295/19 Chair's Business

Director of Public Health and Infrastructure referred to item raised at October meeting regarding Streamlining Road Closure Process and advised that the committee agreed that the fee should be waived for community/not for profit groups and that such groups to agree template for advertisement and place the advert at their own cost.

He said that after liaising with the legal team regarding the recommendation, they have come back to advise robustly that the Council must have responsibility for placing the ads and not the community.

Councillor S McGuigan advised that although that this was an unfortunate situation we have to adhere to legal opinion.

Proposed by Councillor McNamee

Seconded by Councillor McGinley and

Resolved That it be recommended to the Council that the situation be reviewed after one year.

Councillor Glasgow referred to report presented last month on Refuse Collection Route Optimisation and said that he has received numerous complaints from residents in the Cookstown area but wanted to put it on record that he wished to thank the staff for their hard work but also wanted to raise concerns tonight regarding refuse collection.

He said that it was advised that information regarding bin collections/presented would be distributed to residents which has never been done, with his home included, no communication has been issued to residents on how bins are to be presented for collection. He said that the vehicle was down to one operator, resulting that the driver having to jump in and out of the lorry numerous times and that he had requested that information be issued to the driver and residents to make things easier which never was done.

Councillor Glasgow said that this was tested in October and has been operational for the last three weeks and there are still ongoing problems relating to it and was clear to see that there were huge differences between rural and urban areas. He said that a senior citizen lady contacted him complaining that her bin lid was left open resulting it being filled with rain water and unable to empty the contents herself she had to get her grandson to try and empty it and as it was a recycling bin all the contents had stuck to the bottom and had to be turned upside down for 3 days before she could use it again . He said that he felt that the quality of service was not up to scratch and this was causing a knock-on effect as bins are left on their sides, lids hanging off and some bins are left on the outside of the white line of the road.

Councillor Glasgow stated that rural needs are not being catered for and over the weeks more and more complaints are being raised by residents regarding the lack of information and communication. He said that when communication was issued by facebook and twitter, it was distributed at 7.30 pm the night before bin collection which was totally unacceptable as he was aware of a lady being away to work and the bin was sitting out for over a week and stressed the need for adequate communication to be delivered to residents on bin collection service.

The Director of Environment & Property said that Councillor Glasgow's points were well made and would take everything on board and didn't take any exceptions made by the Councillor.

Matters for Decision

E296/19 DfI Roads Proposals to Mid Ulster District Council – Proposed Load Bay – Main Street, Castledawson

The Director of Environment & Property presented previously circulated report which sought approval in relation to proposal from Department for Infrastructure with regard

to introduction of loading bay, Monday to Saturday, 8.30 am to 6.30 pm on Main Street, Castledawson.

Councillor Milne advised that there was a lot of problems in Castledawson for local parking and stated that there were continuous issues relating to blocking and asked that the Council through their correspondence investigate parking restrictions on both sides of the street.

The Director of Environment & Property advised that correspondence can be sent to DfI Roads seeking a review of parking restrictions at Castledawson.

Proposed by Councillor Milne
Seconded by Councillor McNamee and

Resolved That it be recommended to Council to:

- (i) Endorse the proposal submitted by Department for Infrastructure Roads in relation to the introduction of loading bay, Monday to Saturday, 8.30 am to 6.30 pm on Main Street, Castledawson.
- (ii) Write to DfI Roads seeking a review of parking restrictions at Castledawson.

E297/19 DfI Roads Proposals to Mid Ulster District Council – Proposed Amendments to Limited Waiting – Oldtown Street, Cookstown

The Director of Environment & Property presented previously circulated report which sought approval in relation to proposal from Department for Infrastructure with regard to proposed amendments to Limited Waiting – Oldtown Street, Cookstown.

Councillor Wilson advised that the map attached related to Lisnagleer and not Oldtown Street, Cookstown and said that there was a huge difference between the two and enquired if this was a mistake on behalf of DfI.

The Director of Environment & Property apologised and advised that he only became aware of the matter once the papers had been issued to members and asked if committee would be happy to defer this item until the January meeting when the new maps would be circulated.

Proposed by Councillor Wilson
Seconded by Councillor Brown and

Resolved That it be recommended to Council to defer the matter of Proposed Amendments to Limited Waiting – Oldtown Street, Cookstown until the correct map was circulated to members and to point out to DfI that there is a huge difference between Lisnagleer and Oldtown, Cookstown.

E298/19 Response to the DAERA Consultation on the Environment Strategy for Northern Ireland

The Director of Environment & Property presented previously circulated report to advise Members on the Department of Agriculture, Environment & Rural Affairs (DAERA) consultation on the Environment Strategy for Northern Ireland and to provide a Mid Ulster District Council response to the consultation.

The Chair advised that Mid Ulster was a rural area and we must support our rural communities.

Councillor McGinley said that it was an extremely detailed report and would agree to the contents within it. He referred to page 10, question 4 response on “*Behavioural Change for ‘business’ is crucial; DAERA should review current mechanisms for engaging with business, including Prosperity Agreements*” and said that this was a good point to bring out a bit more and promoting the issue of refunds for bottles and the use of water dispensing and very useful to draw it out.

He referred to page 14/15, question 9 any other comments and said that he wanted to comment to say that anything that helps wildlife and reduces environmental crime should be welcomed and liked the fact that there were measurable ideas which were timebound and would be happy to see the outcome.

Resolved That the next part of the discussion by taken in Confidential Business.

The Chair advised that the remainder of the discussion return to Open Business.

Resolved That the remainder of the discussion return to Open Business.

Councillor Wilson agreed that it was a very detailed report and referred to page 6/7 – other comments for Mid Ulster District Council and felt that the comments should be mandatory and not optional and raised in the main body of the response as it is an important issue. He felt that there should be an all-Ireland treatment as one and needs to be coming from more departmental, local authorities and community levels.

The Director of Environment & Property said that he appreciated members comments and in terms of the “Proximity Principle” would mean dealing with the source of waste as close as possible. He said that the Council was exporting a resource which could be used locally, and this could be incorporated into the response within the main body.

Councillor B McGuigan said that its fitting that we are responding on a piece of work and the fact we need to be strategic for the environment we have listed to pressure groups over the years on natural resources and the impact on the environment relating to mining etc. He said that he has been involved with the work carried out by NIEA and his view would be that they weren’t at the races at all and as they neither had the resources or manpower on the ground but stated that it was good that the pressure is on to protect the environment.

The Director of Environment & Property stated that he wanted to record his appreciation to Sustainable Northern Ireland for their assistance in the preparation of the response to the Consultation.

Councillor Cuthbertson left the meeting at 8 pm.

Proposed by Councillor McGinley
Seconded by Councillor B McGuigan and

Resolved That it be recommended to Council to note the Members comments and approve the Draft Response (as set out in Appendix 2) of the report to the DAERA Environment Strategy for Northern Ireland.

E299/19 Review of Waste Collection Service Policy

The Head of Environment Services presented previously circulated report to update Members on a Review of Waste Collection Policy and sought approval to carry out a consultation exercise on a revised policy.

Councillor Milne enquired if the consultation was going to be issued just to members or was it was it going out to the general public.

The Director of Environment & Property advised that it would be issued to the public.

Councillor Milne asked if there was an opportunity for DEA's to have a meeting beforehand and referred to issues relating to Thorntown Lane as there were approximately 20 houses on the laneway which could be an issue taking the bins out.

The Director of Environment & Property stated if the road was not adopted but was built to a standard which was deemed accessible, considerations could be sought to do so. He said that he would be happy to organise seven DEA meetings with officers to progress the matter.

Councillor Glasgow referred to item 7.5.4 and the overfilling of bins and enquired if there was a weight restriction for one arm bin lifting apparatus.

He also referred to 7.8.1 and said that he supported this approach as this would not be a strain on GPs to sign clarification forms. He said that within the Rural Needs Impact Report, Section 4, bins collections/presentation should be referred within the report as 300 houses in the Cookstown rural area are requested to take their bins to the other side of the road and to keep ourselves covered, this should be recorded and properly examined.

The Head of Environment Services advised that it was a very small number of people which would be asked to bring their bins to the other side of the road.

Councillor Glasgow said that this may be the case, but it only takes one complaint and feels that there should a safeguard to protect the Council.

Councillor Wilson referred to item 7.3.2 and said more should be done to encourage people to use brown bin recycling.

He also referred to item 8.4 regarding requests for collection of bulky household waste and felt that it the option of telephone requests and online payment should be investigated as some people especially the elderly struggle with online methods and writing.

Councillor Wilson referred to item 7.6 – Contaminated Wheelie Bins an felt that there is not enough emphasis being put into combating this especially with the brown bins.

He also raised the issue of opening hours of Recycling Centres during summer months and felt that the opening times should be regulated to set hours for all as this was causing some confusion

Councillor McGinley said that it was an interesting consultation and would look forward to seeing the responses. He said that the size of the response would not interest the ordinary Joe Bloggs and wanted to know how this was going to be achieved. He said that he would be looking forward to seeing how this was going to be done effectively and efficiently and felt there could be an issue relating to schools and their reducing budgets. He said that last month he asked for revised opening times but said that he would be happy to see it being incorporated in the consultation.

The Chair said it may be worthwhile considering deferring the issue until the DEAs were consulted.

The Director of Environment & Property said that there could be implications if this was deferred and stated that all he was doing was making members aware of the situation as there were only a few minor changes to the current Policy..

Councillor Brown said that after taking up what the Director of Environment & Property said, he suggested that an extension to the consultation should be made to get the ball rolling and wouldn't be wise to rail-track this, but to incorporate into a twelve-week consultation period on the revised policy commencing January 2020.

Proposed by Councillor Brown
Seconded by Councillor McGinley

Resolved That it be recommended to Council to:

- (i) Note the contents of the Waste Collection Policy and to approve a twelve-week consultation period on the revised policy commencing in January 2020.
- (ii) DEA meetings to be arranged to discuss concerns raised.

Councillor Burton enquired if schools were going to be notified and if there would be engagement with the community as the people of Clogher feels that they didn't have an opportunity to regarding the recycling closure episode.

The Director of Environment & Property advised that this would be relative to commercial customers as schools were now within the remit of the Civil Service. He said that notifications would be issued with invoices to commercial customers in February.

E300/19 Funding Request for the Live Here Love Here Programme to be Supported by Mid Ulster Council for 2020/21

The Head of Environment presented previously circulated report to updated Members on a request received for Mid Ulster Council to continue to support the Live Here Love Here (LHLH) programme which works in conjunction with Keep NI Beautiful, Coca Cola, McDonalds, NIHE and other participating Councils.

Proposed by Councillor Wilson
Seconded by Councillor Brown and

Resolved That it be recommended to Council to support the Live Here Love Here programme for 2020/21 at a cost to Council of £21,000 with £10,500 coming back into the community through the small grants programme.

Councillor Glasgow left the meeting at 8.23 pm

E301/19 Air Quality Meeting October 2019

The Head of Environmental Health presented previously circulated report to provide a further update on the ongoing work in relation to Air Quality across the Mid Ulster District Council area and outlines proposed actions within the current Council Action Plan as a result of a recent meeting with elected Members and representatives from other relevant departments and organisations.

Proposed by Councillor S McGuigan
Seconded by Councillor McNamee and

Resolved That it be recommended to Council to approve the additional points from the meeting outlined within the report and in Appendix 2 and incorporate into the Council Air Quality Action Plan.

E302/19 Street Naming and Property Numbering

The Head of Building Control presented previously circulated report to ask for consideration regarding the naming of streets within proposed residential development as follows:

- Site off Sixtowns Road, Straw, Draperstown

The proposed following options have been submitted for consideration:

- 1) Stranahinch
- 2) St Columba's Park
- 3) Whitewater Park

Proposed by Councillor B McGuigan
Seconded by Councillor McNamee and

To go with Option 1 – Stranahinch

Proposed by Councillor Brown

To proceed with option 3 – Whitewater Park as it fitted in better with the area.

Councillor B McGuigan said that the developer would be keen to proceed with Option 1.

Proposed by Councillor B McGuigan
Seconded by Councillor McNamee and

Resolved That it be recommended to Council to proceed with Option 1 – Stranahinch.

Matters for Information

E303/19 Minutes of Environment Committee held on 12 November 2019

Members noted minutes of Environment Committee held on 12 November 2019.

The Director of Public Health & Infrastructure referred to item E264/19 – Bus Shelters which was raised last month and said that Policy Officers had confirmed that this item did not need rural proofing.

Councillor McGinley said that he accepted the response if relating to technical but was not convinced. He said that there was a different approach for urban and rural areas and as a rural Councillor he found it unacceptable. He said that the technical designs should be looked again and brought back to committee.

The Director of Public Health & Infrastructure said that a summary update report could be brought back so members can have the opportunity to have it reviewed .

Resolved That it be recommended to the Council that the Bus Shelter technical design be brought back to committee to give members an opportunity to reconsider the report.

E304/19 Environmental Services – Christmas Working Arrangements

Members noted preciously circulated report which provided update on working arrangements in respect of refuse/recycling collection and operation of Recycling Centres during the Christmas and New Year holiday period.

E305/19 European Week for Waste Reduction 2019

Members noted previously circulated report which provided update on European Week for Waste Reduction 2019 activities.

E306/19 Noise Complaint Statistics for Northern Ireland 2017/2018

Members noted previously circulated report which provided update on Noise Complaint Statistics for Northern Ireland 2017/2018.

E307/19 Building Control Workload

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

E308/19 Entertainment Licensing Applications

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

E309/19 Dual Language Signage Requests

Members noted previously circulated report which advised of requests for Dual Language Signage from residents on streets/roads in the District.

Councillor McNamee advised that a number of signs had been damaged again and asked if these had been reported.

The Director of Environment & Property advised that a number had been reported today.

E310/19 Dual Language Signage Surveys

Members noted 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.

Local Government (NI) Act 2014 – Confidential Business

Proposed by Councillor McGinley
Seconded by Councillor Burton 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 item E311/19 to E322/19.

Matters for Decision

- E311/19 Response to the DAERA Consultation on the Environment Strategy for Northern Ireland
- E312/19 Entertainment Licensing – Greenvale Hotel
- E313/19 Application for the Renewal of a Mobile Street Trading Licence
- E314/19 Extension of the Agewell Contract
- E315/19 Installation of a Memorial Bench on Council Property
- E316/19 Grounds Maintenance Towns and Villages Awards Feedback
- E317/19 Off Street Car Park Pay on Foot Pilot Scheme Procurement
- E318/19 Tender Report for Purchase of Seasonal Planting
- E319/19 Tender for Collection, Processing and Recycling of Hard Plastics

Matters for Information

- E320/19 Confidential Minutes of Environment Committee held on 12 November 2019
- E321/19 Capital Works Update – Tullyvar Landfill Phase 4 Capping
- E322/19 Cemeteries Administration Costs and the Scale of Charges
- E323/19 Capital Update

E324/19 Christmas Greetings

The Chair wished members a very Happy Christmas and New Year.

E325/19 Duration of Meeting

The meeting was called for 7 pm and concluded at 8.50 pm.

Chair _____

Date _____

Report on	NIEA Waste Statistics and NILAS Annual Reports 2018/19
Date of Meeting	14 th January 2020
Reporting Officer	Mark McAdoo, Head of Environmental Services
Contact Officer	Mark McAdoo, Head of Environmental Services

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

1.0	Purpose of Report
1.1	To inform members of the content of the NIEA Northern Ireland Local Authority Collected Municipal Waste Management Statistics 2018/19 Annual Report and the Annual Northern Ireland Landfill Allowance Scheme 2018/19 Annual Report as published on 28 th November.
2.0	Background
2.1	<p>The Waste Management Statistics report provides both summary and detailed figures on the amount of local authority collected municipal waste in Northern Ireland during 2018/19 and is available via the below link (copy also attached): https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-2018</p> <p>The NILAS report covers the fourteenth scheme year of the Landfill Allowances Scheme (Northern Ireland) Regulations 2004 summarising Council compliance with the scheme during 2018/19 and is available via the below link (copy also attached): https://www.daera-ni.gov.uk/publications/annual-nilas-reports</p>
3.0	Main Report
3.1	<p><u>Local Authority Collected Municipal Waste Management Statistics Annual Report</u></p> <p>Northern Ireland's Councils collected 990,233 tonnes of LAC municipal waste in 2018/19. This was a 1.3% increase on the 977,817 tonnes collected in 2017/18. Household waste accounted for 88.8% of total LAC municipal waste.</p> <p>In 2018/19, 50% of household waste in Northern Ireland was sent for preparing for reuse, dry recycling and composting, 2.0 percentage points higher than the 2017/18 rate, and so meeting the Northern Ireland Waste Management Strategy target to recycle 50% by 2020.</p> <p>At individual Council level, the highest household waste recycling rates were recorded in Antrim & Newtownabbey and Mid Ulster at 56.1% and 56.% respectively.</p>
3.2	<p><u>Northern Ireland Landfill Allowance Scheme (NILAS) Annual Report 2018/19</u></p> <p>The Landfill Allowance Scheme (Northern Ireland) Regulations 2004 (NILAS) have been designed to help Councils in NI meet targets as set out in the Landfill Regulations 2004 by</p>

allocating progressively challenging limits on the amount of Biodegradable Local Authority Collected Municipal Waste (BLACMW) which can be landfilled by each Council.

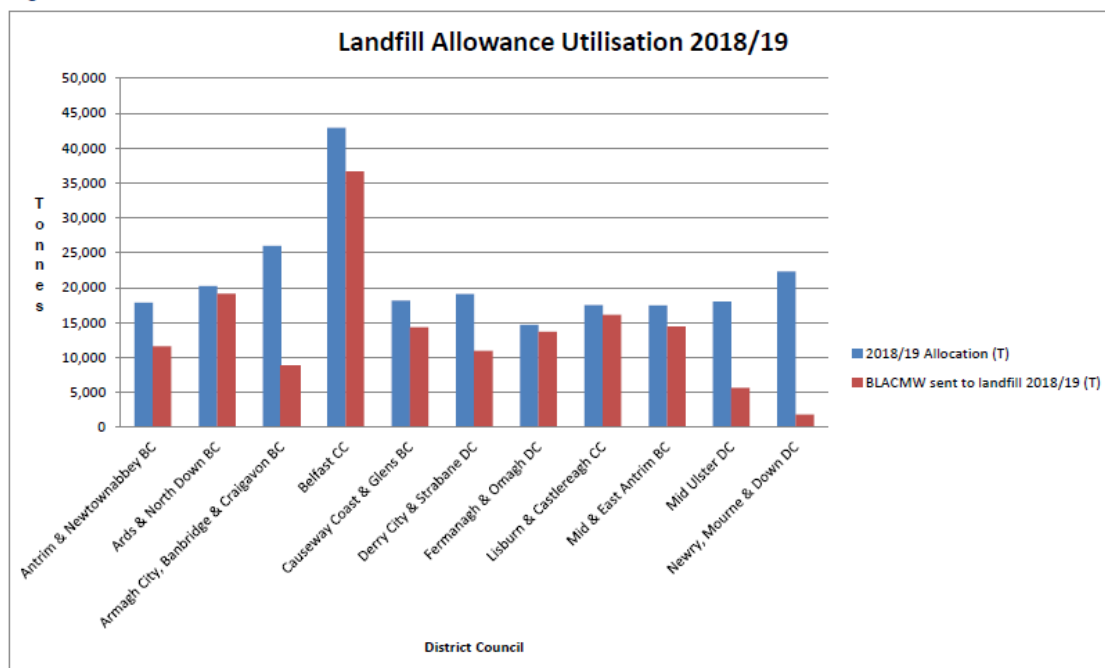
In 2018/19 the total amount of BLACMW which was permitted to be sent to landfill was 234,284 tonnes. In Northern Ireland the total amount of BLACMW reported to have been sent to landfill was 153,324 tonnes i.e. 34.6% of landfill allowances were not utilised. This was an increase of 3.5 percentage points compared to 2017/18 (31.1%).

Through WasteDataFlow Mid Ulster District Council has submitted quarterly returns for the scheme year 2018/19. From these returns, NIEA has calculated the amount of BLACMW sent to landfill by Mid Ulster District Council for the scheme year 2018/19.

NIEA issued the final reconciliation for 2018/19 for Mid Ulster on 28th November 2019 (see copy letter attached) which confirmed that Mid Ulster District Council utilised just 31.50% of its annual landfill allowance of 18,032 tonnes i.e. landfilled 5,681 tonnes during the scheme year leaving a surplus of 12,351 tonnes.

All eleven Councils in Northern Ireland achieved their 2018/19 landfill allowance obligations by diverting BLACMW from landfill. The Landfill Allowance utilisation for each of the eleven Council's is shown in Figure 1 below.

Figure 1: Landfill Allowance Utilisation for 2018/19



Northern Ireland Environment Agency NILAS Annual Report 2018/19

Over the next year under NILAS, the allocation for each district council, and consequently Northern Ireland as a whole, reduces towards the EU Landfill target, making it vital for more BLAMCW to be diverted from landfill. The EU Landfill Directive obligated Member States to reduce their BMW to landfill (which includes BLACMW) to 35, 50 & 75% of 1995. The NILAS Landfill Allowance allocation for Mid Ulster District Council will reduce to 16,932 tonnes in the 2019/20 scheme year.

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Council waste recycling and treatment costs are in the region of £6m per annum
	Human: A significant amount of time is spent by the Recycling Officers in gathering, collating and submitting the necessary data for quarterly WDF and NILAS returns
	Risk Management: Failure to meet recycling and landfill diversion targets could result in fines
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	Members are asked to note and invited to comment on the performance of the Council in respect of waste management as outlined in this report.
6.0	Documents Attached & References
6.1	NI Local Authority Collected Waste Statistics Annual Report 2018/19
6.2	NILAS Annual Report 2018/19

Northern Ireland Local Authority Collected Municipal Waste Management Statistics

Annual Report 2018/19



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Agency**

A National Statistics publication

**Northern Ireland Local Authority Collected
Municipal Waste Management Statistics**

Annual Report 2018/19

National Statistics

National Statistics status means that our statistics meet the highest standards of trustworthiness, quality and public value, and it is our responsibility to maintain compliance with these standards.

These statistics were first designated as National Statistics, and underwent a full [assessment](#) against the Code of Practice, in January 2014 by the UK Statistics Authority.

No official compliance checks have been completed since, however, we have continued to comply with the Code of Practice since designation and have made the following improvements:

- Added more value by [consulting](#) on the report in 2015 prior to the 26 councils covered being reorganised into 11 new councils.
- Ongoing quality assurance of the data contained within the report by reviewing methods on a quarterly basis.
- Improved statistical output by creating a [time series](#) of Northern Ireland local authority collected municipal waste management statistics to accompany the report and tables. This [dataset](#) is also available on Open Data NI along with a [time series](#) of materials collected at Northern Ireland local authority waste management sites.
- Improved statistical output by creating [infographics](#) to accompany the report and tables.
- Improved statistical output by creating an [interactive dashboard](#) to accompany the report and tables.

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Issued by:

Statistics and Analytical Services Branch
Department of Agriculture, Environment
and Rural Affairs (DAERA), Room 816,
Dundonald House
Belfast BT4 3SB

Contact: David Finlay

Telephone: 028 90540916

Email: env.stats@daera-ni.gov.uk

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Key Points for Northern Ireland

- Northern Ireland's councils collected 990,233 tonnes of LAC municipal waste in 2018/19. Belfast generated the smallest amount of household waste per capita at 416 kg whilst Antrim & Newtownabbey recorded the largest at 569 kg per capita.
- In 2018/19, 50.0 per cent of household waste was sent for preparing for reuse, dry recycling and composting. This is the highest rate ever recorded for Northern Ireland, and meets the Northern Ireland Waste Management Strategy target to recycle 50% of household waste by 2020 for the first time.
- The landfill rate for household waste recorded a new low of 28.4 per cent in 2018/19, a fall from 72.3 per cent in 2006/07.
- A fifth of LAC municipal waste arisings were sent for energy recovery in 2018/19 compared to zero 10 years ago.

Reader Information

This document may be made available in alternative formats, please contact us to discuss your requirements. Definitions of key terms used in this publication are available in [Appendix 2 – Glossary](#).

Purpose

This is an annual publication which reports finalised figures on the key measurements of local authority collected municipal waste for councils and waste management groups in Northern Ireland.

The data contained are used by local authorities, waste management groups, Devolved Administrations, UK Government and the EU to measure progress towards achieving targets from various waste strategies including:

- The revised Northern Ireland Waste Management Strategy
- The draft Programme for Government Framework 2016-2021
- The EU Waste Framework Directive

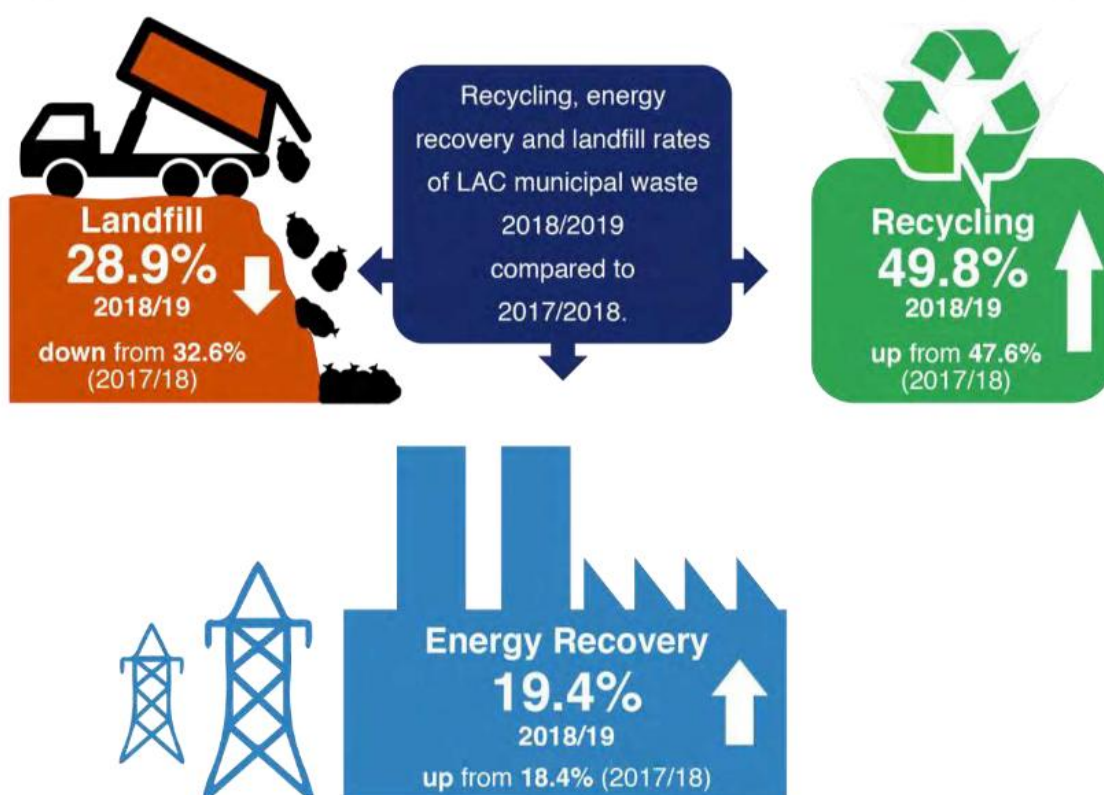
The data are also used by media, the general public and special interest groups to inform policy and lifestyle choices related to the treatment of waste.

Further details are available in [Appendix 1 – Main Uses of Data](#)

Next Updates

- Provisional figures for July to September 2019 will be available on 23 January 2020.
- Finalised data for 2019/20 are scheduled to be published in November 2020 and will supersede previously published data from the four quarterly returns for that financial year.
- The scheduled dates for all upcoming publications are available from the GOV.UK statistics release calendar: <https://www.gov.uk/government/statistics>

Northern Ireland local authority collected municipal waste management statistics annual report 2018/19



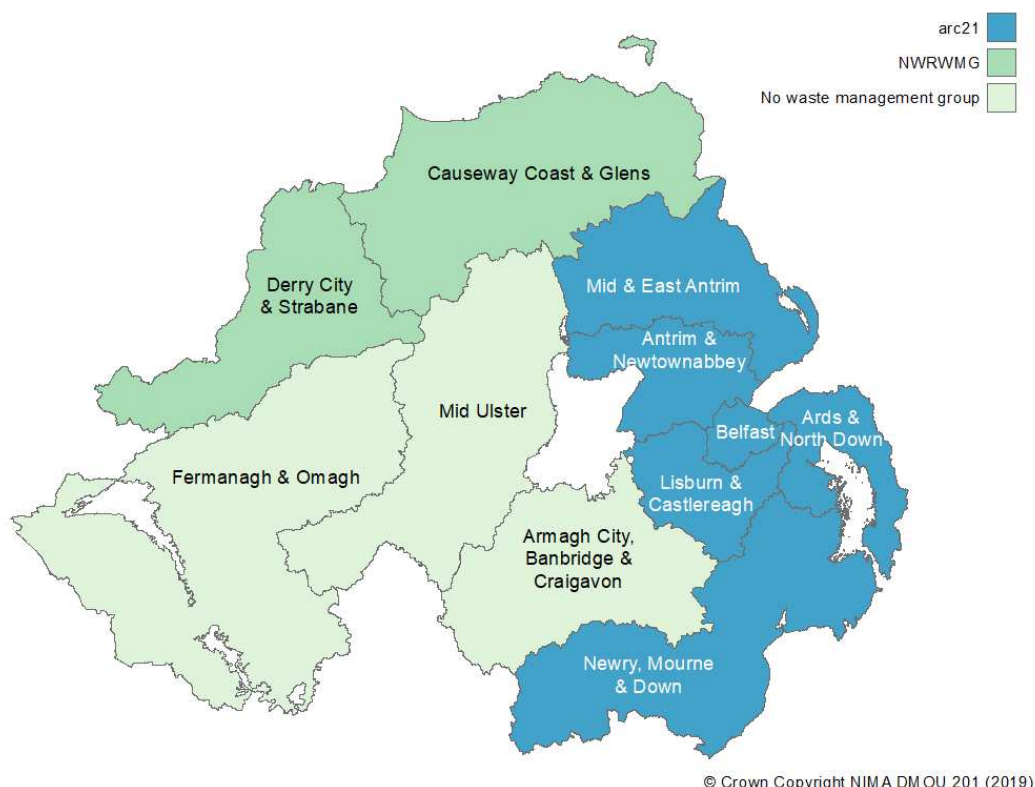
Introduction

This report presents finalised and validated information on the quantities of local authority collected (LAC) municipal waste collected and managed in Northern Ireland over the 2018/19 financial year, as well as trend data over previous years. It provides information on the quantities and rates of local authority collected municipal waste arising, sent for preparing for reuse, dry recycling, composting, energy recovery and sent to landfill. Some of these measurements are key performance indicators (KPIs). These are used to assess progress towards achieving waste strategy targets and where appropriate this is highlighted in the tables and charts.

The 26 councils covered by previous reports were reorganised into 11 new councils from 1 April 2015. This is the fourth annual release on an 11 council basis. Quarterly reports presenting provisional estimates for local authority collected municipal waste management statistics have already been published on an 11 council basis for 2015/16 to 2018/19 and quarter 1 of 2019/20. During this period in Northern Ireland, 8 of the 11 councils were split into two Waste Management Groups (WMGs) with 3 councils unaffiliated to any group. WMGs produce, develop and implement Waste Management Plans for their areas of responsibility and are an important part of the data submission process. The group with the largest share of the population is arc21 with 59 per cent. The North West Regional Waste Management Group (NWRWMG) has 16 per cent of the population with the remaining 25 per cent residing in councils belonging to no waste management group.

There are six councils in arc21: Antrim & Newtownabbey; Ards & North Down; Belfast; Lisburn & Castlereagh; Mid & East Antrim; and Newry, Mourne & Down. NWRWMG contains two councils: Causeway Coast & Glens; and Derry City & Strabane. The remaining three councils are not members of any WMG: Armagh City, Banbridge & Craigavon; Fermanagh & Omagh; and Mid Ulster.

Figure 1: Map of councils and waste management groups in Northern Ireland



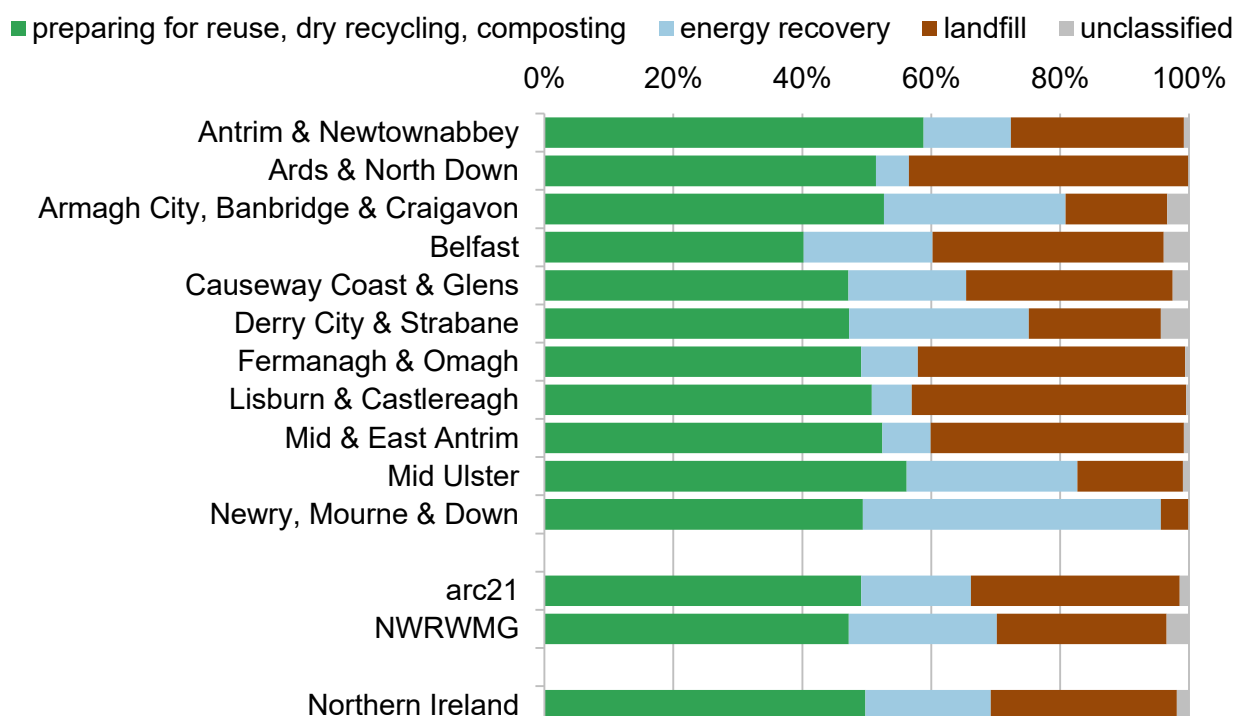
Overview

The report is split into five sections, each of which cover local authority collected (LAC) municipal and, where appropriate, household waste:

- waste arisings (pages 5-8),
- reuse, dry recycling and composting (pages 9-13),
- energy recovery (pages 14-16),
- landfill (pages 17-18), and,
- biodegradable landfill (pages 19-20).

The purpose of this overview is to show at a glance the proportions of the total LAC municipal waste arisings sent for preparing for reuse, dry recycling, composting, energy recovery and landfill.

Figure 2: LAC municipal waste preparing for reuse, dry recycling, composting, energy recovery and landfill rates by council and waste management group Northern Ireland, 2018/19



At the Northern Ireland level, 49.8 per cent of LAC municipal waste was sent for preparing for reuse, dry recycling and composting during 2018/19. Energy recovery accounted for 19.4 per cent whilst 28.9 per cent was sent to landfill. This left 1.9 per cent unaccounted for which was likely to involve moisture and/or gaseous losses. Each of the rates is discussed in detail in the appropriate section of the report.

The rate of LAC municipal waste sent for preparing for reuse, dry recycling and composting increased by 2.1 percentage points compared to 2017/18. The energy recovery rate increased by 1.0 percentage point and the landfill rate fell by 3.8 percentage points.

Household waste accounted for 88.8 per cent of total LAC municipal waste. Household waste includes materials collected directly from households via kerbside collections, material taken to bring sites and civic amenity sites as well as several other smaller sources.

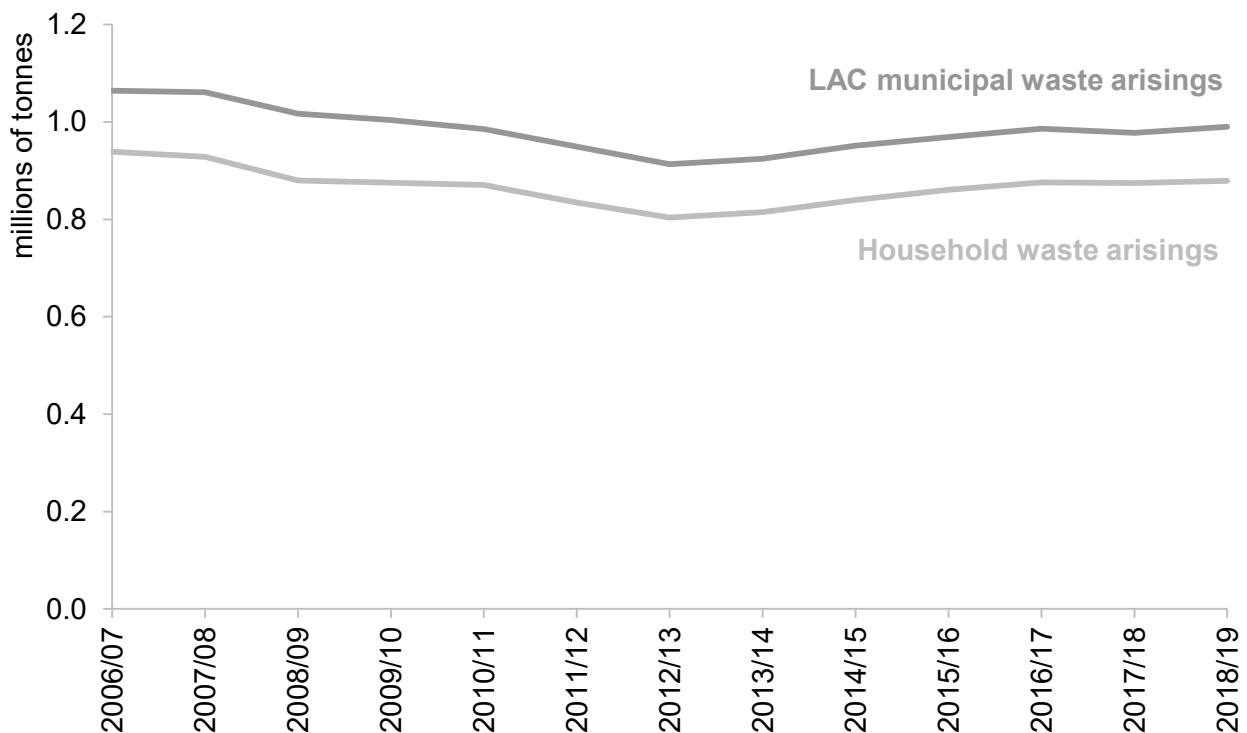
Waste Arisings

The total quantity of local authority collected (LAC) municipal waste arisings is a key performance indicator, KPI (j). This indicator is also used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015. In 2018/19, Northern Ireland's councils collected 990,233 tonnes of LAC municipal waste. This was a 1.3 per cent increase on the 977,817 tonnes collected in 2017/18.

Since 2006/07 household waste has accounted for 86-90 per cent of total LAC municipal waste. In 2018/19 household waste accounted for 88.8 per cent. Household waste includes materials collected directly from households via kerbside collections, material taken to bring sites and civic amenity sites as well as several other smaller sources. The remaining 11.2 per cent was non-household waste.

Figure 3: Waste arisings

Northern Ireland, 2006/07 to 2018/19, KPI (j)

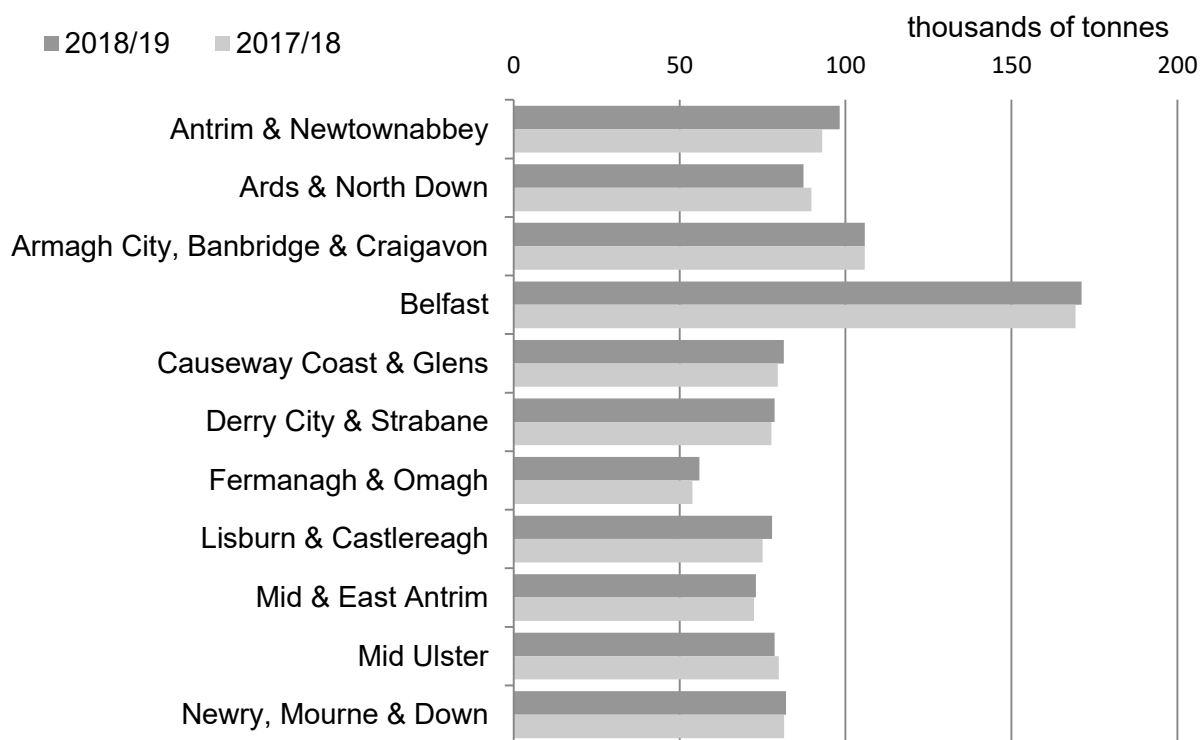


The longer term trend has seen a reduction in LAC municipal waste arisings from 1,064,090 tonnes in 2006/07 to a low of 913,546 in 2012/13, a 14.1 per cent decrease. Arisings have increased by 8.4 per cent in the six years since.

Factors affecting LAC municipal waste arisings, the majority of which is household waste, include individual household behaviours, the advice and collection services provided by councils and to some extent the state of the economy.

Figure 4: LAC municipal waste arisings by council

Northern Ireland, 2017/18 and 2018/19, KPI (j)



Note: The Northern Ireland and waste management group figures are not shown on this chart as their larger waste arisings distort the scale and make it difficult to distinguish the differences between councils. All figures are available from the data tables appendix.

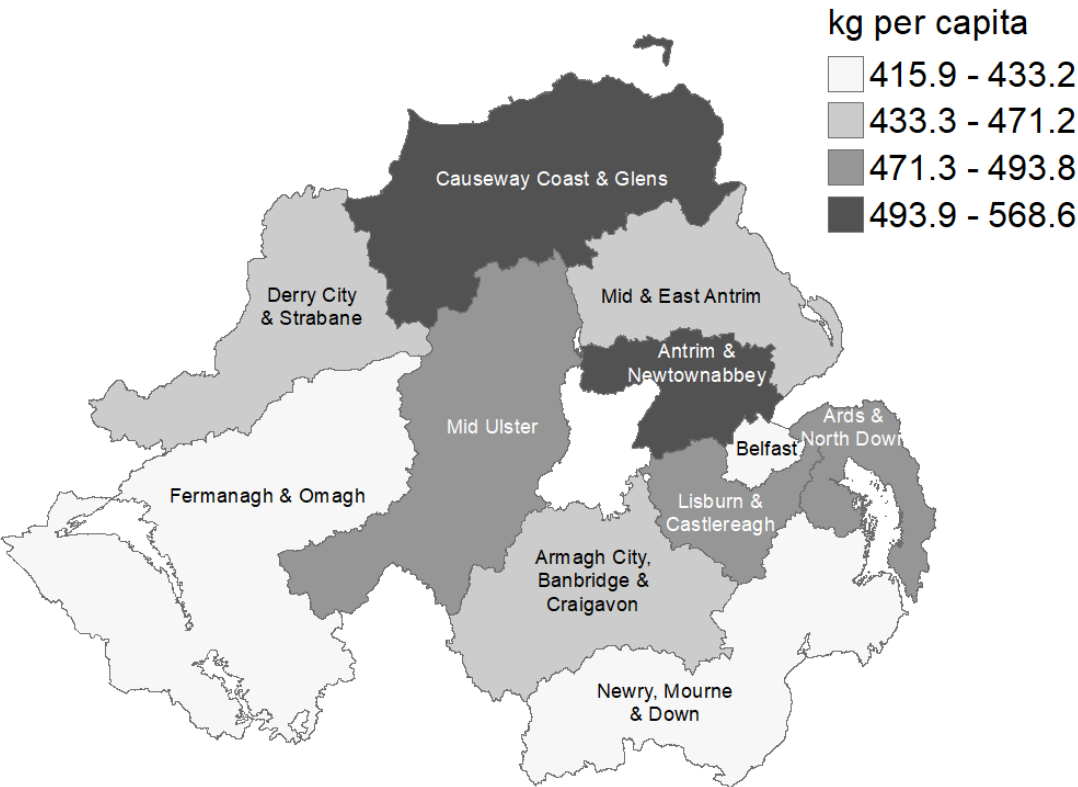
The proportion of Northern Ireland's total LAC municipal waste collected by each council broadly reflects the population within the councils. Belfast City Council had the greatest LAC municipal waste arisings in 2018/19 with 171,118 tonnes. This was 17 per cent of total Northern Ireland LAC waste arisings, with 18 per cent of the population living in this council area. Fermanagh & Omagh District Council had the lowest arisings in 2018/19 with 55,931 tonnes collected. This represented 6 per cent of total arisings during this period, the same as the proportion of the population living in this council area.

Antrim & Newtownabbey reported the largest increase in their LAC municipal waste arisings compared with last year, increasing by 5.6 per cent. Fermanagh & Omagh and Lisburn & Castlereagh reported increased LAC municipal waste arisings compared with last year by 3.9 and 3.8 per cent respectively. The largest decreases in LAC municipal waste arisings were recorded in Ards & North Down and Mid Ulster, where they fell by 2.7 and 1.5 per cent respectively.

There are two key performance indicators which look at household waste arisings in more detail by considering household waste arisings per capita, KPI (p), and per household KPI (h). In Northern Ireland there were 467 kilogrammes (kg) of household waste collected per capita (per head of population) and 1,170 kg per household during 2018/19, similar to that reported in 2017/18.

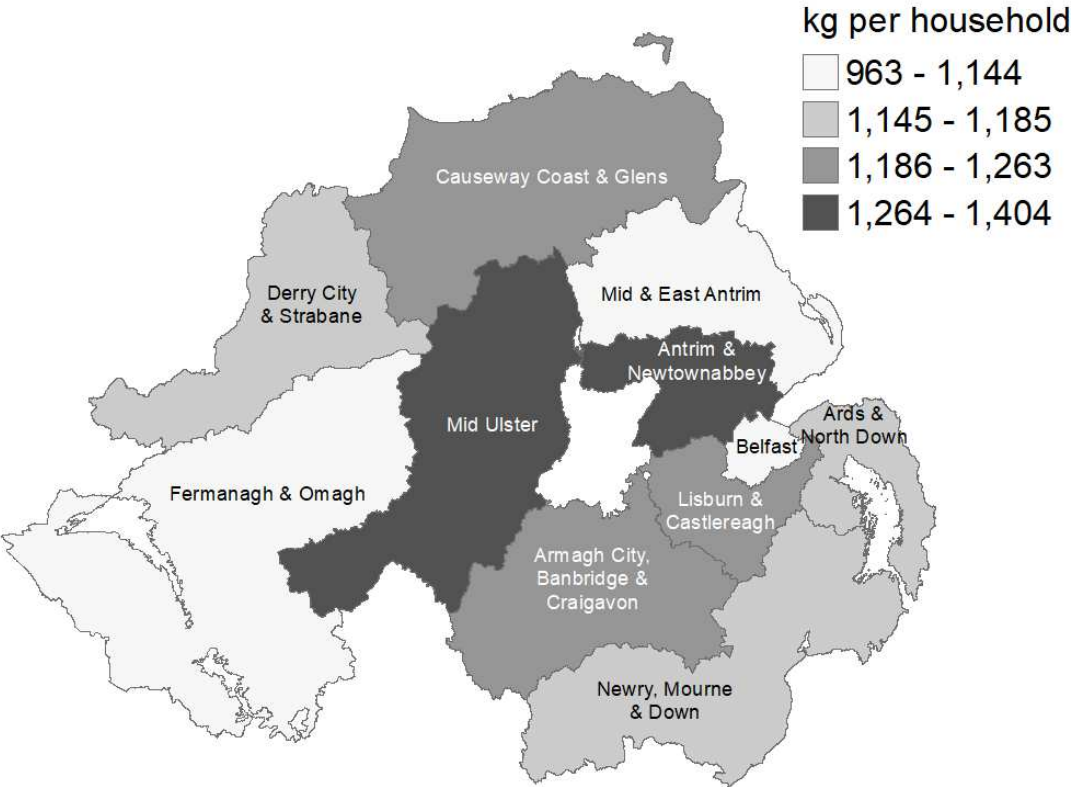
Figure 5: Household waste arisings per capita and per household by council
 Northern Ireland, 2018/19, KPIs (p) and (h)

Household waste per capita



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Household waste per household



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Belfast generated the smallest amount of household waste per capita at 416 kg in 2018/19, followed by Fermanagh & Omagh and Newry, Mourne & Down. The largest quantity was recorded in Antrim & Newtownabbey at 569kg per capita. The greatest increase in household waste per capita compared to last year was also recorded in Antrim & Newtownabbey, increasing by 3.8 per cent. Household waste per capita fell by 3.2 per cent in Ards & North Down, the largest decrease recorded.

The household waste arisings per household show a similar distribution across Northern Ireland to household waste arisings per capita with some small differences. Belfast City Council generated the smallest quantity of household waste per household at 963 kg per household. The largest quantity per household was recorded in Antrim & Newtownabbey at 1,404 kg per household.

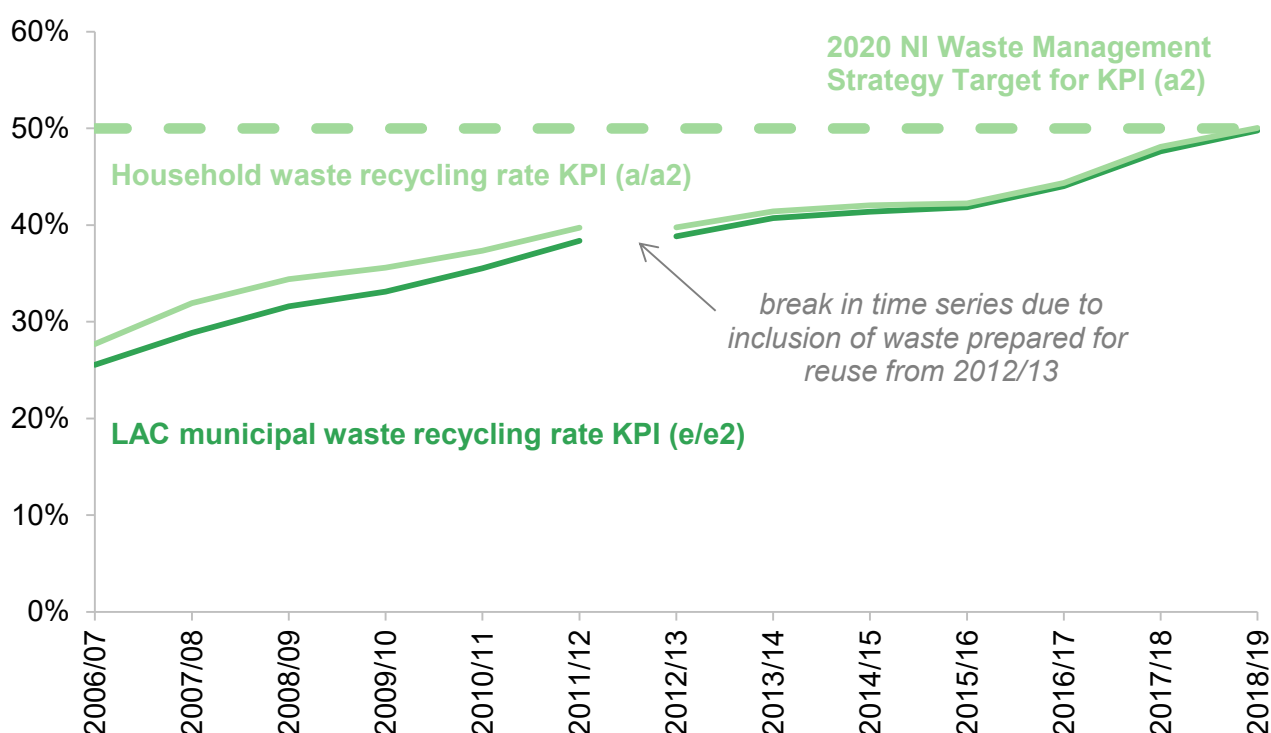
The arisings figures can be found in Tables 1 and 2 of the data tables appendix. The per capita and per household figures can be found in Table 18. All figures are also available from the [time series dataset](#).

Recycling (preparing for reuse, dry recycling and composting)

This section of the report looks at local authority collected (LAC) municipal and household waste recycling rates. Both are key performance indicators and now include waste sent for preparing for reuse, dry recycling and composting. Previously used key performance indicators KPI (a) and (e) have been modified, in line with the rest of the UK, to include waste sent for preparing for reuse, and relabelled as KPI (a2) and (e2). The impacts were small, adding 0.1-0.2 percentage points to the rates, and resulted in the break in the time series visible in Figure 6. The KPI (a2) indicator is also used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015.

In 2018/19, the tonnage of LAC municipal waste sent for preparing for reuse, dry recycling and composting (referred to as 'recycling' for the rest of this section) increased by 5.8 per cent to reach a record high of 492,957 tonnes. The LAC municipal waste recycling rate was 49.8 per cent, 2.1 percentage points higher than the recycling rate recorded in 2017/18. The dry recycling and composting rates both increased by 1.1 percentage points, whilst the tonnages sent for dry recycling and composting increased by 5.6 and 6.2 per cent respectively.

Figure 6: Waste sent for preparing for reuse, dry recycling and composting
Northern Ireland, 2006/07 to 2018/19, KPIs (a), (a2), (e), (e2)

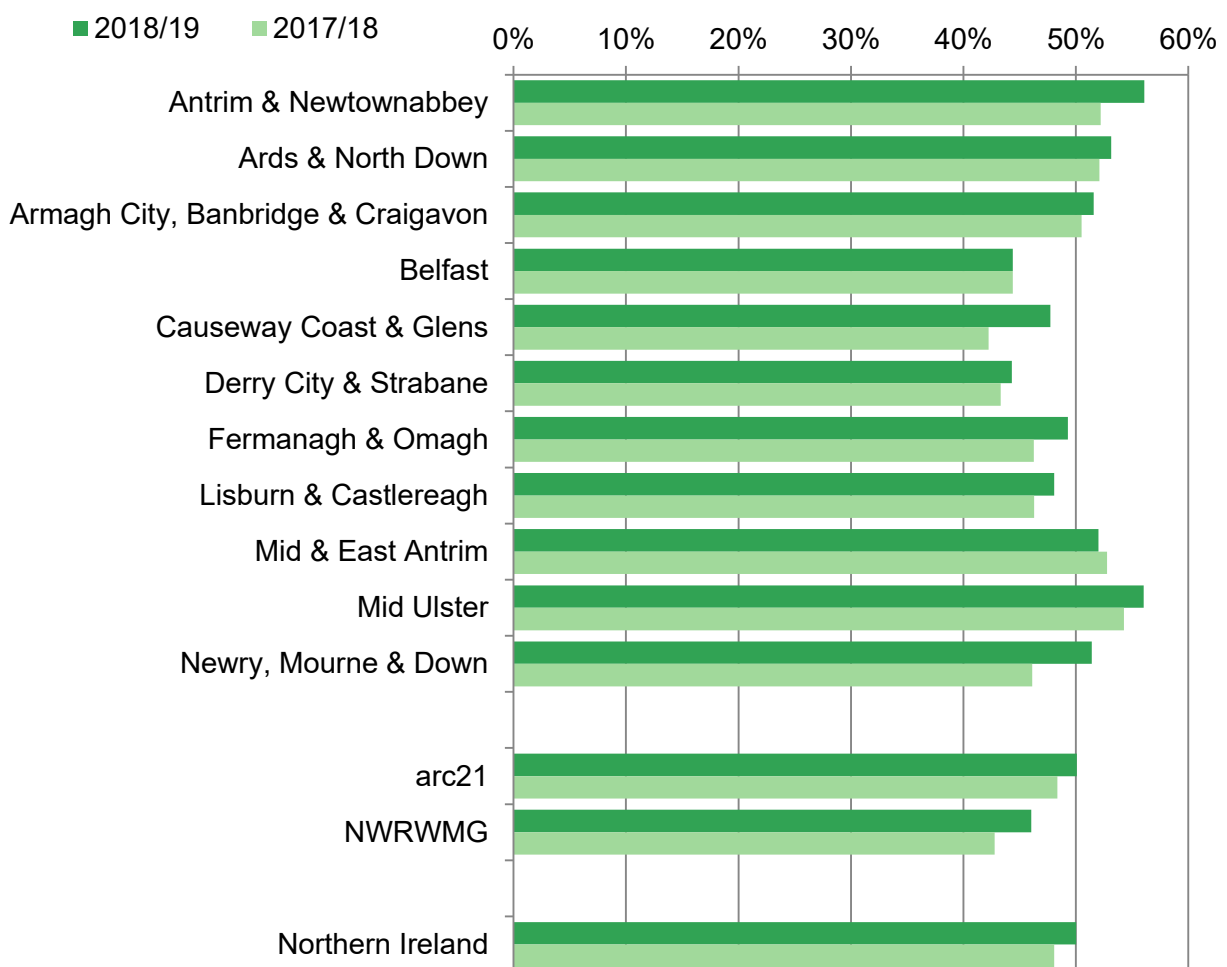


The household waste recycling rate was 50.0 per cent in 2018/19, 2.0 percentage points higher than the 2017/18 household waste recycling rate. The proportion of household waste sent for preparing for reuse was 0.2 per cent, dry recycling made up 23.9 per cent and composting was 26.0 per cent. The household waste recycling rate met the Northern Ireland Waste Management Strategy target to recycle 50% of household waste by 2020 for the first time, and is the highest household recycling rate ever recorded for Northern Ireland. Additionally, the draft Programme for Government Framework 2016-2021 contains the percentage of household waste reused, recycled or composted as a measure for

indicator 36: increase environmental sustainability under outcome 2: we live and work sustainably – protecting the environment. The household recycling rate of 50.0% is an increase of 8.0 percentage points since the baseline year for PfG reporting (2014/15) and therefore is considered as a positive change for PfG reporting.

Figure 7a compares the household recycling rates for 2018/19 and 2017/18, whilst Figure 7b illustrates changes to the component parts of the household recycling rates for each council.

Figure 7a: Household waste preparing for reuse, dry recycling and composting rate by council and waste management group
Northern Ireland, 2017/18 and 2018/19, KPI (a2)



The lowest household waste recycling rates were recorded in Derry City & Strabane at 44.3 per cent, and Belfast at 44.4 per cent. The highest household waste recycling rates were recorded in Antrim & Newtownabbey and Mid Ulster at 56.1 per cent and 56.0 per cent respectively.

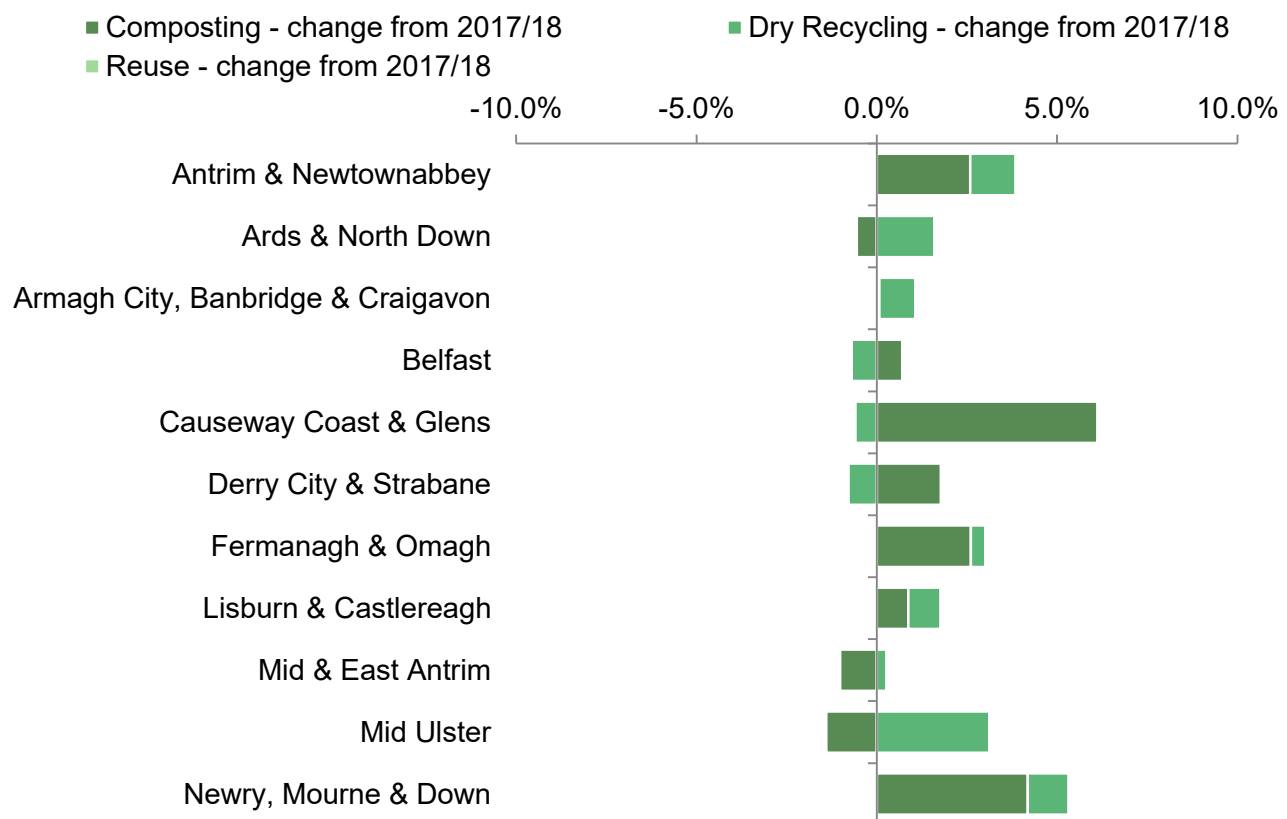
Nine councils reported increased household recycling rates compared to 2017/18, with Causeway Coast & Glens reporting the largest increase at 5.5 percentage points. The improved recycling rate for Causeway Coast & Glens can be attributed to a rise in household waste composting which increased by 6.1 percentage points to 23.5 per cent. Newry, Mourne & Down and Antrim & Newtownabbey reported increased household recycling rates by 5.3 and 3.9 percentage points respectively. Again, increases in the household waste composting rates were the biggest attributor to these improvements.

Ards & North Down, Armagh City, Banbridge & Craigavon, Derry City & Strabane, Fermanagh & Omagh, Lisburn & Castlereagh and Mid Ulster reported increased household recycling rates compared to 2017/18 by between 3.0 and 1.0 percentage points. The household waste recycling rate fell by 0.8 percentage points in Mid & East Antrim compared to 2017/18, a fall that can be attributed to a 1.0 percentage point decrease in the household waste composting rate. Belfast reported a similar household waste recycling rate to last year.

Overall, there was considerable variation between household dry recycling and composting rates. Derry City & Strabane recorded the highest dry recycling rate at 29.5 per cent, whilst Lisburn & Castlereagh recorded the lowest rate at 18.4 per cent. The highest composting rate was in Antrim & Newtownabbey at 33.5 per cent with Derry City & Strabane having the lowest rate at 14.6 per cent.

Dry recycling and composting rates remained relatively stable for most councils compared with the previous year. The largest increases were recorded in Mid Ulster where the dry recycling rate increased by 3.1 percentage points, and in Causeway Coast & Glens where the composting rate increased by 6.1 percentage points. The household waste composting rate fell 1.4 percentage points in Mid Ulster – the largest decrease reported, whilst the dry recycling rate fell 0.8 percentage points in Derry City & Strabane compared to 2017/18. Differences in composting rates across the council areas can be affected by variations in the urban-rural characteristics of the council areas. The household recycling rates for the Waste Management Groups were 50.1 per cent for arc21 and 46.0 per cent for NWRWMG, the Northern Ireland household recycling rate was 50.0 per cent.

Figure 7b: Change reported for household waste preparing for reuse rate, dry recycling rate and composting rate by council
Northern Ireland, 2018/19 compared to 2017/18



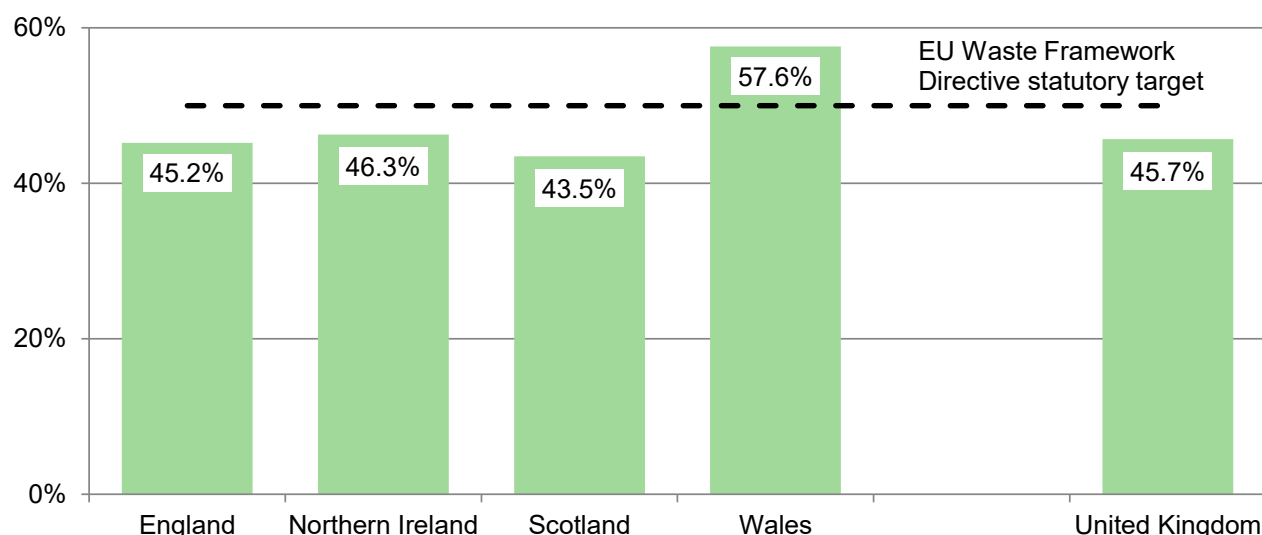
Waste from households recycling rate (including preparing for reuse and composting)

An additional recycling rate, called the waste from households recycling rate, is now also calculated. It is not a key performance indicator, but can be used to make comparable calculations between each of the four UK countries. The EU Waste Framework Directive statutory target requires member states to recycle 50 per cent of waste from households by 2020. The UK waste from households recycling rate is reported by calendar year and was 45.7% in 2017, an increase from 45.2% in 2016. The 2017 waste from household recycling rate for England was 45.2%, compared with 46.3% in Northern Ireland, 43.5% in Scotland and 57.6% in Wales.

The latest comparison for finalised annual figures (by calendar year) is shown in Figure 8, with further data available at <https://www.gov.uk/government/statistics/uk-waste-data>

Figure 8: Waste from households recycling rate (including preparing for reuse and composting)

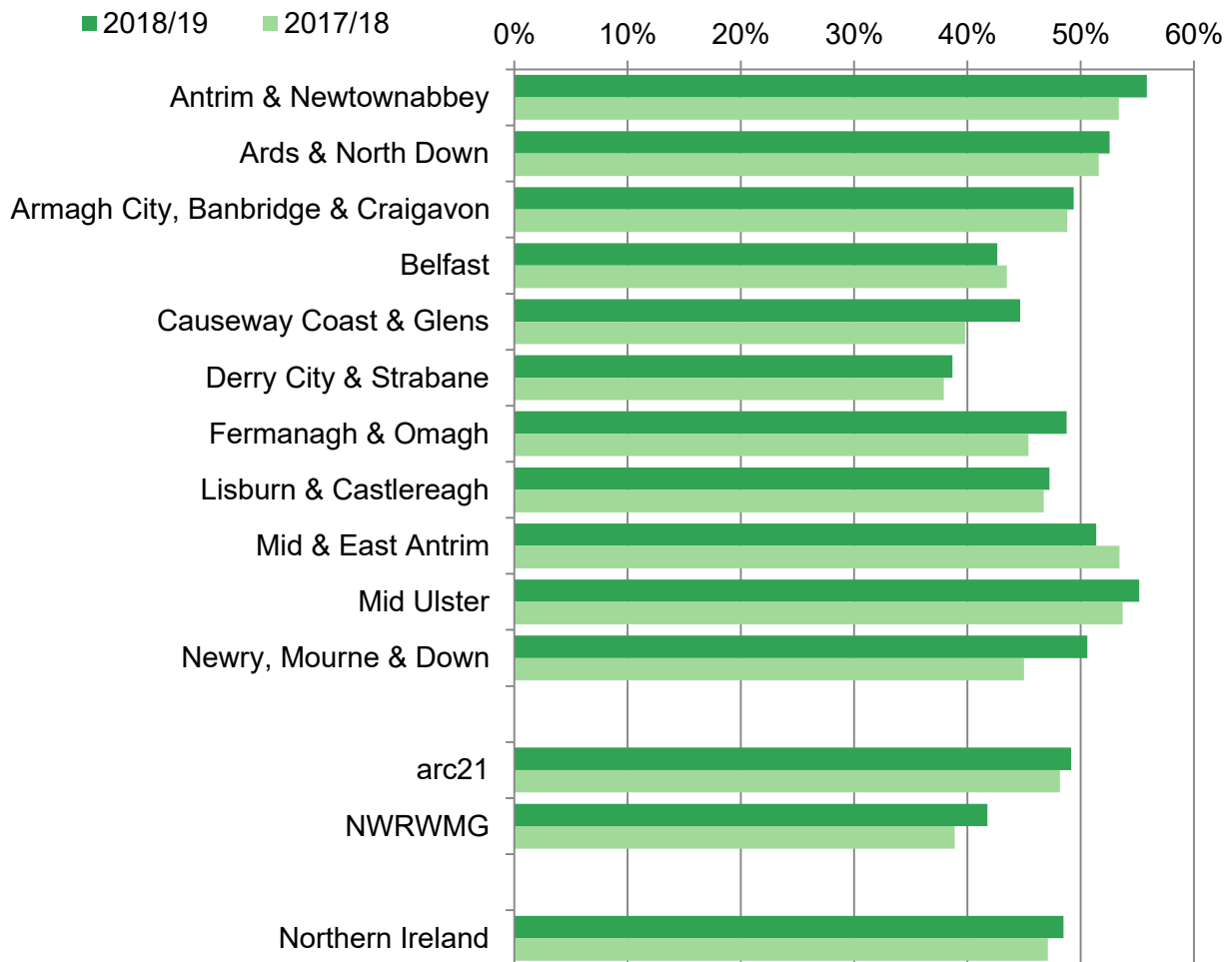
Comparison of UK Countries, 2017



The latest statistics available for waste from household in Northern Ireland are provided below and relate to the 2018/19 financial year.

In 2018/19 there were 408,962 tonnes of waste from households sent for recycling (including preparing for reuse and composting). The waste from households recycling rate was 48.5 per cent. This was an increase of 1.4 percentage points on the 47.1 per cent of waste from households sent for recycling in 2017/18.

Figure 9: Waste from households recycling rate (including preparing for reuse and composting)
Northern Ireland, 2017/18 and 2018/19



All figures for the recycling section can be found in the accompanying data tables spreadsheet and also in the [time series dataset](#).

- Tables 3 and 4 (LAC municipal waste recycling)
- Tables 16 and 17 (Household waste recycling)
- Table 23 (Waste from household recycling)

Energy recovery

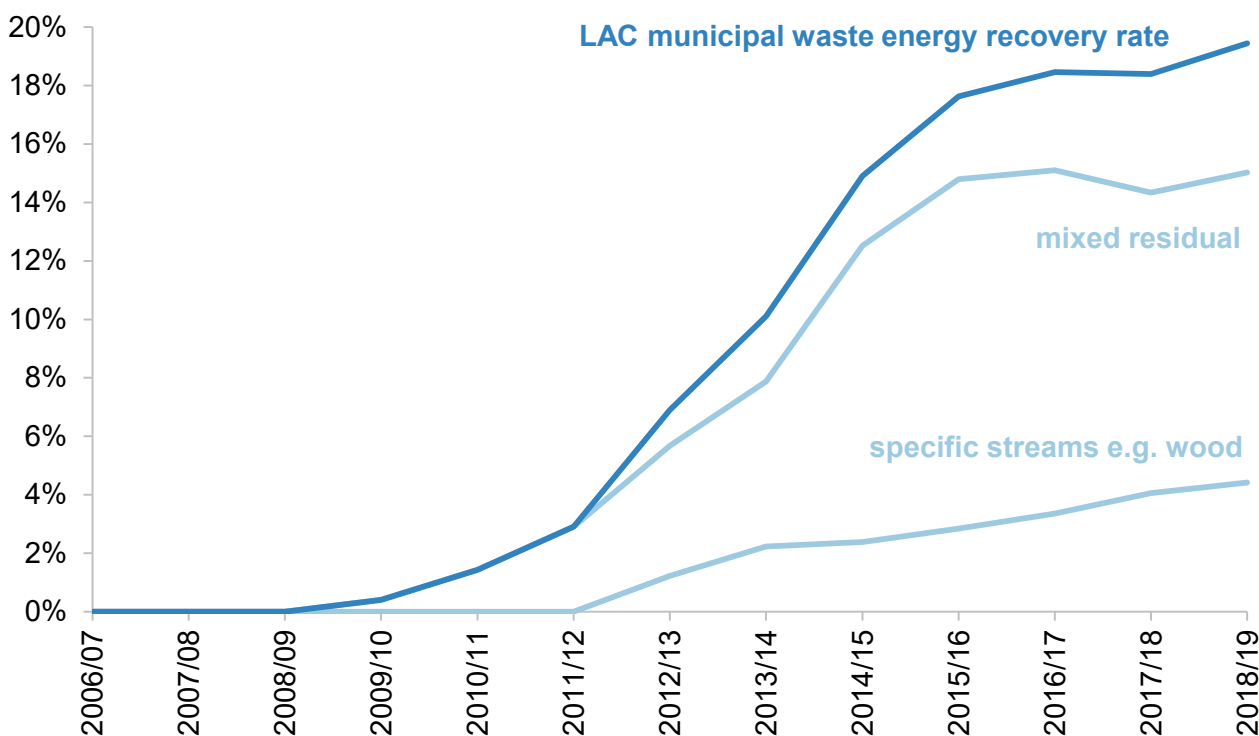
Energy Recovery via incineration

This annual report includes figures on energy recovery, which is the term used when value is gained from waste products by converting them into energy. All energy recovery figures reported in this section are derived from material sent for energy recovery via incineration, although other technologies exist. Energy recovery via anaerobic digestion is discussed at the end of this section. For more information see *Energy Recovery Data* in the *Data Developments* section of the user guidance.

In 2018/19, 192,537 tonnes of LAC municipal waste arisings were sent for energy recovery. This gave a LAC municipal waste energy recovery rate of 19.4 per cent, higher than the 18.4 per cent recorded in 2017/18. In each year, the majority was mixed residual LAC municipal waste with a smaller proportion from specific streams, e.g. wood.

Figure 10: LAC municipal waste sent for energy recovery

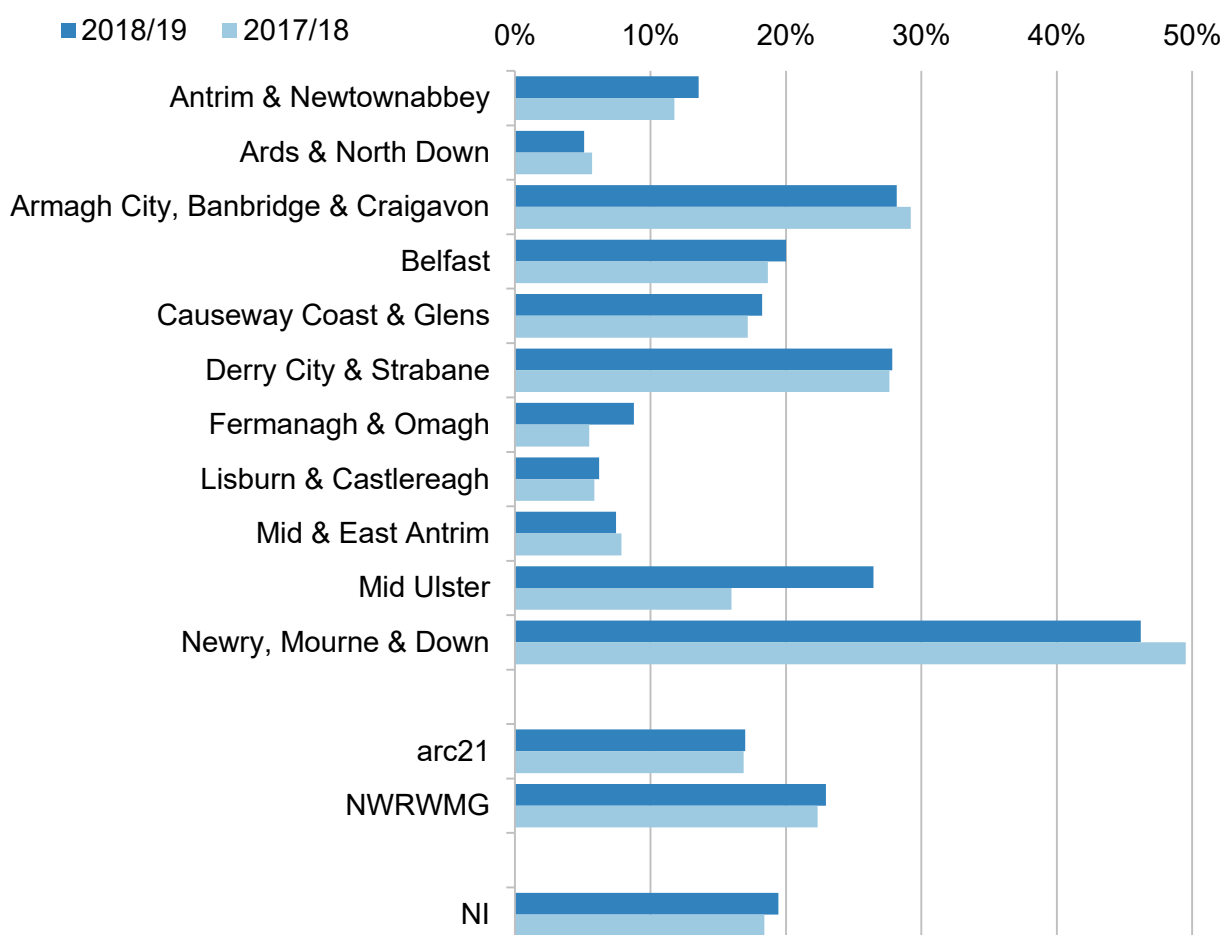
Northern Ireland, 2006/07 to 2018/19



There was zero, or very small quantities, of LAC municipal waste sent for energy recovery before 2009/10. Strong growth followed from 2010/11, with the energy recovery rate increasing from 0.4 per cent in 2009/10 to 19.4 per cent in 2018/19.

Mixed residual LAC municipal waste sent for energy recovery is combustible residual waste collected from the kerbside and from civic amenity sites and processed into refuse derived fuel at material recovery facilities. The specific streams element of energy recovery is mostly wood but also includes furniture, carpets and mattresses, mostly collected from civic amenity sites.

Figure 11: LAC municipal waste energy recovery by council and waste management group
Northern Ireland, 2017/18 and 2018/19



Newry, Mourne & Down had the highest energy recovery rate in 2018/19 at 46.2 per cent, a decrease of 3.3 percentage points on last year. This can be attributed to a fall in mixed residual LAC municipal waste. The lowest energy recovery rate was 5.1 for Ards & North Down, a decrease of 0.6 percentage points on 2017/18.

Five councils reported an increase in the energy recovery rate in 2018/19 compared to 2017/18, the largest of which was in Mid Ulster at 10.5 percentage points. Antrim & Newtownabbey, Belfast, Causeway Coast & Glens and Fermanagh & Omagh reported increases between 3.3 and 1.1 percentage points.

For Armagh City, Banbridge & Craigavon, Belfast, Causeway Coast & Glens, Derry City & Strabane, Mid Ulster and Newry, Mourne & Down, energy recovery for mixed residual waste accounted for a greater proportion of their total energy recovery than specific streams such as wood. Antrim & Newtownabbey had the highest energy recovery rate for specific streams at 7.2 per cent whilst Newry, Mourne & Down had the highest energy recovery rate for mixed residual waste at 42.3 per cent.

The NWRWMG had an energy recovery rate of 23.0 per cent, up from 22.3 per cent in 2017/18, and higher than that of arc21 which at 17.0 per cent remained similar to last year.

Generating energy from waste by incineration is preferable to landfill, although preparing for reuse, dry recycling and composting are preferable to both.

Energy Recovery via Anaerobic Digestion

The tonnages relating to energy recovery from material undergoing anaerobic digestion are still accounted for under the recycling section since the vast majority of the tonnage of waste undergoing this process eventually ends up as a compost (once the methane generated from the anaerobic digestion process has been collected). Table 13 in the data tables appendix shows the amount of food waste anaerobically treated to recover energy before ending up as a compost.

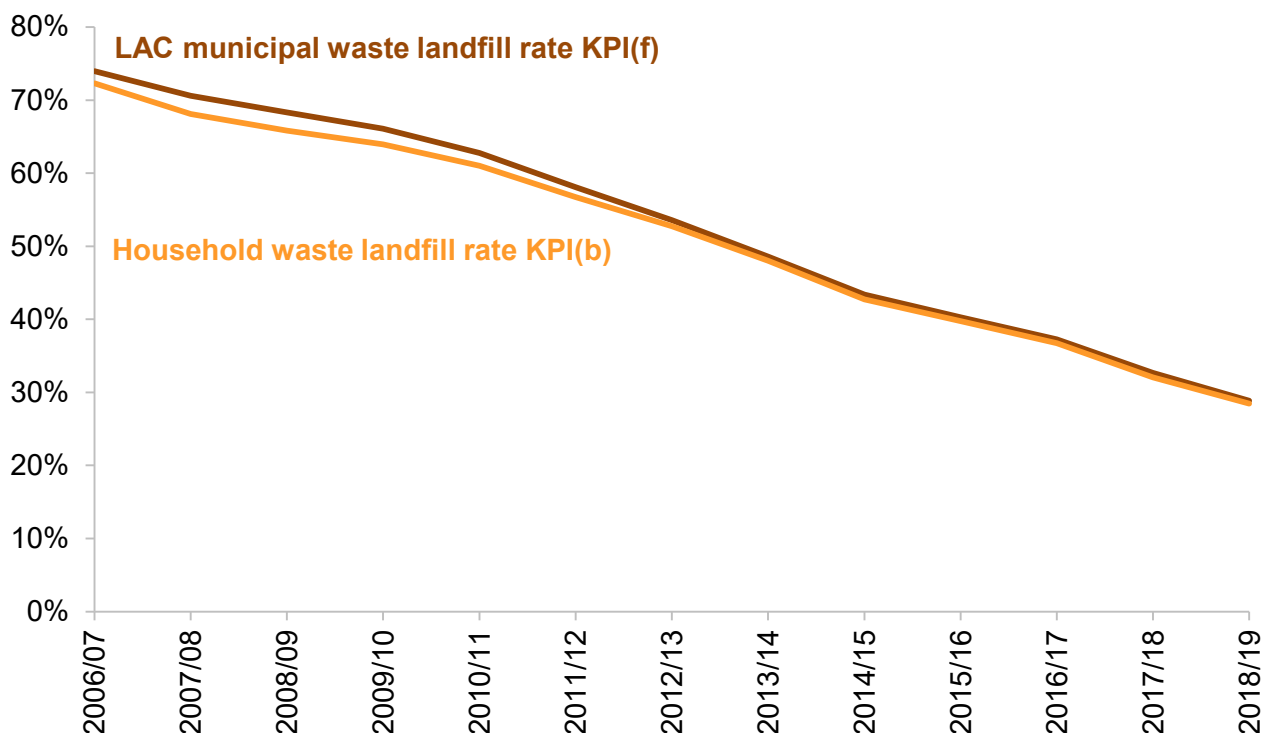
These figures can be found in Tables 3, 4 and 13 of the data tables appendix and in the [time series dataset](#).

Landfill

The quantity of LAC municipal waste sent to landfill decreased by 10.4 per cent from 319,212 to 285,905 tonnes between 2017/18 and 2018/19. This gave a landfill rate of 28.9 per cent for 2018/19, 3.8 percentage points lower than the 32.6 per cent recorded in 2017/18 and the lowest ever recorded. Similarly, the landfill rate for household waste has recorded a new low of 28.4 per cent in 2018/19, a drop of 3.6 percentage points on the 2017/18 rate of 32.0 per cent and a fall from a high of 72.3 per cent in 2006/07.

Figure 12: Waste sent to landfill

Northern Ireland, 2006/07 to 2018/19, KPIs (b) and (f)

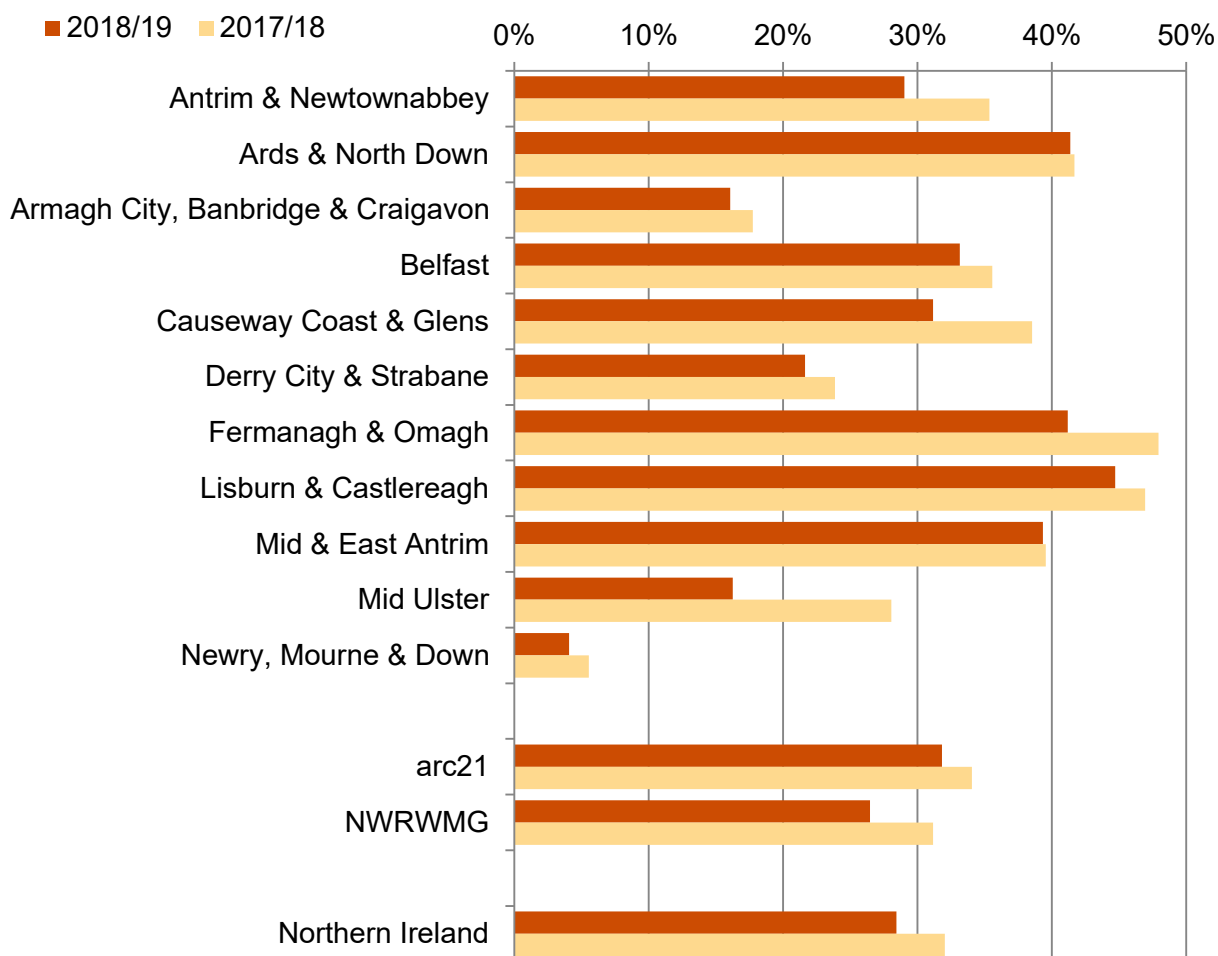


The NWRWMG had a LAC municipal waste landfill rate of 26.4 per cent, 2.5 percentage points lower than the Northern Ireland rate, and 4.4 percentage points lower than recorded in 2017/18. Arc21's LAC municipal waste landfill rate was higher than the Northern Ireland rate at 32.4 per cent, however it fell by 2.7 percentage points compared to 2017/18.

Nine councils recorded a decrease in their household landfill rate compared to last year. Decreases ranged from 11.8 percentage points in Mid Ulster to 1.5 percentage points in Newry, Mourne & Down. The household landfill rates were similar in Ards & North Down and Mid & East Antrim to those recorded in 2017/18.

Newry, Mourne & Down recorded the lowest landfill rate at 4.1 per cent, one seventh of the Northern Ireland rate of 28.4 per cent. Whilst Lisburn & Castlereagh's household landfill rate decreased by 2.2 percentage points compared to 2017/18, the 44.7 per cent reported for 2018/19 was higher than in any other council.

Figure 13: Household waste landfilled by council and waste management group
Northern Ireland, 2017/18 and 2018/19, KPI (b)



The statutory requirement for all councils in Northern Ireland to provide households with a container for food to enable its separate collection contributed to the drop in landfill rates, though increasing energy recovery rates for some councils also contributed. Material, mainly from residual waste treatment, can be sent for energy recovery in the form of refuse derived fuel (RDF) which diverts it from landfill. Landfill Tax for household waste continues to be the main driver for local authorities to reduce landfill. Other considerations include a limit on the amount of biodegradable LAC municipal waste as measured by KPI (g). Generating energy from waste by incineration is preferable to landfill, although recycling and reuse are preferable to both. This data and more information including collection method can be found in the data tables appendix. Tables 3 and 4 cover LAC municipal waste and Tables 16 and 17 cover household waste. The data are also available from the [time series dataset](#).

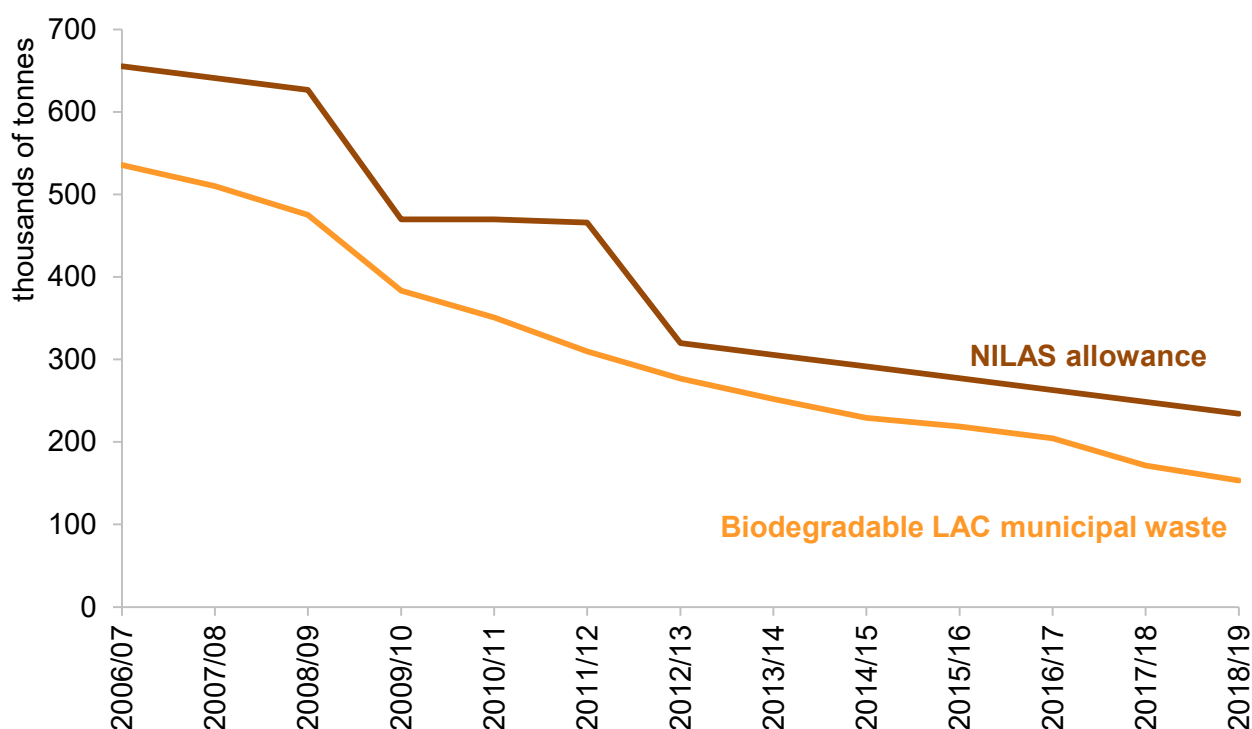
Biodegradable local authority collected municipal waste to landfill

Article 5(2) of the EC Landfill Directive (1999/31/EC) requires member states to reduce the amount of biodegradable municipal waste sent to landfill, setting challenging targets. The Landfill Allowance Scheme (NI) Regulations 2004 (as amended) place a statutory responsibility on councils, in each scheme year, to landfill no more than the quantity of biodegradable LAC municipal waste (BLACMW) for which they have allowances. In order to ensure compliance with these targets, the amount of biodegradable LAC municipal waste sent to landfill, KPI (g), is monitored. This indicator is also used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015.

Under the Northern Ireland Landfill Allowance Scheme (NILAS) regulations councils have been allocated a number of allowances (each allowance represents 1 tonne of BLACMW) for each year until 2019/20. However in any scheme year a council may transfer allowances to other councils in order to ensure that each council does not exceed the amount it is permitted to send to landfill. Transfers of allowances are not included in the provisional quarterly figures but are included in these finalised annual figures. More information on the NILAS regulations can be found on the DAERA website:

<https://www.daera-ni.gov.uk/articles/northern-ireland-landfill-allowance-scheme-nilas>

Figure 14: Biodegradable LAC municipal waste sent to landfill
Northern Ireland, 2006/07 to 2018/19, KPI (g)



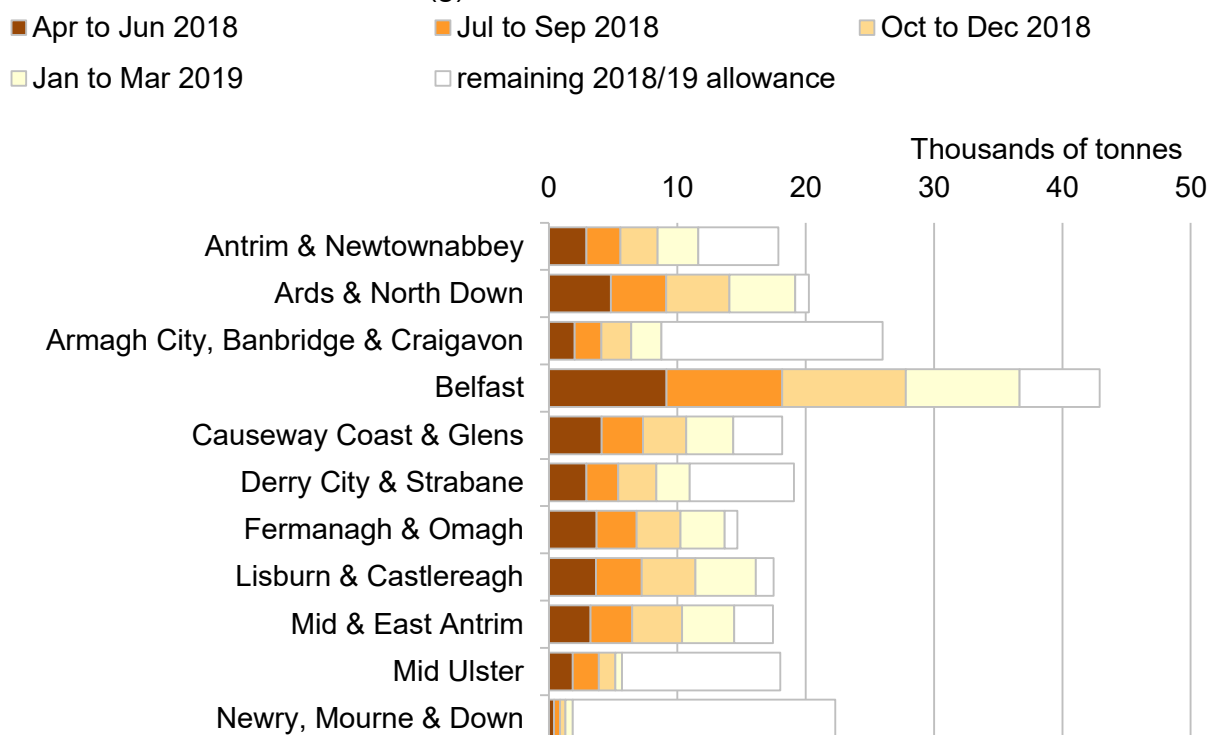
There were 153,323 tonnes of BLACMW sent to landfill during 2018/19. This was 10.5 per cent lower than the 171,295 tonnes sent in 2017/18, and 65 per cent of the allowance used compared to 69 per cent in 2017/18. The 2018/19 NILAS allowance (234,284 tonnes) was 5.7 per cent lower than the 2017/18 allowance (248,570 tonnes).

The amount of BLACMW sent to landfill in 2018/19 has fallen by 71.4 per cent compared with the amount sent in 2006/07. Whilst the tonnage of biodegradable LAC municipal waste being sent to landfill is decreasing in line with the allocation, the proportion of the allocation used in previous years has varied between 66 per cent and 86 per cent. In 2018/19, 65 per cent of the allocation was used.

Councils within arc21 used 72.2 per cent of their total allocation, similar to 2017/18, whilst councils within NWRWMG used 68.0 per cent of their allocation, a decrease of 10.6 percentage points from 2017/18. If comparing the extent to which allowances have been used against last year, it is important to note that there has been a reduction in the allocations in 2018/19.

Figure 15: Biodegradable LAC municipal waste landfilled by council and waste management group

Northern Ireland, 2018/19, KPI (g)



Note: The Northern Ireland and waste management group figures are not shown on this chart as their figures distort the scale and make it difficult to distinguish differences between councils. The figures are available from the data tables.

There is considerable variation between councils in the proportion of the 2018/19 allowance used, although there were no transfers of allowances required between councils in 2018/19. Newry, Mourne & Down used the lowest share of its annual allocation at 8.3 per cent, a fall of 2.8 percentage points compared to 2017/18. Ards & North Down used 94.7 per cent of their 2018/19 allowance, up from 87.8 per cent in 2017/18 and the highest reported. Mid Ulster and Causeway Coast & Glens reported the largest decreases in the proportion of their allocation used compared to last year at 21.4 and 19.5 percentage points respectively.

This data can be found in Table 21 of the data tables appendix and in the [time series dataset](#).

Northern Ireland Key Performance Indicators 2018/19

Key Performance Indicators (KPIs) are a set of measures used to gauge performance in terms of meeting waste strategy targets. They were originally defined in the Environment and Heritage Service (now the Northern Ireland Environment Agency) municipal waste data monitoring and reporting: interim guidelines, published in March 2003.

The table below has been included to help users find a specific KPI value or location in the report or data tables. Previously used key performance indicators KPIs (a) and (e) have been modified, in line with the rest of the UK, to include waste sent for preparing for reuse, and relabelled as KPI (a2) and (e2).

KPI	Performance during 2018/19	Section in report and Appendix Table
a2	50.0 per cent of household waste sent for recycling (including composting and preparing for reuse)	Recycling (pages 9-13) Data table 17a
b	28.4 per cent of household waste landfilled	Landfill (pages 17-18) Data table 17b
e2	49.8 per cent of LAC municipal waste sent for recycling (including composting and preparing for reuse)	Recycling (pages 9-13) Data table 4a
f	28.9 per cent of LAC municipal waste landfilled	Landfill (pages 17-18) Data table 4b
g	153,323 tonnes of biodegradable LAC municipal waste landfilled	Biodegradable landfill (pages 19-20) Data table 21a
h	1,170 kg of household waste generated per household	Waste arisings (pages 5-8) Data table 18
j	990,233 tonnes of LAC municipal waste generated	Waste arisings (pages 5-8) Data table 1
m	See Tables 22i and 22ii for capture rates by primary waste category	Data tables 22i and 22ii
n	1.3 per cent increase in LAC municipal waste generated	Waste arisings (pages 5-8) Data table 2
p	467 kilogrammes of household waste generated per capita	Waste arisings (pages 5-8) Data table 18

The fully validated figures that are published in the annual report have undergone audit by the Northern Ireland Environment Agency (NIEA) and further validation by Statistics and Analytical Services Branch (SASB) in the Department of Agriculture, Environment and Rural Affairs (DAERA). The annual validation acts as a check that all issues raised at the quarterly validation stage have been addressed. Additional validation checks incorporated later in the working year are then also applied backwards to all quarters in the reporting year via the annual validation.

The table below outlines the differences between finalised data in this annual report and the provisional twelve-month rolling figures and time series dataset for April 2018 to March 2019 presented in the data tables for the [January to March 2018 quarterly report](#).
(Data tables - Table 18)

Comparison of provisional and final figures for 2018/19 key performance indicators

KPI	Definition	2018/19 provisional	2018/19 finalised	difference
a2	Percentage of household waste sent for recycling (including composting and preparing for reuse)	50.0 per cent	50.0 per cent	0.04 percentage points
b	Percentage of household waste sent to landfill	28.6 per cent	28.4 per cent	-0.15 percentage points
e2	Percentage of LAC municipal waste sent for recycling (including composting and preparing for reuse)	49.7 per cent	49.8 per cent	0.10 percentage points
f	Percentage of LAC municipal waste landfilled	29.1 per cent	28.9 per cent	-0.21 percentage points
g	Reported biodegradable LAC municipal waste sent to landfill	153,512	153,323	189 tonnes (0.12 per cent)
h	Annual household waste collected per household	1,172	1,170	2 kg (-0.17 per cent)
j	LAC municipal waste arisings	988,440	990,233	1,793 tonnes (0.18 per cent)
m	Capture rates	See Tables 22i and 22ii for capture rates by primary waste category		
n	LAC municipal waste arisings growth rate	1.1 per cent	1.3 per cent	0.18 percentage points
p	Annual household waste collected per capita	468	467	-0.77 kg per capita (0.17 per cent)

The differences between provisional and final figures are small but arise due to the additional validations carried out before the finalisation of this annual publication.

Progress against targets

Data contained in this release are published primarily to provide an indication of the progress towards achieving waste strategy targets. They allow for the assessment of the performance of the councils and waste management groups in Northern Ireland in managing waste arisings, recycling, composting and landfill.

Overview of progress against targets

Indicator	Source	Progress/ Outcome
To achieve a recycling rate of 45 per cent (including preparing for re-use) of household waste by 2015	Targets 1, 2 & 3 on p39 of the revised Northern Ireland Waste Management Strategy	KPI (a2) Target first met in 2017/18 – 48.1 per cent Target met in 2018/19 – 50.0 per cent
To achieve a recycling rate of 50 per cent (including preparing for re-use) of household waste by 2020	As above	KPI (a2) Target met in 2018/19 – 50.0 per cent
To achieve a recycling rate of 60 per cent (including preparing for re-use) of LACMW by 2020	As above	KPI (e2) Progress in 2018/19 – 49.8 per cent
To landfill no more than 234,284 tonnes of biodegradable LACMW by the end of March 2019.	Article 3 of The Landfill (Scheme Year and Maximum Landfill Amount) Regulations 2004	KPI (g) Target met in 2018/19 – 153,323 tonnes (65 per cent of allowance used)
To landfill no more than 220,000 tonnes of biodegradable LACMW by the end of March 2020.	As above	Target met in 2018/19 – 153,323 tonnes (65 per cent of allowance used)
Percentage household waste that is reused, recycled or composted.	Indicator 36 of the draft Programme for Government Framework 2016-2021	8.0 percentage points higher than 2014/15 baseline figure – positive change

Appendix 1: User Guidance

This statistical release is part of a regular data series presenting finalised information on local authority collected municipal waste managed in Northern Ireland.

Description of data

Local authority collected municipal waste (LACMW) data in Northern Ireland. This is municipal waste which is collected under arrangements made by a district council.

Main Uses of Data

Data contained in this release are published primarily to provide an indication of the progress towards achieving waste strategy targets. They allow for the assessment of the performance of the councils and waste management groups in Northern Ireland in managing waste arisings, recycling, composting and landfill. Targets are set for an annual period and performance against targets is considered in the Progress against targets section.

The revised Northern Ireland Waste Management Strategy sets out targets for the management of local authority collected municipal waste.

- To achieve a recycling rate of 45 per cent (including preparing for re-use) of household waste by 2015.
- To achieve a recycling rate of 50 per cent (including preparing for re-use) of household waste by 2020.
- Proposals to achieve a recycling rate of 60 per cent (including preparing for re-use) of LACMW by 2020.

<https://www.daera-ni.gov.uk/articles/waste-management-strategy>

The draft Programme for Government Framework 2016-2021 contains 'percentage of household waste that is recycled or composted' as a measure for indicator 36: increase household waste recycling. The second consultation on this

framework opened on 28 October 2016 and closed on 23 December 2016.

The Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015 came into operation on 28 September 2015. It contains three waste management indicators which correspond to KPIs (a2), (g) and (j) in this publication.

The EU Waste Framework Directive statutory target requires member states to recycle 50 per cent of waste from households by 2020.

The data are also used to assess performance against the Landfill Directive targets.

<http://www.ciwm.co.uk/ciwm/knowledge/landfill-directive.aspx>

This annual report provides final validated information on several key performance indicators (KPIs) used to assess progress towards achieving local authority collected municipal waste targets.

The waste data may help to inform particular lifestyle choices of the public, specifically decisions about how to treat their waste. This information feeds into Northern Ireland specific and UK wide research projects and articles carried out and published by Waste and Resource Action Programme (WRAP) – see the following web resources for more information:

<https://www.recyclenow.com/ni>
<http://www.wrap.org.uk/>
<http://laportal.wrap.org.uk/>

These projects are funded by each of the governments within the UK and the EU. The results of research by WRAP assist governments to devise strategies to deal with issues such as using resources sustainably, helping people to recycle more and to waste less both at home and

at work, offering economic as well as environmental benefits.

Additionally, waste management information is used to inform the media, special interest groups such as the Chartered Institute of Waste Management (CIWM) which is the professional body representing waste and resource professionals, academics, for example those who would have an interest and/or involvement in the WRAP research mentioned above, and by DAERA to respond to parliamentary / assembly questions and ad hoc queries from the public.

The Northern Ireland Neighbourhood Information Service (NINIS) provides access to waste information with the aim of making it available to as wide an audience as possible by providing interactive charts and mapping facilities that enable the statistics to be interpreted readily in a spatial context.

[http://www.ninis2.nisra.gov.uk/InteractiveMaps/Agriculture per cent20and per cent20Environment/Environment/Local per cent20Authority per cent20Collected per cent20Municipal per cent20Waste per cent20Recycling/atlas.html](http://www.ninis2.nisra.gov.uk/InteractiveMaps/Agriculture%20and%20Environment/Environment/Local%20Authority%20Collected%20Municipal%20Waste%20Recycling/atlas.html)

Local Government Reorganisation

The 26 councils covered by previous reports were reorganised into 11 new councils from 1 April 2015. Prior to this, we consulted with users of the report, the proposed changes and summary of responses are available on the Statistics and Analytical Services Branch (SASB) website <https://www.daera-ni.gov.uk/consultations/proposed-changes-northern-ireland-local-authority-collected-municipal-waste-management-statistics>

At that stage the opportunity was also taken to update the report using feedback from NISRA's peer review group.

Data Developments

Key Performance Indicators (a) and (e)

Prior to 2015/16, Northern Ireland recycling KPIs did not include waste sent for preparing for reuse, unlike the other UK devolved administrations. Waste sent for preparing for reuse has been added to the calculations of these KPIs and they have been renamed KPI (a2) and KPI (e2). This change has been backdated to include data from 2012/13 onwards and allows comparisons across time to be made for these KPIs.

The difference this makes to the quantity of waste recycled is small. During 2018/19 this change added on 1,437 tonnes of waste sent for preparing for reuse to the recycling total. This added 0.2 and 0.1 percentage points to the KPI (a) and KPI (e) rates respectively.

These measures are now more consistent with the rest of the UK and more consistent with the definition of the targets in the Waste Management Strategy 2020 and the Local Government (Performance Indicators and Standards) Order (NI) 2015, which include waste sent for preparing for reuse.

Waste from households recycling rate

In Northern Ireland, the household recycling rate is based on 'household waste' as defined in the Waste and Contaminated Land (NI) Order 1997 (the 1997 Order) and Schedule to the Controlled Waste and Duty of Care Regulations (NI) 2013. The new 'waste from households' recycling rate has been introduced for statistical purposes to provide a harmonised UK indicator with a comparable calculation in each of the four UK countries.

This 'waste from households' measure has been added to the report and data tables to enable UK comparisons. However the main focus of this report is still the previous 'household waste' definition because it is the measure most directly related to current Northern Ireland

policy targets. There are targets in the revised Waste Management Strategy, the 2015-16 Programme for Government and the Local Government (Performance Indicators and Standards) Order (NI) 2015 that reference the prior 'household waste' definition.

There is a difference between 'household waste' and 'waste from households'. The latter has a generally narrower definition than the former. There are a number of sources of waste that were considered under 'household waste' that are not considered by 'waste from households', for example waste from street recycling bins and street cleaning. More information is available from the 'waste from households' calculation guidance on the WDF website.

http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/OtherGuidanceNotes/WfHrecyclingguidanceNI_v2.pdf

Analysis using 2018/19 data has shown that the 'waste from households' rate is 1.5 percentage points lower than the 'household waste' recycling rate at the Northern Ireland level. However, the difference between these rates vary across councils, with the waste from households being between 5.6 and 0.3 percentage points lower than the household waste. The time series file allows the difference in these rates to be compared over quarters and across councils.

Data Sources

Waste Management Data

The information presented in this report is taken from WasteDataFlow (WDF), a web based system for local authority collected municipal waste reporting by UK local authorities to central government. The data are based on returns made to WDF (relating to approximately 40 questions on local authority collected municipal waste management) by councils, within two months of the end of each quarter.

It is increasingly rare that residual waste may still be disposed of directly to landfill. Waste is collected by the councils directly from the kerbside and some civic amenity sites; third parties under contract to the council also collect from the remaining civic amenity sites and almost all of the bring banks. Some larger councils use intermediate bulking up stations where the waste is weighed both coming into and leaving the transfer station. In all cases the waste is weighed on arrival at treatment sites for recovery e.g. Material Recovery Facilities (MRFs) and/or disposal e.g. landfill sites.

MRFs, which sort the co-mingled waste into different resource streams, almost always have more than one input source and so the weighed tonnages of each stream coming out of the plant are assigned pro-rata to each source i.e. based on their input tonnages as a percentage of all input tonnages for that period. Weighbridge dockets are generated which form the basis for statutory Waste Transfer Notes (WTNs) as the waste moves further down the treatment chain/onto reprocessors. These WTNs and/or internal reports (which also form the basis for invoices) are then sent to the council on a monthly basis. These are summarised on a quarterly basis and organised into the relevant WDF questions/categories and finally input by hand into the WDF web portal. Data providers (councils in Northern Ireland) are supplied with technical guidance documents outlining the methodologies that should be used in the collection, reporting and validation of the data returns. These documents can be accessed on the WDF website.

www.wastedataflow.org/htm/datasets.aspx#NorthernIrelandGuidance

Population Data

Population data used to calculate KPI (p), household waste arisings per capita, are taken from the 2018 mid-year estimates, produced by NISRA, and were the most

up to date available at the time of publication.

Household Data

Household data used to calculate KPI (h), household waste arisings per household, are based on the Land and Property Services (LPS) housing stock from April 2019. Note these household figures do not include caravans. An adjustment is made to account for the estimated number of vacant properties. A council-specific occupancy rate was calculated from 2011 Census data and is applied to the LPS data. The datasets can be accessed from the LPS website.

<https://www.finance-ni.gov.uk/topics/statistics-and-research/housing-stock-statistics>

<https://www.finance-ni.gov.uk/topics/statistics-and-research/new-dwelling-statistics>

Data Quality

The data are final and are based on, but supersede, previously published data from the four quarterly returns for the financial year. The data download from WDF were completed on 14 November 2019. At that time, all the district councils had made a return, giving a 100 per cent response rate.

Information contained in this report has been sourced from WasteDataFlow (WDF), which is the web based system for local authority collected municipal waste data reporting by UK local authorities to central government. The data in this report are based on returns made to WDF by district councils in Northern Ireland at the end of the 2018/19 financial year.

The fully validated figures that are published in this annual report have undergone audit by Northern Ireland Environment Agency (NIEA) and further validation by Statistics and Analytical Services Branch (SASB) beyond that which is done on a quarterly basis. The annual validation acts as a check

that all issues raised at the quarterly validation stages have been addressed. Additional validation checks incorporated later in the working year are then also applied backwards to all quarters in the reporting year via the annual validation.

Strengths of Data

Data are derived from WDF with full coverage for all councils to support statutory NILAS diversion targets. As the data are derived from an administrative system, they provide a complete picture of council controlled waste activity in NI.

Validation and audits

Various validation checks are carried out by both NIEA and SASB. Validations are conducted for each individual question, with additional global validations carried out to ensure that total tonnage of waste types is equal to the sum of the component parts. Any discrepancies are queried with the data provider. Variance checks are employed as an integral part of the production process.

In addition, NIEA carry out a year round programme of audits of WDF returns by individual councils. These audits are conducted under Regulation 10 (6)(a) of the NILAS Regulations. Councils are selected from each waste management group and contacted by telephone, letter and e-mail informing them of NIEA's intention to audit. The audit involves checking and confirming relevant data submitted as a NILAS return to the Monitoring Authority via WDF. One quarter of each council's municipal waste returns are selected, generally being the most recent submission. The areas being inspected relate to:

- i. landfilling of municipal waste,
- ii. collection, recycling, reuse and recovery of municipal waste,
- iii. the standard of reporting/evidence for end destinations of recycled materials.

Councils are asked to provide original documentation to support reported figures in the WDF system for the quarter in

question. Any anomalies or discrepancies are subsequently queried with the relevant council. As WDF data can usually only be amended at council level, it is then necessary to 'reject' or release the data back to the waste management group and subsequently back to the council so that it might be corrected as appropriate.

Limitations of Data

Waste Management Data

Despite the intensive validation carried out on the data prior to publication, any administrative system involving manual data compilation will always be open to a degree of clerical error.

Unclassified waste

Unclassified waste is calculated as a residual amount of municipal waste after municipal waste sent to landfill, sent for recycling (including composting), sent for energy recovery and preparing for reuse have been accounted for, instead of being extracted directly from the WasteDataFlow system. The majority of the total unclassified tonnage can be attributed to moisture and/or gaseous losses. Small negative tonnages can arise in the unclassified column if more waste is sent for treatment in the quarter than was actually collected as is more likely at councils operating transfer stations. Transfer stations move waste quickly but if a particular transfer occurs the day after arriving, which also happens to be the start of the next quarter, then a small inconsistency can arise.

Types of waste

There are many different forms of waste, including municipal solid waste, commercial and industrial waste, construction, demolition and excavation waste, hazardous waste, agricultural waste, and waste water and sludges. The latest report on construction, demolition and excavation waste arisings is for 2009/10:

<https://www.daera-ni.gov.uk/publications/construction->

[demolition-and-excavation-waste-arisings-use-and-disposal-northern-ireland](#)

Following on from the UK's agreement to revise its interpretation of 'municipal waste' to include much more commercial and industrial waste than previously; it should be noted that this report, as with all previous ones, reflects local authority collected municipal waste only.

Material Recovery Facilities

MRFs usually have more than one input source and the pro-rata assignment to each source based on their input tonnages can lead to a small over or under estimation of the actual tonnage being recovered from each individual source.

Capture Rates

Capture rates are no longer included in the body of the report but are still available in the data tables appendix. The calculations for capture rates are based on a Compositional Study undertaken in 2017 and may not accurately reflect the current situation. However, it is the best available estimation of the proportions of the primary waste categories contained within kerbside residual waste. Levels of uncertainty around the results of the Compositional Study are discussed in the full report.

The accuracy of these estimates is expected to decrease over time as household recycling habits continue to change.

Waste Crime

Waste crime is the unauthorised management of waste, including illegal dumping. It can be difficult to quantify the impact of such activity upon these official figures as it is not always possible to determine the source, date and tonnage of illegally deposited waste. Where possible the extent and any implications of such activity will be communicated to users.

Rounding and Summing

It should be noted that in some instances totals may not add up due to rounding. If tonnages work out to be less than 0.5 tonnes, they will be rounded to zero.

On occasion percentages work out to be less than 0.1 per cent or more than 99.9 per cent. Users should be aware that in such cases, the percentage is rounded to zero or 100 per cent respectively.

Whilst tonnages may be summed over councils and/or Waste Management Groups to give totals for higher level geographies, such totals may suffer from rounding errors when compared with any given totals.

However where fractions or proportions, such as recycling rates, waste arisings per capita etc are stated for councils or waste management groups, these indicators cannot be simply added or averaged to produce a rate for a higher level geography. Such information is often available in the data tables appendix, or otherwise may be available upon request.

Notation and Terminology

Please see the glossary (appendix 2) for clarification of key terms.

Guidance on using data

All figures in the report and the accompanying Excel tables are annual figures and refer to the stated period. These annual figures are the final, validated figures for the year and supersede those figures published in the quarterly reports for the period. Please note that any comparisons with prior year use the final validated figures as published in the annual report for that period. Very small increases or decreases in figures (<0.5 per cent or <0.5 percentage points) are not highlighted in the commentary and should be interpreted with care.

Waste Management information elsewhere in the United Kingdom and Europe

While it is our intention to direct users to waste management information elsewhere in the UK and Europe, users should be aware that local authority collected municipal waste statistics in other administrations are not always measured in a comparable manner to those in Northern Ireland. Details of waste management data published elsewhere in the UK and Europe can be found at the following links.

England

<https://www.gov.uk/government/collections/waste-and-recycling-statistics>

Scotland

<http://www.sepa.org.uk/environment/waste/waste-data/waste-data-reporting/>

Wales

<http://gov.wales/statistics-and-research/local-authority-municipal-waste-management/?lang=en>

Ireland

<http://www.epa.ie/waste/municipal/>

European Union Member States

http://ec.europa.eu/eurostat/statistics-explained/index.php/Municipal_waste_statistics

The basis of the data collection across the UK using WDF is broadly consistent, however there are some minor definitional differences such as Northern Ireland recycling KPIs do include material used as 'backfill' (using suitable waste material to refill an excavation instead of non-waste material) which is not directly comparable with the revised Waste Framework Directive recycling measurements.

The meetings of the WasteDataFlow Operational Group ensure a conscious effort to share waste management developments on a UK-wide basis with Northern Ireland representation on this group.

<https://www.daera-ni.gov.uk/publications/waste-data-flow-northern-ireland-user-group-meeting-2012>

A National Statistics Publication

National Statistics are produced to a high professional standard. They undergo regular quality assurance reviews to ensure that they meet customer needs. They are produced free from any political interference.

The UK Statistics Authority has designated these statistics as National Statistics, in accordance with the Statistics and Registration Service Act 2007 and signifying compliance with the Code of Practice for Official Statistics. Designation can be broadly interpreted to mean that the statistics:

- meet identified user needs;
- are well explained and readily accessible;
- are produced according to sound methods; and
- are managed impartially and objectively in the public interest.

Once statistics have been designated as National Statistics it is a statutory requirement that the Code of Practice shall continue to be observed.

The Department demonstrates its commitment to the Code of Practice by publishing a series of supporting statements related to its use of administrative data, publication strategy, confidentiality arrangements, revisions policy, customer service and complaints procedure. For details see the statistics charter on the DAERA statistics website <https://www.daera-ni.gov.uk/publications/daeras-statistics-charter>

For further information

For more information relating to this publication, including additional analysis, breakdowns of the data or alternative formats please contact Statistics and Analytical Services Branch.

As we want to engage with users of our statistics, we invite you to feedback your comments on this publication at any time of the year. Contact details are available on the front cover of this report and in the data tables appendix.

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Appendix 2: Glossary

Term	Explanation
Biodegradable waste	Any waste that is capable of undergoing anaerobic decomposition, such as food and garden waste, and paper and paperboard.
Bring site	An unmanned site with a container or a collection of containers for depositing recyclable waste.
Capture rate for household kerbside collected waste	The amount of 'available' material that is actually being collected for recycling through household kerbside collection schemes.
Civic amenity site	A manned site for depositing waste.
Composting	An aerobic, biological process in which organic wastes, such as garden and kitchen waste, are converted into a stable granular material which can be applied to land to improve soil structure and enrich the nutrient content of the soil.
Composting rate	The percentage of waste sent for composting. It excludes waste collected for composting that was rejected at collection or at the gate of the reprocessor.
Dry recycling	The recycling of dry materials such as paper, card, cans, plastic bottles, mixed plastic, glass.
Dry recycling rate	The percentage of waste sent for recycling. It excludes waste collected for recycling that was rejected at collection, during sorting or at the gate of the recycling reprocessor. It includes residual waste which was diverted for recycling but excludes waste sent for preparation for reuse.
Energy recovery rate	The percentage of waste sent for energy recovery. It includes mixed residual and specific sources components.
Household waste	Includes materials (except soil, rubble and plasterboard) collected directly from households (e.g. kerbside collections) or indirectly (e.g. bring sites, civic amenity sites, collected by private and voluntary organisations not included elsewhere or street sweepings).
Kerbside	A regular collection of waste from premises.
Key Performance Indicators (KPIs)	A set of measures used to gauge performance in terms of meeting waste strategy targets.
LAC	Local Authority Collected, as in LAC municipal waste.
Landfill sites	Any areas of land in which waste is deposited. Landfill sites are often located in disused mines or quarries. In areas where they are limited or no ready-made voids exist, the practice of landraising is sometimes carried out, where waste is deposited above ground and the landscape is contoured.
Local authority collected municipal waste	Waste which is collected under arrangements made by a district council.

Term	Explanation
Mixed dry recyclables	Waste streams intended for recycling found together with each other but separately from other waste.
Mixed residual waste sent for energy recovery	Combustible residual waste collected from the kerbside and civic amenity sites and processed into refuse derived fuel at material recovery facilities.
NILAS	Northern Ireland Landfill Allowance Scheme
Non household waste	Asbestos, beach cleansing, civic amenity sites waste, fly-tipped materials, gully emptyings, commercial and industrial, construction and demolition, grounds waste, highways waste, other collected waste and other.
Other household waste	Healthcare waste, bulky waste, street cleaning and other household.
Recycling	Any recovery operation by which waste materials are reprocessed into products, materials or substances whether for the original or other purposes. It does not include energy recovery and the reprocessing into materials that are used as fuels.
Refuse Derived Fuel (RDF)	Consists largely of organic components of municipal waste (such as plastics and biodegradable waste). This can then be used in a variety of ways to generate electricity, most commonly as an additional fuel used with coal in power stations or in cement kilns.
Regular residual household waste	Household regular kerbside collection.
Residual waste	Waste that is not sent for preparing for reuse, sent for recycling or composting.
Specific streams e.g. wood	Used in the context of LAC municipal waste sent for energy recovery. It is mostly wood but also contains furniture, carpets and mattresses, mostly collected from civic amenity sites.
Waste arisings	The amount of waste collected in a given locality over a period of time.
Waste collected for disposal to landfill	Collected for disposal is residual waste that has not been sorted to separate out recyclable material from other waste before being presented to the Council for collection at various locations.
Waste from households	Not the same as 'household waste'. This is a narrower definition and includes material (except soil, rubble and plasterboard) collected only from households (e.g. kerbside collection, bring sites, civic amenity sites or community skips managed by councils).

Term	Explanation
Waste sent to landfill	The amount of waste sent to landfill. Excludes residual waste which was diverted for energy recovery, recycling or composting. Includes household waste collected for energy recovery, recycling or composting which was diverted to landfill.
Waste Transfer Note (WTN)	A note which must be created for any transfer of controlled waste. The exception to this is householders, who are not required to produce transfer notes.
WasteDataFlow	The web based system for local authority collected municipal waste data reporting by UK local authorities to government (www.wastedataflow.org).

Recycled material types

Compostable (excluding wood)	Green waste only, green garden waste only, mixed garden and food waste, waste food only, other compostable waste (excluding wood).
Construction, Demolition and Excavation	Plasterboard, rubble and soil.
Electrical Goods	Large and small domestic appliances, TVs and monitors, fluorescent tubes and other light bulbs, fridges and freezers, auto batteries and post consumer batteries.
Glass	Brown, clear, green and mixed glass.
Metal	Aluminium, mixed and steel cans, aluminium foil, bicycles, aerosols, gas bottles, fire extinguishers and other scrap metal.
Paper and Card	Books, card, mixed paper and card, paper, yellow pages and cardboard beverage packaging.
Plastics	PET(1), HDPE(2), PVC(3), LDPE(4), PP(5), PS(6), other plastics(7), mixed plastic bottles, and plastics.
Textiles	Textiles and footwear, footwear only, textiles only and carpets.
Unclassified	Derived category including all other recycled material collected not included in the main categories.
WEEE (Waste Electrical and Electronic Equipment)	As electrical goods above but excluding auto batteries and post consumer batteries.
Wood	Wood, chipboard and MDF, composite wood materials and wood for composting.

Appendix 3: List of Acronyms

This is a list of commonly used acronyms in this report.

arc21	Regional waste management group in Northern Ireland
BLACMW	Biodegradable Local Authority Collected Municipal Waste
CIWM	Chartered Institution of Wastes Management
DAERA	Department of Agriculture, Environment and Rural Affairs
EC	European Commission
EU	European Union
KPI	Key Performance Indicator
LAC	Local Authority Collected
LACMW	Local Authority Collected Municipal Waste
LPS	Land and Property Services
MDR	Mixed Dry Recyclables
MRF	Materials Recovery Facility
NI	Northern Ireland
NIEA	Northern Ireland Environment Agency
NILAS	Northern Ireland Landfill Allowance Scheme
NISRA	Northern Ireland Statistics and Research Agency
NWRWMG	North West Regional Waste Management Group
RDF	Refuse Derived Fuel
SASB	Statistics and Analytical Services Branch, DAERA
UK	United Kingdom
WDF	WasteDataFlow
WEEE	Waste Electrical and Electronic Equipment
WRAP	Waste and Resource Action Programme

Policy, Economics and Statistics Division
Department of Agriculture, Environment and Rural Affairs
Dundonald House
Upper Newtownards Road
Ballymiscaw
BELFAST BT4 3SB

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The Landfill Allowance Scheme (Northern Ireland) Regulations (2004) (as amended) (NILAS)

2018/19 Annual Report

28th November 2019

To obtain further information about this report, please contact:

Control and Data Management Team | Waste Regulation Unit
Northern Ireland Environment Agency | Klondyke Building
Gasworks Business Park | Cromac Avenue
Lower Ormeau Road | Malone Lower | Belfast | BT7 2JA

Telephone: 028 9056 9428

Email: NILAS@daera-ni.gov.uk

This document may be made available in alternative formats, please contact us to discuss your requirements.

This document is also available on the Northern Ireland Environment Agency's website at <https://www.daera-ni.gov.uk/articles/published-waste-data>

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Executive Summary

This report covers the fourteenth scheme year of the Landfill Allowance Scheme (Northern Ireland) Regulations 2004 (as amended) and summarises district council compliance with the scheme during 2018/19.

The Waste and Emissions Trading Act 2003 (Amendment) Regulations 2011 and the Landfill Allowances Scheme (Amendment) Regulations (Northern Ireland) 2011 came into effect on the 21st and 22nd November 2011 respectively. Their main purpose was to provide for the use of the terms “local authority collected municipal waste” and “biodegradable local authority collected municipal waste”. This annual report only reports on Local Authority Collected Municipal Waste (LACMW) collected under “arrangements”¹ by district councils in Northern Ireland. This change has no impact on the WasteDataFlow data that is reported, and the calculation of Biodegradable Local Authority Collected Municipal Waste (BLACMW) as regards the Northern Ireland Landfill Allowances Scheme (NILAS).

This is the fourth NILAS annual report as regards the 11 new councils which came into existence on the 1st April 2015. All 11 district councils in Northern Ireland achieved their 2018/19 landfill allowance obligations by diverting BLACMW from landfill. BLACMW is calculated using a mass balance methodology via the WasteDataFlow online waste reporting system.

In 2018/19 the total amount of BLACMW which was permitted to be sent to landfill was 234,284 tonnes. The total amount of BLACMW reported to have been sent to landfill was 153,324 tonnes i.e. 34.6% of landfill allowances were not utilised. This was an increase of 3.5% percentage points compared to 2017/18 (31.1%). Since the implementation of the NILAS regulations in 2005 district councils have collectively reduced the amount of BLACMW sent to landfill by 404,685 tonnes. The proportion of local authority collected municipal waste statutorily defined to be biodegradable (i.e. BLACMW) decreased from 71% to 64% from 1st April 2009 following additional research (which included sampling) into the composition of various (local authority collected) municipal waste streams.

¹ s21 WET Act 2003 [as amended] (<http://www.legislation.gov.uk/ukpga/2003/33/section/21>)

The three district councils not associated with a waste management group (Armagh City, Banbridge and Craigavon Borough; Fermanagh and Omagh District and Mid Ulster District Councils) sent 28,129 tonnes of BLACMW to landfill, 52.1% less than their allocated allowances.

The North West Regional Waste Management Group (NWRWMG) consisting of Causeway Coast and Glens Borough and Derry City and Strabane District Councils sent 25,330 tonnes of BLACMW to landfill, 32.0% less than their allocated allowances.

arc21 consisting of Antrim and Newtownabbey Borough; Ards and North Down Borough; Belfast City; Lisburn and Castlereagh City; Mid and East Antrim Borough; and Newry, Mourne and Down District Councils sent 99,865 tonnes of BLACMW to landfill, 27.8% less than their allocated allowances.

After the final reconciliation Newry Mourne and Down District Council had a surplus of allowances which exceeded its allocation by at least 90%.

Mid Ulster DC, and Armagh City, Banbridge and Craigavon Borough Council had a surplus of allowances which exceeded their allocations by at least 60%.

Derry City and Strabane District Council had a surplus of allowances which exceeded their allocations by at least 50%.

Antrim & Newtownabbey Borough Council had a surplus of allowances which exceeded their allocation by at least 30%.

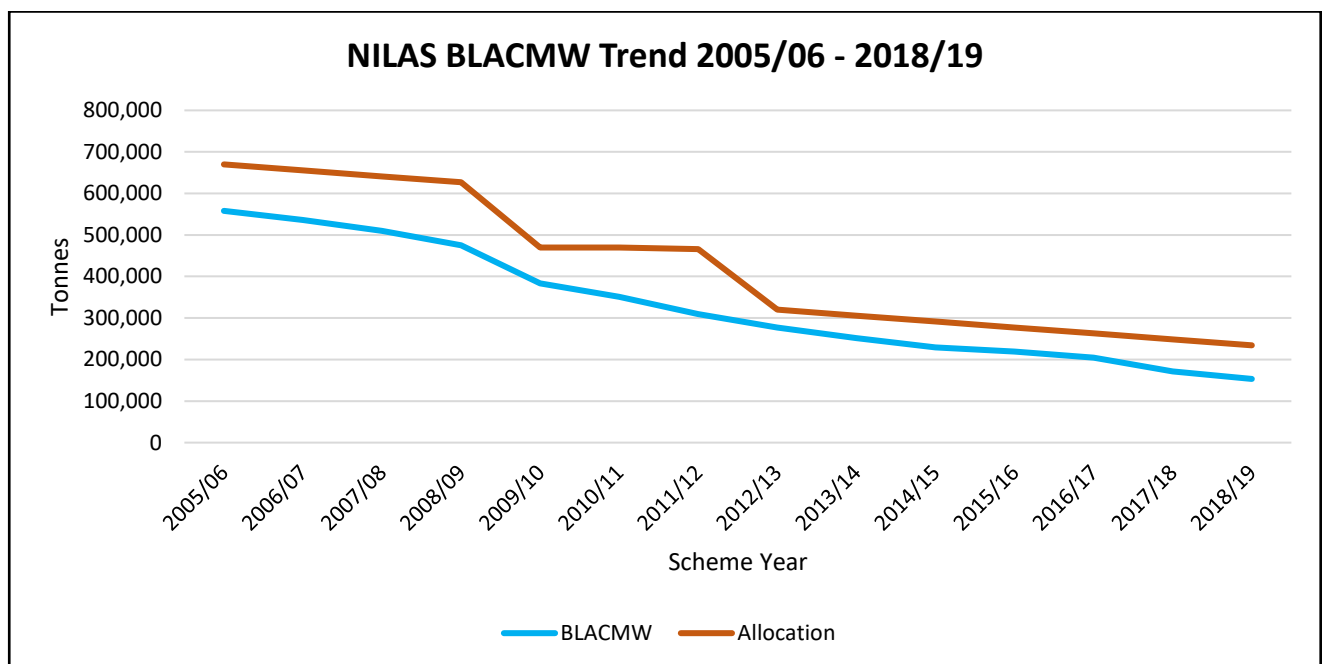
Belfast City Council, and Mid & East Antrim BC had a surplus of allowances which exceeded their allocations by at least 10%.

Over the next year under NILAS the allocation for each district council, and consequently Northern Ireland as a whole, reduces toward the EU Landfill target making it vital for more BLACMW to be diverted from landfill. The EU Landfill Directive obligated Member States to reduce their BMW to landfill (which includes BLACMW) to 35, 50 & 75% of 1995

baseline levels by 2010, 2013 & 2020 respectively. The revised Waste Management Plans (WMPs) of the WMGs detail how they propose to deal with Northern Ireland's LACMW up to 2020. The plans set out the range of facilities required to deliver both the statutory (NILAS) and other strategic targets within the Northern Ireland Waste Management Strategy – “Delivering Resource Efficiency” (<https://www.daera-ni.gov.uk/publications/delivering-resource-efficiency-northern-ireland-waste-management-strategy>).

The chart below shows the downward trend at the Northern Ireland level over the period which NILAS has been operational.

Chart: BLACMW utilisation and allocation over operation of NILAS.



List of Acronyms

AA	Allocating Authority (EPD)
arc21	Eastern Regional Waste Management Group
BMW	Biodegradable Municipal Waste
BLACMW	Biodegradable Local Authority Collected Municipal Waste
CIWM	The Chartered Institution of Wastes Management
CWD	Climate & Waste Division – DoE(NI)
DAERA	Department of Agriculture, Environment & Rural Affairs
Defra	Department of Environment, Food and Rural Affairs
DoE(NI)	Department of the Environment (Northern Ireland)
EHS	Environment and Heritage Service
EPD	Environmental Policy Division – DAERA
EWC	European Waste Catalogue
LACMW	Local Authority Collected Municipal Waste
MA	Monitoring Authority (NIEA)
MRF	Materials Recovery Facility
MSW	Municipal Solid Waste
NIEA	Northern Ireland Environment Agency
NILAS	Northern Ireland Landfill Allowance Scheme
NWRWMG	North West Regional Waste Management Group
P&EPG	Planning and Environmental Policy Group – DAERA
SASB	Statistical & Analytical Services Branch
SWaMP2008	Southern Waste Management Partnership
WDF	WasteDataFlow
WET Act	Waste and Emissions Trading Act
WMG	Waste Management Group
WMP	Waste Management Plan

Introduction

Council Directive 1999/31/EC, on the Landfill of Waste (the Landfill Directive) became law on the 26th April 1999. The aim of the Landfill Directive is to reduce the pollution from landfilled waste that can impact on surface water, groundwater, soil, air and also climate change. Article 5(2) of the EU Landfill Directive (1999/31/EC) requires member states (<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CELEX:31999L0031:EN:HTML>) to reduce the amount of Biodegradable Municipal Waste (BMW) sent to landfill through setting challenging targets.

The targets for the reduction of BMW landfilled are:

- To reduce by 2010 the quantity of BMW landfilled to 75% of that produced in 1995.
- To reduce by 2013 the quantity of BMW landfilled to 50% of that produced in 1995.
- To reduce by 2020 the quantity of BMW landfilled to 35% of that produced in 1995.

The Landfill Allowance Scheme (Northern Ireland) Regulations 2004 (NILAS) (<http://www.legislation.gov.uk/nisr/2004/416/contents/made>) made under the Waste and Emissions Trading (WET) Act 2003 (<http://www.legislation.gov.uk/ukpga/2003/33/contents>), have been designed to help local authorities in Northern Ireland meet their targets as set out in the Landfill (Scheme Year and Maximum Landfill Amount) Regulations 2004 (<http://www.legislation.gov.uk/uksi/2004/1936/contents/made>) by allocating progressively challenging limits on the amount of BLACMW which can be landfilled by each District Council.

The NILAS Regulations came into operation in Northern Ireland on 1st April 2005 hence, 2018/19 is the fourteenth scheme year. The Regulations place a statutory responsibility on district councils, in each scheme year, to landfill no more than the quantity of BLACMW for which they have allowances (each allowance represents one tonne of BLACMW that can be sent to landfill). If the annual limit is exceeded this may result in financial penalties of £150 per exceeded allowance as per the Landfill Allowances Scheme (Amendment) Regulations (Northern Ireland) 2005 (<http://www.legislation.gov.uk/nisr/2005/588/contents/made>).

The scheme facilitates the transfer and borrowing (with restrictions e.g. allowances cannot be borrowed in a target year or in the year preceding a target year) of allowances between district councils which promotes a flexible and partnership working arrangement. The scheme in Northern Ireland does not facilitate the trading of landfill allowances. The methodology for allocating allowances to each district council was selected following consultation by P&EPG (now EPD), who are designated under NILAS as the Allocating Authority (AA).

The Department, after consultation, allocated NILAS allowances in 2005 to each council, for each year, to 2019/20 on the basis of an 'early convergence simple population' model, with weightings applied using population projections, and proportionately based each councils percentage share of the total population. Each allowance permits one tonne of biodegradable municipal waste to be landfilled and the allowances allocated to each council reduce over time in line with the Directive targets. In April 2015 the number of councils in Northern Ireland was reduced from 26 to 11 in line with planned local government reforms. Following local government reorganisation the Department re-allocated NILAS allowances to the 11 new councils from 1 April 2015 using the same approach as was used for the original allocations to the existing councils in 2005.

Consequently the AA, in order to facilitate long term planning, set the maximum allowance for each district council for each year of the scheme. Going forward for 2015/16 onwards the AA has used the mid 2012 NISRA population statistics as the basis for the NILAS allocations for the eleven new district councils (Annex C) i.e. each council has shared the overall allocation on the basis of its share of the Northern Ireland population. The overall NILAS allocation for Northern Ireland remains the same for each of the remaining years for the scheme.

The method used to determine the amount of BLACMW sent to landfill for a scheme year is the mass balance approach. At its simplest this takes the LACMW arisings in a scheme year and converts it to BLACMW by using the deemed biodegradable percentage (64%). For the purposes of calculating the BLACMW sent to landfill only, any distinct / separate rubble waste stream (rubble, soil & plasterboard) collected is excluded on the basis that it is unlike household waste and is therefore considered to be non-municipal in nature.

Biodegradable materials diverted from landfill for recovery or recycling are also subtracted from this figure at either 100% or 50% according to the schedule of the NILAS Regulations in order to determine the remaining BLACMW sent to landfill. Further details of the methodology used in WasteDataFlow throughout 2018/19 in calculating the mass balance can be found at

[http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/LandfillAllowanceScheme/KPI_\(g\)_DC_Mass_Balance_Schematic_v4.pdf](http://www.wastedataflow.org/documents/guidancenotes/NorthernIreland/LandfillAllowanceScheme/KPI_(g)_DC_Mass_Balance_Schematic_v4.pdf).

In line with local government reform on 1st April 2015 SWaMP2008 was formally dissolved and its assets, liabilities and staff transferred to Armagh City, Banbridge and Craigavon Borough Council (<http://www.legislation.gov.uk/nisr/2015/183/article/12/made>).

England, Scotland and Wales each have their own specific Landfill Allowance Regulations:

England: <http://www.legislation.gov.uk/ukxi/2004/3212/contents>

Scotland: <http://www.legislation.gov.uk/ssi/2005/157/contents/made>

Wales: <http://www.legislation.gov.uk/wsi/2004/1490/contents/made>

However, only the landfill allowance schemes in Northern Ireland and Wales are currently continuing to operate following England's decision to end its Landfill Allowance Trading Scheme (LATS) on the 30th September 2013. In Scotland the Landfill Allowance Scheme (LAS), which formerly administered a system of banking, borrowing and penalties concerning the disposal of Biodegradable Municipal Waste (BMW), was revoked by the Scottish Government in 2012.

Consultation paper on meeting EU landfill diversion targets:

Following discussions with the European Commission it was agreed that the UK's approach to meeting the Landfill Directive's diversion targets should be changed. Consequently on 25 June 2010 the AA issued an initial consultation paper addressing the implications of this change in relation to Northern Ireland (NI).

The consultation included setting out the new interpretation of the definition of municipal

waste; revisions to the 1995 baseline and targets; and the reporting and monitoring obligations necessary to enable robust reporting against the targets to the European Commission. It also sought views on the future of the Northern Ireland Landfill Allowance Scheme (NILAS) in addressing both the district council and private sector elements of municipal waste and providing the necessary confidence that Northern Ireland will meet its overall Landfill Directive targets. The revised interpretation will mean that much more commercial and industrial waste than previously will fall within the scope of the term 'municipal waste'. This is because the new definition is based on waste types (as defined by European Waste Catalogue codes) rather than who manages the waste (i.e. district council).

The consultation closed on the 8th October 2010 and the Department subsequently published a summary of the comments received.

The Department considered policy options in respect of NILAS on the basis of this consultation and issued a policy position on the future of the scheme in February 2011.

Changes to legislation to incorporate the new definition of municipal waste were made across the UK during 2011/12. On the 21 and 22 November 2011 the Waste and Emissions Trading Act 2003 (Amendment) Regulations 2011

(http://www.legislation.gov.uk/ukxi/2011/2499/pdfs/ukxi_20112499_en.pdf) and the Landfill Allowances Scheme (Amendment) Regulations (Northern Ireland) 2011

(http://www.legislation.gov.uk/nisr/2011/373/pdfs/nisr_20110373_en.pdf)

came into effect. Their main purpose was to provide for the use of the terms "local authority collected municipal waste" and "biodegradable local authority collected municipal waste".

Therefore, this report uses the terminology above. However, these name changes have no impact on the WDF data that is reported.

2. Reporting

2.1 District Councils

District councils in Northern Ireland are required to report data on local authority collected waste arisings on a quarterly basis as per NILAS Regulation 10 (5). The data for each quarter must be submitted to the Monitoring Authority within 2 months after the relevant quarter end. Table 1 shows the NILAS reporting deadlines in each scheme year. District councils must submit their data via the WasteDataFlow (WDF) system (<http://www.wastedataflow.org>).

Initially developed in 2004 by the Chartered Institution of Waste Management (CIWM) WDF is now owned, operated, and managed by Defra in partnership with the UK's devolved administrations through an Operational Group and Programme Management Board who support the maintenance and development of the system via an IT contractor (currently Jacobs Ltd).

Northern Ireland district councils began formally reporting municipal waste data via WDF from January 2005. Data is managed within the system through various user levels representing district councils, WMGs, NIEA and public access. After the final reconciliations and annual report for the scheme year have been issued by NIEA, the raw data for the relevant scheme year is made publically available on WDF.

Table 1: NILAS reporting deadlines

Quarter	Period in scheme year	Return MUST be submitted by:
1	1 st April – 30 th June	31 st August
2	1 st July – 30 th September	30 th November
3	1 st October – 31 st December	28 th February
4	1 st January – 31 st March	31 st May

Table 2a shows when data was submitted to NIEA during the scheme year. For comparison, the date when the data was submitted to the WMG is also shown.

During the course of the 2007/08 scheme year an 'e-mail notification alert' was introduced aimed at improving the timeliness of returns. The relevant users, at each submission level, are informed by an automatically generated email that data is awaiting their approval and submission to the next level. This measure and the issue of further guidance from NIEA in February 2010 (see 2.1.1) have continued to improve data submission times.

Table 2a: Date on which district council returns were submitted to WMG and NIEA in 2018/19

District Council	Q1 due 31/08/2018		Q2 due 30/11/2018		Q3 due 28/02/2019		Q4 due 31/05/2019	
	WMG	NIEA	WMG	NIEA	WMG	NIEA	WMG	NIEA
Antrim & Newtownabbey BC	30/08/2018	31/08/2018	28/11/2018	29/11/2018	28/02/2019	01/03/2019	31/05/2019	31/05/2019
Ards & North Down BC	28/08/2018	28/08/2018	03/12/2018	03/12/2018	27/02/2019	27/02/2019	29/05/2019	29/05/2019
Armagh City, Banbridge & Craigavon BC*	29/08/2018	29/08/2018	26/11/2018	30/11/2018	28/02/2019	28/02/2019	29/05/2019	29/05/2019
Belfast CC	31/08/2018	31/08/2018	28/11/2018	29/11/2018	20/03/2019	20/03/2019	31/05/2019	01/06/2019
Causeway Coast & Glens BC	17/08/2018	20/08/2018	28/11/2018	29/11/2018	27/02/2019	27/02/2019	22/05/2019	22/05/2019
Derry City & Strabane DC	30/08/2018	31/08/2018	30/11/2018	30/11/2018	28/03/2019	28/03/2019	31/05/2019	31/05/2019
Fermanagh & Omagh DC*	28/08/2018	29/08/2018	26/11/2018	26/11/2018	27/02/2019	28/02/2019	31/05/2019	31/05/2019
Lisburn & Castlereagh CC	28/08/2018	28/08/2018	29/11/2018	29/11/2018	27/02/2019	27/02/2019	29/05/2019	29/05/2019
Mid & East Antrim BC	28/08/2018	28/08/2018	30/11/2018	30/11/2018	26/02/2019	26/02/2019	28/05/2019	29/05/2019
Mid Ulster DC*	31/08/2018	31/08/2018	30/11/2018	30/11/2018	28/02/2019	01/03/2019	30/05/2019	30/05/2019
Newry, Mourne & Down DC	30/08/2018	30/08/2018	30/11/2018	30/11/2018	27/02/2019	27/02/2019	21/05/2019	24/05/2019
% received by WMG / NIEA by due date	100%	100%	90.91%	90.91%	100%	100%	100%	90.91%

Green font denotes return made on or before deadline.

Red font denotes late return.

* Data rollup carried out by NIEA in absence of waste management group.

2.1.1 Penalty Guidance

In February 2010 NIEA, as NILAS Monitoring Authority in conjunction with the AA, introduced penalty guidance for district councils and landfill operators (<https://www.daera-ni.gov.uk/publications/nilas-forms-and-guidance>) .

The purpose of the guidance was to improve the timeliness of WDF returns from district councils and from landfill operators submitting landfill operator returns. The guidance

provides a framework by which procedures can be implemented to impose fines where late returns are an issue. The guidance details the transparent, proportionate and fair process by which any fines would be applied.

The introduction of the guidance has improved the timeliness of all returns since its introduction in the second half of the 2009/10 scheme year as can be seen in table 2a.

To facilitate the production of accurate and timely quarterly waste management statistics NIEA request that any queries generated are responded to within five working days of issue.

Table 2b shows which district councils met the 5 working day turnaround time in relation to NIEA WDF queries for each quarterly return for the 2018/19 scheme year.

Although, most district councils are able to meet the five working day turnaround relatively easily, there are some who experience difficulties in meeting the deadline for various reasons. These district councils tend to have one person responsible for data entry, and no-one else trained in the compilation of the relevant data which creates difficulties in situations where the designated officer is absent due to leave or unforeseen circumstances such as sickness. NIEA has recommended from the outset of formal WasteDataFlow reporting in May 2005 that district councils should have more than one officer trained in the compilation of data and the operation of WasteDataFlow to deal with situations where the main designated officer is unable to deal with the issues concerned and to ensure that the various deadlines are met in order to provide accurate data in a timely manner.

Additionally, NIEA undertake an annual validation exercise during October each year in conjunction with SASB. This exercise looks at the data submitted during the scheme year and compares it with the previous scheme year's data for trends and analysis, and to prepare data for publication in the annual local authority collected municipal waste report (<https://www.daera-ni.gov.uk/articles/northern-ireland-local-authority-collected-municipal-waste-management-statistics>). Table 2c shows the dates by which district councils responded to annual queries for 2018/19.

Table 2b: Date by which councils had responded to NIEA quarterly queries in 2018/19

District Council	Q1 (Apr – Jun 2018)		Q2 (Jul – Sep 2018)		Q3 (Oct - Dec 2018)		Q4 (Jan – Mar 2019)	
	issue	response	issue	response	issue	response	issue	response
Antrim & Newtownabbey BC	14/09/2018	28/09/2018	13/12/2018	20/12/2018	11/03/2019	22/03/2019	12/06/2019	17/06/2019
Ards & North Down BC	13/09/2018	20/09/2018	07/12/2018	14/12/2018	14/03/2019	20/03/2019	07/06/2019	13/06/2019
Armagh City, Banbridge & Craigavon BC	07/09/2018	14/09/2018	07/12/2018	13/12/2018	08/03/2019	13/03/2019	07/06/2019	14/06/2019
Belfast City CC	07/09/2018	14/09/2018	12/12/2018	19/12/2018	13/03/2019	20/03/2019	12/06/2019	22/06/2019
Causeway Coast & Glens BC	10/09/2018	14/09/2018	07/12/2018	13/12/2018	11/03/2019	13/03/2019	10/06/2019	17/06/2019
Derry City & Strabane DC	11/09/2018	18/09/2018	10/12/2018	14/12/2018	12/03/2019	13/03/2019	11/06/2019	17/06/2019
Fermanagh & Omagh DC	07/09/2018	14/09/2018	18/12/2018	19/12/2018	13/03/2019	21/03/2019	14/06/2019	19/06/2019
Lisburn & Castlereagh CC	12/09/2018	18/09/2018	13/12/2018	19/12/2018	12/03/2019	20/03/2019	14/06/2019	24/06/2019
Mid & East Antrim BC	12/09/2018	20/09/2018	18/12/2018	19/12/2018	15/03/2019	22/03/2019	10/06/2019	17/06/2019
Mid Ulster DC	12/09/2018	18/09/2018	11/12/2018	18/12/2018	13/03/2019	15/03/2019	12/06/2019	19/06/2019
Newry, Mourne & Down DC	11/09/2018	13/09/2018	07/12/2018	11/12/2018	08/03/2019	19/03/2019	17/06/2019	25/06/2019
% received by NIEA by due date	100%	81.8%	100%	100%	100%	81.8%	100%	72.7%

Table 2c: Date by which councils had responded to NIEA annual queries in 2018/19

District Council:	Query Sheet Issued	Query Sheet Response
Antrim & Newtownabbey BC	16/10/2019	23/10/2019
Ards & North Down BC	15/10/2019	16/10/2019
Armagh City, Banbridge & Craigavon BC	11/10/2019	16/10/2019
Belfast CC	11/10/2019	21/10/2019
Causeway Coast & Glens BC	15/10/2019	17/10/2019
Derry City & Strabane DC	15/10/2019	25/10/2019
Fermanagh & Omagh DC	21/10/2019	25/10/2019
Lisburn & Castlereagh CC	16/10/2019	24/10/2019
Mid & East Antrim BC	18/10/2019	23/10/2019
Mid Ulster DC	16/10/2019	23/10/2019
Newry, Mourne & Down DC	14/10/2019	18/10/2019

Green font denotes return made within requested five working day target.

Red font denotes return made later than requested five working day target.

NIEA rely on the prompt receipt of comprehensive and accurate data to issue quarterly Official (National from October to December 2013 onwards) Statistic reports in conjunction with the DAERA's Statistical and Analytical Services Branch (SASB) which provides each District Council with an indication on their waste management key performance indicators (KPIs) and how many landfill allowances they have utilised for the quarter. This is calculated

using the mass balance calculation, which indicates the performance of local authorities in relation to their allocation of allowances and the diversion of biodegradable waste from landfill.

2.1.2 Validation Process

To assist district councils with self-validation a summary spreadsheet has been developed within WDF through the data authorisation functionality. This enables quick checks to be viewed easily e.g. comparison of reported tonnages collected for recycling with reported tonnages of the waste sent for recycling; residual waste collected vs. residual waste treated/disposed etc. Similarly a spreadsheet detailing an indicative mass balance calculation has also been developed to enable district councils to easily review the calculated amount of BLACMW sent to landfill in any particular quarter and hence monitor their progress towards meeting their obligations under NILAS.

In previous years upon receipt of the district council's data NIEA, as Monitoring Authority, conducted a qualitative assessment of the municipal waste arisings data in WDF. The validation process involved cross checking figures between questions and previously submitted quarterly returns. However, since the 2009/10 scheme year NIEA have been assisted by Central Statistics & Research Branch (CSRB) primarily through a significant automation of the validation process. This involves downloading the relevant quarterly data and processing it through SPSS (Statistical Package for the Social Sciences) to identify trends and potential anomalies which allows a quicker and more detailed data analysis than was previously possible. This information was then used by NIEA to formulate queries to each district council. Queried data for the relevant quarter is rejected back to the WMG who then reject the data to the relevant district council to facilitate, where appropriate, any amendments. The data can usually only be entered and amended at district council level by data entry officers.

NIEA aims to complete the validation of all returns within one month of the relevant deadline and therefore requests that a response is made to all validation queries within 5 working

days to ensure the production of timely and accurate local authority collected municipal waste statistics.

Data for the 2010/11 scheme year was validated, as in the preceding scheme years, by NIEA in its role as the Monitoring Authority but the responsibility for the compilation and publication of the reports was passed to CSRB from April 2009. CSRB published the quarterly reports to a specified timetable in line with the Pre-release Access to Official Statistics Order (Northern Ireland) 2009

(<http://www.legislation.gov.uk/nisr/2009/71/contents/made>)

These Official Statistics were compiled in accordance with Official Statistic Protocols and subsequently published on the Departmental website

(<https://www.daera-ni.gov.uk/articles/northern-ireland-local-authority-collected-municipal-waste-management-statistics>)

Until March 2011 CSRB was a branch within the Department for Regional Development (DRD) providing services to DoE(NI). In April 2011 CSRB became Analytical Services Branch (ASB) within DoE(NI). On 8th May 2016 DoE(NI) ceased to exist and its functions were transferred to a new department – the Department of Agriculture, Environment & Rural Affairs (DAERA). Since 1st July 2016 ASB has become Statistics and Analytical Services Branch (SASB) within DAERA.

2.1.3 National Statistics

The data for October to December 2013 was the first LACMW quarterly dataset to be published to National Statistics accreditation. National Statistics are produced to a high professional standard. They undergo regular quality assurance reviews to ensure that they meet customer needs and are produced free from any political interference.

The UK Statistics Authority has designated the Northern Ireland quarterly waste statistics as National Statistics, in accordance with the Statistics and Registration Service Act 2007 (<http://www.legislation.gov.uk/ukpga/2007/18/contents>) and signifying compliance with the Code of Practice for Official Statistics (<https://www.statisticsauthority.gov.uk/code-of-practice/>).

Designation can be broadly interpreted to mean that the statistics:

- meet identified user needs;
- are well explained and readily accessible;
- are produced according to sound methods; and
- are managed impartially and objectively in the public interest.

Once statistics have been designated as National Statistics it is a statutory requirement that the Code of Practice shall continue to be observed.

The Department further demonstrates its commitment to the Code of Practice by publishing a series of supporting statements related to its use of administrative data, publication strategy, confidentiality arrangements, revisions policy, customer service and complaints procedure. For details see <https://www.daera-ni.gov.uk/articles/dard-statistics-charter-and-pre-release-access-statements>.

The timetable for the publication of provisional quarterly and annual reports is published, and updated, on the Gov.uk website: (https://www.gov.uk/search/research-and-statistics?content_store_document_type=upcoming_statistics&organisations%5B%5D=department-of-agriculture-environment-and-rural-affairs-northern-ireland).

2.1.4 WasteDataFlow Northern Ireland User Group

On 10th July 2007 NIEA hosted the inaugural Northern Ireland WasteDataFlow User Group with the overall aim of contributing to making WasteDataFlow a successful data capture and reporting system with a high level of timely good quality data returns from district councils in Northern Ireland.

The main objective is to provide an accurate database of waste management information, with reporting functions available for district councils, WMGs and regional government.

The Group aims to achieve this by:

- Identifying barriers to the effective use of the WDF system by district councils.

- Proposing practical solutions to these barriers. For example through specific proposals on contents of on-line help, Guidance Manual, revisions to questions, adjustments to web-based data screens, reporting functionality etc.
- Identifying and sharing good practices in waste data management.
- Facilitating communication within the WasteDataFlow community.
- Providing input to reporting developments.

The User Group also enables NIEA to provide a forum for dialogue between the three parties as well as an element of training to district council users involved in the entry of data through demonstrations of the reporting functionality etc.

No user group meetings took place during 2018/19.

2.1.5 WasteDataFlow Training

No training sessions were conducted by NIEA during the 2018/19 scheme year for district councils. Such sessions are provided as and when required for new council officers involved in WasteDataFlow data entry and reporting.

2.1.6 WasteDataFlow Guidance

No guidance was amended or added to the WDF website during the year.

2.1.7 WasteDataFlow Developments

No major development work was carried out to the system during the course of the year.

2.2 Landfill Operators

Under NILAS Regulation 11 (4), landfill operators are required to report, in each year, the amount of LACMW deposited in landfill at their sites. In 2018/19, seven landfills in Northern Ireland reported accepting local authority collected municipal waste. LACMW data from landfill operators is statutorily required within 2 months of the quarter end, corresponding with the district councils' submissions of data via WDF.

Table 3 shows the dates on which landfills accepting LACMW for disposal made returns to NIEA.

Table 3: Dates on which landfill operators submitted returns in 2018/19

Landfil Site (Operator)	Apr - Jun 2018 Return Submitted due 31/08/18	Jul – Sept 2018 Return Submitted due 30/11/18	Oct – Dec 2018 Return Submitted due 28/02/19	Jan – Mar 2019 Return Submitted due 31/05/19
Baird's Brae (Biffa)	27/07/18	29/10/18	22/01/19	12/04/19
Craigahulliar (Causeway Coast & Glens BC)	23/08/18	30/11/18	25/02/19	30/05/19
Craigmore (River Ridge Recycling)	23/08/18	30/11/18	25/02/19	30/05/19
Crosshill (Eastwoods)	31/08/18	30/11/18	28/02/19	27/08/19
Drummee (Fermanagh DC)	30/08/18	3/12/18	14/02/19	21/05/19
Mullaghglass (Whitemountain Group)	01/08/18	30/10/18	28/01/19	24/04/19
Tullyvar (Mid Ulster DC)	30/08/18	30/11/18	24/01/19	N/A

Green font denotes return made on or before deadline.

N/A –Mid Ulster DC's Tullyvar landfill site closed on 25th October 2018 and is no longer accepting waste for disposal.

Landfill operator returns are submitted electronically to NIEA using the 'Landfill Operator – LACMW Data Return Form (NILAS 001)'

(<https://www.daera-ni.gov.uk/sites/default/files/publications/daera/NILAS-001-Landfill-Operator-Return-Form.xls>).

2.2.1 Validation Process

The return includes the following information:

- Weight of each load (to the nearest tonne);
- EWC code;
- District council area where the waste originates;
- Name of transfer station, where applicable;
- Any treatment applied to waste prior to its landfill.

The amount of residual LACMW reported by landfill operators on the landfill operator return was cross checked with the returns from district councils submitted via WasteDataFlow.

Where there was more than 10 tonnes difference and this variation exceeded +/- 1% of the total between the landfill operator return and the district council return, NIEA as the Monitoring Authority queried both sets of returns to establish the reason, and if appropriate to enable one or both sets of data to be corrected.

Some variation between the amounts of municipal waste reported as sent to landfill by landfill operators and by district councils will be attributable to:

- Rounding errors – landfill operators report the weight of each load which is rounded to the nearest tonne;
- Private contractors may deal with both commercial and municipal waste streams within the same facility and take the residue to landfill in the same collection vehicle and therefore an estimated apportionment is used;
- NIEA do not receive returns from landfill operators outside Northern Ireland;
- Accurate reporting by landfill operators is dependent on them knowing the origin of the waste. This can be difficult when waste arrives via intermediate stages such as transfer stations or residual material recovery facilities; this has increasingly become a factor in establishing an audit trail between the waste disposed of by district councils and landfill operators. Additionally, both local authority collected municipal and commercial wastes may be handled by such facilities and therefore the outputs are based on the proportion of inputs received from each source.

In the 2018/19 scheme year, in addition to the cross checks with WasteDataFlow, data checks were also carried out on the quarterly waste summary returns submitted to NIEA for waste management exemptions, licences and permits.

2.2.2 Guidance to Landfill Operators

The guidance for landfill operators had been updated in March 2015 to take account of the forthcoming local government reform.

2.2.3 Landfill Operator Data Audit

During the fourteenth scheme year six audits were carried out on the landfill sites accepting LACMW in Northern Ireland (see Table 4). These audits were conducted by NIEA as NILAS Monitoring Authority under Regulation 11 (5) of the NILAS Regulations.

The returns submitted by the landfill operator were compared with actual weighbridge dockets to validate the submissions made via the landfill operator returns under NILAS Regulation 11. Records kept by landfill operators were in both paper and electronic form.

Table 4: Landfill operators audited during the scheme year 2018/19.

	Landfill Site (Operator)	Audit date	Quarter(s) audited
1.	Drumee (Fermanagh & Omagh DC)	21/08/18	October to December 2018
2.	Tullyvar (Mid Ulster DC & Fermanagh Omagh DC)	21/08/18	October to December 2018
3.	Craigahulliar (Causeway Coast & Glens BC)	23/10/18	January to March, April to June 2018
4.	Cottonmount (Biffa)	27/02/18	October to December 2018
5.	Mullaghglass (Alpha Resource Management/ Lagan Group)	28/02/18	October to December 2018
6.	Crosshill (Eastwood)	28/03/18	October to December 2018

A sample of the submitted data was selected from each landfill site to be audited. A randomly selected period of at least one week for each month within each quarter was

audited. Any discrepancies found were discussed with the operator prior to the close of the audit, and resolved through an audit report subsequently agreed with the landfill operator.

Each of the six landfills audited presented satisfactory records e.g. waste transfer notes, invoices and weighbridge printouts which were generally well ordered and readily available. The documentation matched or agreed closely with landfill return figures sent to NIEA. There were, on occasions, some missing waste transfer notes, however it was still possible to track the tonnages using the weighbridge printouts or other data sources such as invoices and customer reports from each site's weighbridge systems.

During the 2018/19 scheme year NIEA continued to seek data on LACMW sent to landfill via waste transfer stations both through WasteDataFlow and quarterly waste summary returns. This work has enabled the capture of appropriate data for these waste material streams, and helped the audit process and correlation between the data reported by district councils via WasteDataFlow and that reported by landfill operators in their quarterly NILAS landfill operator returns.

3. District Council Data Audits

Between 29th November 2018 and 24th January 2019, NIEA as Monitoring Authority carried out three-audits of district councils for LACMW data submitted via WDF during the scheme year. The audits were conducted under Regulation 10 (6) (a) of the NILAS Regulations. The district councils selected from each WMG were contacted by telephone, letter and e-mail informing them of NIEA's intention to audit. Table 5 lists the district councils selected, the dates of the audits and the quarter for which the audit was conducted.

Table 5: District councils audited during the scheme year 2018/19

	District council:	Audit Date	Quarter audited
1.	Newry Mourne & Down DC	29/11/18	April to June 2018
2.	Mid & East Antrim BC	25/01/19	July to September 2018
3.	Causeway Coast & Glens BC	24/01/19	July to September 2018

Each audit involved checking and confirming the relevant quarterly data which was submitted to the Monitoring Authority (NIEA) via WDF. One quarter of each district council's LACMW returns was selected, generally the most recent submission. The areas inspected related to:-

1. Landfilling of LACMW.
2. Collection, recycling, reuse and recovery of LACMW.
3. The standard of reporting / evidence for end destinations of recycled / recovered material streams.

In each case documentation was requested relating to each waste stream recorded within WDF. The documentation requested had to provide robust evidence of reported figures (e.g. waste transfer notes, Annex VIIs, invoices, Quality Protocol test results etc) and was compared against figures entered in WDF, and from landfill operator returns. The type of documentation used to compile returns was noted as were the names of any intermediate facilities, and waste carriers used. Where facilities had been selected which were not considered to be final destinations, further information on the final destination of the waste stream was also requested.

Records were requested to confirm the data entered for household and non-household residual waste collections e.g. regular household collections and civic amenity site skips. Evidence was sought as to the composition of, and origin of components in the final residual waste stream as well as the methodology used to determine these respective tonnages. A similar methodology to the landfill operators was employed for the inspection of the residual waste tonnages sent directly to landfill i.e. at least one week in each month of the relevant quarter was inspected and compared with the landfill operator return.

Residual waste sent to MRFs for recovery was inspected on the basis of a sample of the waste transfer notes and invoices to confirm and verify the tonnage input to the facility. Evidence was sought in the form of waste transfer notes and / or export documentation (Annex VIIIs) to verify materials recovered for recycling or energy recovery.

All records for recycling, including weighbridge dockets and invoices, were inspected and totalled for comparison with the figures entered in WDF. Where minor discrepancies were discovered these were pointed out to the council officers concerned and rejected by NIEA for rectification on the WDF system accordingly.

Upon completion of the audit a draft report was issued to the district council within twenty five working days of the audit taking place. The draft report summarised the evidence presented during the course of the audit and highlighted where action was required. When the report's recommendations had been agreed the WDF data was rejected to enable the council officer(s) to make the necessary changes, and a final version of the audit report was issued to the district council and the relevant waste management group.

Arrangements for audits were made with the agreement of the council concerned which NIEA visited, for a period of 2-3 days. It is envisaged that in time records will be stored in a single location as local government reforms structures and consolidates contracts to deliver further efficiencies.

The systems used by district councils for the collection and storage of data varied. The majority of data is held in a paper format, although increasing amounts of data are managed through internal spreadsheets and databases. On occasions additional material was e-

mailed to the NILAS Team subsequent to the audit. In the majority of cases the collection and storing of data was managed by one person thereby considerably increasing the risk to the district council as a corporate body for a failure to make a timely statutory submission should that person be absent due to sickness or leave.

Although, the information recorded regarding final destinations has improved considerably over the course of the fourteen scheme years more effort is urgently required by some district councils to determine this information. NIEA from the outset of WDF reporting has advised district councils that MRFs were not considered to be a final destination for the recovery of materials, and that councils should determine this information which is also required to discharge their obligations under NILAS Regulation 10 (1) (c). In a wider sense this is one of the main considerations addressed by the overall Duty of Care which covers the whole waste management industry (<https://www.daera-ni.gov.uk/publications/waste-management-duty-care-code-practice>).

NIEA recommends that information on final destinations is obtained on a regular basis, best practice is considered to be at least once every other quarter, to ensure that materials collected are being sent for recycling/ reuse/ recovery and that any rejection prior to reprocessing is accurately recorded. The minimum adequate evidence expected to adequately demonstrate final destinations would be sample copies of waste transfer notes for waste transfers within the UK and / or export documentation (Annex VII notifications) for waste transfers to destinations in other countries outside the UK showing the movement of a particular waste stream between the MRF and the reprocessing destination.

NIEA expect that reprocessing destinations within the UK are accurately recorded with the WDF system, and will accept the name of the country to which waste is sent for processing for EU and non-EU exports with the proviso that export documentation (Notification/ Annex VII) accompanies the evidence presented for the relevant period.

4 Reconciliation Process:

The Monitoring Authority (NIEA) has a statutory duty under NILAS Regulation 13 to calculate the amount of BLACMW sent to landfill by each district council for the scheme year and to prepare a draft reconciliation of the tonnages involved and allowances used. This process must be completed no later than 5 months after the end of the scheme year i.e. by 30th September. The BLACMW sent to landfill is calculated via a mass balance approach.

NIEA delivered each district council's draft reconciliation to the district council & WMG concerned as well as the Allocating Authority on 25th July 2019. This showed that all district councils had surpluses of allowances, and that no transfers of allowances from other district councils in order to meet their obligations under NILAS would be necessary for the scheme year.

The Monitoring Authority has a statutory duty under Regulation 14 to reconcile the allowances available with the amount of BLACMW as calculated under Regulation 13 as soon as reasonably practicable after the end of the reconciliation period. The final reconciliation was completed by 28th November 2019, and issued simultaneously with the annual municipal waste management report (<https://www.daera-ni.gov.uk/articles/published-waste-data>) and the publication of the NILAS Public Register (<https://apps.d.aera-ni.gov.uk/landfillallowances/>).

5. District Council Performance

The scheme year 2018/19 was the fourteenth year of the landfill allowances scheme. In 2018/19 the total number of landfill allowances allocated under NILAS was 234,284 tonnes. Each allowance permits the landfilling of one tonne of BLACMW.

The total amount of BLACMW reported to have been sent to landfill was 153,324 tonnes, a decrease of 17,971 tonnes from 171,295 tonnes in 2017/18. In 2018/19, 34.6% of landfill allowances were not utilised compared to 31.1% not utilised in 2017/18. Over the past 14 years district councils in Northern Ireland have collectively reduced the amount of BLACMW sent to landfill by 404,685 tonnes. Although, it should be noted that the deemed BLACMW percentage in the NILAS Regulations decreased from 71% to 64% from 1st April 2009.

Councils not associated with a waste management group sent 28,129 tonnes of BLACMW to landfill, 52.1% less than their allocated allowances.

The amount of BLACMW sent to landfill by arc21 was 99,865 tonnes, 27.8% less than their allocated allowances.

The amount of BLACMW sent to landfill in the North West Regional Waste Management Group (NWRWVG) was 25,330 tonnes, 32.0% less than their allocated allowance.

Figure 1 shows the calculated BLACMW for the fourteenth scheme year against the allowances allocated to each of the district councils

Table 6 shows the percentage of allowances utilised by each district council ranked according to the balance remaining of the allocation at the end of the scheme year.

Figure 1: Landfill Allowance Utilisation for 2018/19

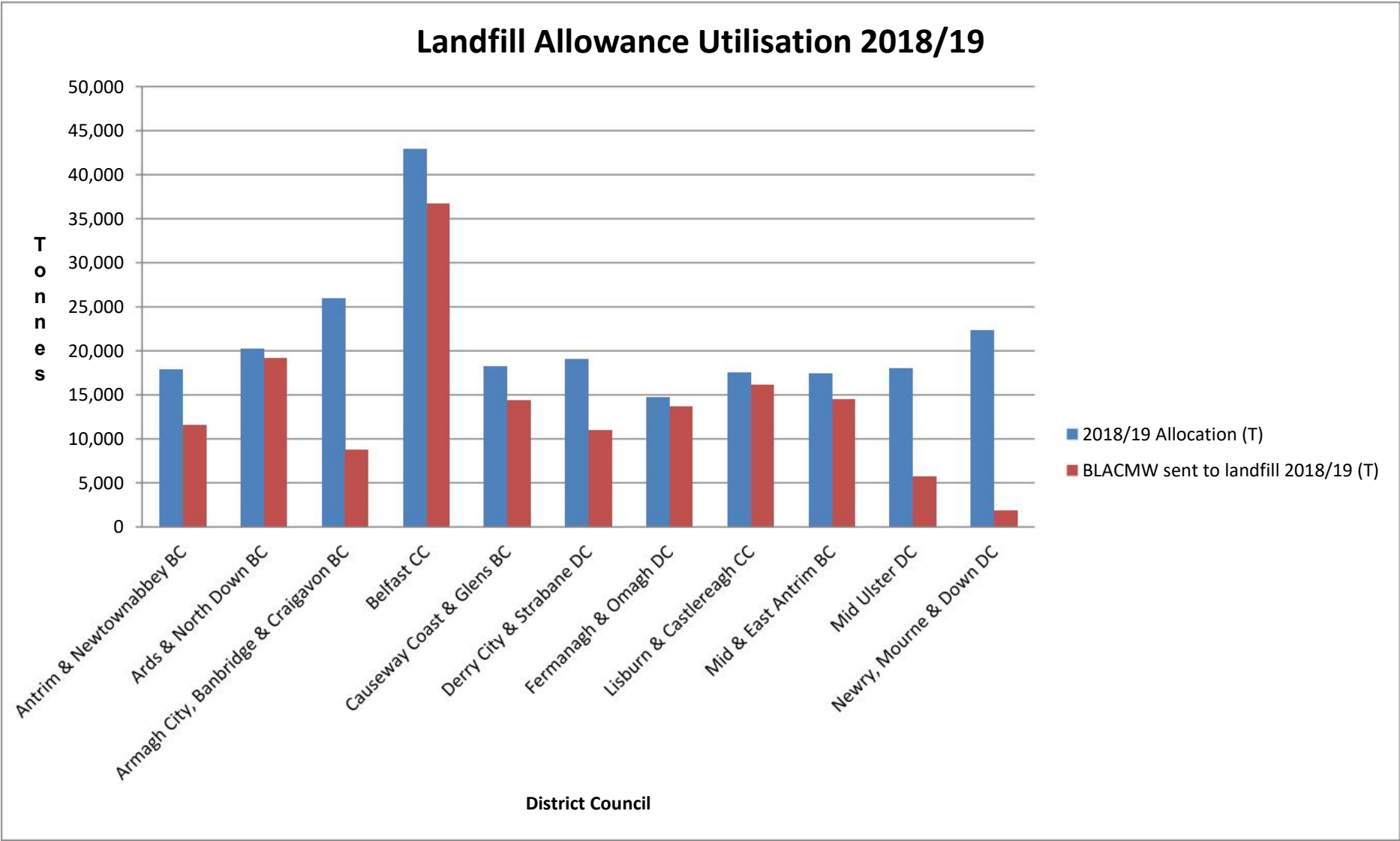


Table 6: Landfill Allowance Utilisation for 2018/19

District Council	BLACMW allowance	BLACMW reported sent to landfill rounded to the nearest tonne	Allowances Utilised (%)
Newry, Mourne & Down DC	22,314	1,846	8.27%
Mid Ulster DC	18,032	5,681	31.50%
Armagh City, Banbridge & Craigavon BC	26,002	8,771	33.73%
Derry City & Strabane DC	19,093	10,974	57.48%
Antrim & Newtownabbey BC	17,878	11,622	65.01%
Causeway Coast & Glens BC	18,170	14,356	79.01%
Mid & East Antrim BC	17,451	14,444	82.77%
Belfast CC	42,904	36,658	85.44%
Lisburn & Castlereagh CC	17,512	16,108	91.98%
Fermanagh & Omagh DC	14,675	13,677	93.20%
Ards & North Down BC	20,252	19,186	94.74%
Northern Ireland total	234,284	153,324	65.44%

Table 7 illustrates the differences between the amount of BLACMW landfilled between the first and fourteenth; and previous and current, scheme years at the Northern Ireland level.

Table 7: Comparison between 1st and current scheme years; and previous and current scheme years

District Council:	Decrease from 2005/06 to 2018/19 (T)	Decrease from 2017/18 to 2018/19 (T)
Northern Ireland – Total	-404,685	-17,971

Figure 2 and Table 8 show and quantify the % increase or decrease in BLACMW landfilled in 2018/19.

Figure 2: Comparison of BLACMW sent to landfill broken down by district council 2018/19

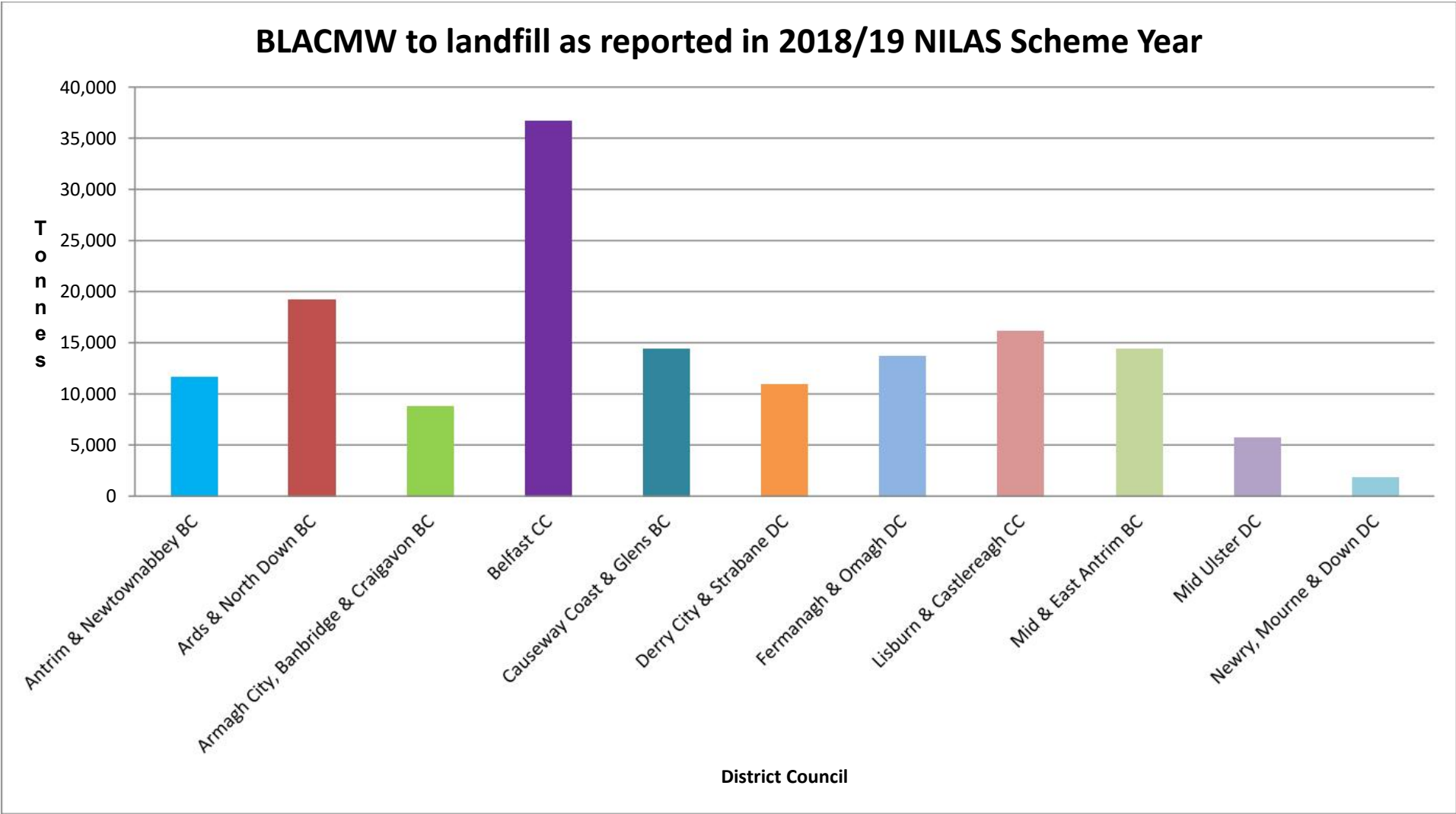


Table 8: Comparison of BLACMW reported as sent to landfill by district council & WMG by NILAS scheme year.

WMG	District Council	2015/16	2016/17	2017/18	2018/19
arc21	Antrim & Newtownabbey BC	18,887	17,609	14,235	11,622
	Ards & North Down BC	27,612	20,462	18,869	19,186
	Belfast CC	45,231	47,399	38,876	36,658
	Lisburn & Castlereagh CC	17,715	19,687	16,458	16,108
	Mid & East Antrim BC	19,009	19,161	14,221	14,444
	Newry, Mourne & Down DC	16,265	5,393	2,612	1,846
NWRWMG	Causeway Coast & Glens BC	17,553	18,996	18,992	14,356
	Derry City & Strabane DC	13,429	13,242	12,074	10,974
None	Armagh City, Banbridge & Craigavon BC	10,376	11,107	9,401	8,771
	Fermanagh & Omagh DC	17,291	16,815	15,439	13,677
	Mid Ulster DC	15,531	14,509	10,117	5,681
Northern Ireland		218,898	204,380	171,295	153,324

5.1 Northern Ireland Local Government Reform Programme

The reform of local government programme implemented a reduction of the 26 district councils to 11. The process was completed by 1st April 2015. The aim of the new bodies was to be more efficient and to deliver more effective services. They will be citizen focused, responding to the needs, aspirations and concerns of their communities. In partnership with others, they will guide the future development of their areas. Therefore, 2014/15 was the last reporting year for the previous local government structures. In 2018/19 NIEA monitored NILAS on the basis of the 11 new councils which commenced operation on 1st April 2015.

The allocations for NILAS until 2020 were revised to take account of the new local government structures (Annex C). The revised allocations have been based on the proportion of the overall Northern Ireland population residing within the new administrative boundaries.

5.2 Northern Ireland Waste Compositional Study 2007/08

NIEA as Monitoring Authority have an obligation under Regulation 9(2) to keep under review the assumed amount of biodegradable waste in collected municipal waste.

Regulation 12(2) deemed the biodegradable content of collected local authority municipal waste to be 71% as determined in 2000 by the Northern Ireland Waste Characterisation Study conducted by NI2000.

The results of the new 2007/08 Northern Ireland Waste compositional study were made public in February 2008. The main finding of this study was the determination that at this time 64% was a more representative figure for the biodegradable content of LACMW within Northern Ireland.

5.3 The Landfill Allowances Scheme (Amendment) Regulations (NI) 2008

In September 2008 P&EPG issued a consultation paper on proposed amendments to the NILAS Regulations with a view to amending NILAS Regulation 12 (2)(a) from 71% to 64% in relation to the deemed biodegradable content in local authority collected municipal waste.

The Landfill Allowances Scheme (Amendment) Regulations (Northern Ireland) 2009 (<http://www.legislation.gov.uk/nisr/2009/46/regulation/2/made>) were made on 11th February 2009 to come into operation on 1st April 2009 changing the deemed statutory BLACMW percentage to 64% for the 2009/10 scheme year onwards. This change reflects the current levels of biodegradability of LACMW in Northern Ireland and is comparable to previously used levels in England (68%), Scotland (63%), and Wales (61%).

Assessment of the impact of the reduction in the BLACMW percentage must be seen in the context of the mass balance calculation, rather than a straightforward 7% reduction. Therefore, the impact of the figures for the BLACMW at 64% may appear greater than originally anticipated.

5.4 Looking Forward to 2019/20

The third and final Landfill Directive target year will come in 2019/20. The UK will report to the European Commission on the basis of the new definition of municipal waste (LACMW plus similar commercial & industrial wastes), but it is expected that NILAS will play its part in helping to achieve overall Landfill Directive targets. However, due to the lack of data following the reform / reorganisation of Northern Ireland's local government in 2015 no forecasts have been made.

Annex A: NILAS– 14th Scheme Year (2018/19) Regulation 13 Draft Reconciliation

District Council	2018/19 Allocation	BLACMW sent to landfill for scheme year 2018/19 (As reported)	BLACMW sent to landfill as % of 2018/19 allocation
Antrim & Newtownabbey BC	17,878	11,217	62.74%
Ards & North Down BC	20,252	19,141	94.52%
Armagh City, Banbridge & Craigavon BC	26,002	8,772	33.73%
Belfast CC*	42,904	37,563	87.55%
Causeway Coast & Glens BC	18,170	14,082	77.50%
Derry City & Strabane DC	19,093	10,974	57.48%
Fermanagh & Omagh DC	14,675	13,677	93.20%
Lisburn & Castlereagh CC	17,512	16,108	91.98%
Mid & East Antrim BC	17,451	14,448	82.79%
Mid Ulster DC	18,032	5,686	31.53%
Newry, Mourne & Down DC	22,314	1,845	8.27%
Northern Ireland – Total:	234,284	153,512	65.52%

Annex B: NILAS progress – 14th Scheme Year (2018/19) Regulation 14 Final

Reconciliation

District Council	2018/19 Allocation (T)	BLACMW sent to landfill 2018/19 (T)	BLACMW sent to landfill 2018/19 (% of allocation)
Antrim & Newtownabbey BC	17,878	11,622	65.01%
Ards & North Down BC	20,252	19,186	94.74%
Armagh City, Banbridge & Craigavon BC	26,002	8,77	33.73%
Belfast CC	42,904	36,658	85.44%
Causeway Coast & Glens BC	18,170	14,356	79.01%
Derry City & Strabane DC	19,093	10,974	57.48%
Fermanagh & Omagh DC	14,675	13,677	93.20%
Lisburn & Castlereagh CC	17,512	16,108	91.98%
Mid & East Antrim BC	17,451	14,444	82.77%
Mid Ulster DC	18,032	5,681	31.50%
Newry, Mourne & Down DC	22,314	1,846	8.27%
Northern Ireland total	234,284	153,324	65.44%

ANNEX C: Northern Ireland Landfill Allowance Scheme Allocations (tonnes) [New district councils]

District Council Name	2015 / 16	2016 / 17	2017 / 18	2018 / 19	2019 / 20	Population (mid-2012 %)
Antrim & Newtownabbey Borough Council	21,148	20,058	18,968	17,878	16,788	7.6%
Ards & North Down Borough Council	23,956	22,722	21,487	20,252	19,017	8.6%
Armagh, Banbridge & Craigavon Borough Council	30,759	29,173	27,588	26,002	24,417	11.1%
Belfast City Council	50,753	48,137	45,521	42,904	40,289	18.3%
Causeway Coast & Glens Borough Council	21,494	20,386	19,278	18,170	17,062	7.8%
Derry City & Strabane District Council	22,586	21,422	20,257	19,093	17,929	8.1%
Fermanagh & Omagh District Council	17,360	16,465	15,570	14,675	13,781	6.3%
Lisburn & Castlereagh City Council	20,716	19,648	18,580	17,512	16,444	7.5%
Mid & East Antrim Borough Council	20,644	19,579	18,515	17,451	16,387	7.4%
Mid Ulster District Council	21,330	20,231	19,131	18,032	16,932	7.7%
Newry, Mourne & Down District Council	26,396	25,036	23,675	22,314	20,954	9.5%
Northern Ireland	277,142	262,856	248,570	234,284	220,000	100.0%



“A living, working, active landscape valued by everyone”



Report on	Building Control Workload
Date of Meeting	14 th January 2020
Reporting Officer	William Wilkinson

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

1.0	Purpose of Report		
1.1	To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council.		
2.0	Background		
2.1	<p>Building Control applications are received in three different forms:-</p> <ul style="list-style-type: none"> a Full Applications - submitted with detailed working drawings. b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc. c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval. 		
3.0	Main Report		
3.1	Workload Analysis	December 2019	Accumulative 2019/20
	Total number of Applications	159	1479
	Full plans applications received	59	600
	Building Notices applications received	85	715
	Regularisation applications received	15	164
	Estimated value of works submitted	£8,641,549	£144,234,886
	Number of inspections carried out by Building Control Officers	742	7342

	Commencements	144	1629
	Domestic Dwellings	51	539
	Domestic alterations and Extensions	76	919
	Non-Domestic work	17	171
	Completions	141	1351
	Domestic Dwellings	65	554
	Domestic alterations and Extensions	66	705
	Non-Domestic work	10	92
	Property Certificates Received	172	1585
4.0	Other Considerations		
4.1	Financial, Human Resources & Risk Implications		
	Financial: Within Current Resources		
	Human: Within Current Resources		
	Risk Management: None		
4.2	Screening & Impact Assessments		
	Equality & Good Relations Implications: None		
	Rural Needs Implications: None		
5.0	Recommendation(s)		
5.1	Members are requested to note the content of this report.		
6.0	Documents Attached & References		
6.1	Appendix 1 – List of significant applications received by Building Control.		

Significant Developments December 2019

Applicant	Location of Development	Details of Development	Estimated value of development
Woodmarque Joinery	16 Mullaghbane Road, Dungannon.	Extension to Joinery Workshop (Floor Area 4593m ²) B.C. fee - £10,413.50	£2,420,511
Tobermore Concrete Products Ltd	2 Lisnamuck Road, Tobermore.	Erection of Paving Manufacturing Plant (Floor Area 4988m ²) B.C. fee - £8,240	£1,799,918
Gorsehill Ltd	Unit 10, Station Road Industrial Estate, Magherafelt.	Erection of Industrial Units (Floor Area 2916m ²) B.C. fee - £7,319.51	£1,536,500
Thomas Hutchinson & Sons Ltd	1 Ballygillen Road, Coagh.	Erection of Office & Storage (Floor Area 653m ²) B.C. fee - £3,450	£602,000
Fort Riding for the Disabled	38 Craigmores Road, Maghera.	Replacement Wall & Roof Cladding & General Refurbishment B.C. fee - £2,090	£330,000

Report on	Entertainment Licensing Applications
Date of Meeting	14 th January 2020
Reporting Officer	William Wilkinson

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

1.0	Purpose of Report
1.1	To update Members on Entertainment Licensing applications across Mid Ulster District Council.
2.0	Background
2.1	The Council has responsibility for licensing places of entertainment in accordance with The Local Government (Miscellaneous Provisions) (NI) Order 1985.
2.2	Entertainment Licensing applications are received on a continued basis across the District.
2.3	Statutory consultations are carried out with PSNI and NIFRS for each Entertainment Licence application (grant or renewal) submitted.
3.0	Main Report
3.1	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.
3.2	<p>Each application is accompanied by the following documentation:</p> <ol style="list-style-type: none"> 1 A current Fire Risk Assessment detailing the following: <ol style="list-style-type: none"> (a) means of escape from premises (b) management responsibilities for day to day safety aspects (c) details of review on an annual basis <p>The fire risk assessment submitted is audited by the inspecting officer.</p> 2 Electrical certification is required for the following: <ol style="list-style-type: none"> (a) General electrical installation (b) Emergency lighting system (c) Fire alarm system

3.3	3 Details of current public liability insurance for premises
	4 Copy of public advertisement in local press
3.3	<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. Areas which would be inspected are as follows:</p> <ol style="list-style-type: none"> 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. 2. All floor, wall, and ceiling coverings are in compliance and in good condition 3. All firefighting equipment are correctly positioned and serviced as required 4. The general condition of the premises is satisfactory 5. All management documentation is in place
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	Members are requested to note the content of this report.
6.0	Documents Attached & References
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 December 2019

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
K McGilly	Quinn's Corner	175 Ballygawley Road Dungannon	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.30 To: 24.30	434
S Brown	Lisnagleer Community Hall	21 Lisnagleer Road Dungannon	14 Unspecified Days	Monday to Friday From: 19.00 To: 01.00 Saturday From: 17.00 To: 01.00	70

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
Mid Ulster District Council	The Bridewell	6 Church Street Magherafelt	Annual	Monday To Sunday From: 09.00 To: 24.00	260
K Corley	Aghaloo Community Centre	70 Moore Street Aughnacloy	Annual	Monday to Thursday From: 09.00 To: 24.00 Friday And Saturday From: 09.00 To: 01.00 Sunday From: 09.00 To: 24.00	460
R Flanigan	Rainey Old Boys' Rugby Football Club	7 Meadowbank Road Magherafelt	Annual	Monday To Saturday From: 17.00 To: 01.00 Sunday From: 17.00 To: 24.00	280

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
P Varela	Tropicana Inns	96 Lower Scotch Street Dungannon	Annual	Monday to Sunday From: 18.00 To: 01.30	150
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	150
B Duffin	Clonoe Commumnity Centre Main Hall	93 Washingbay Road Coalisland	14 Unspecified Days	Monday To Sunday From: 11.30 To: 14.00	600
E Quinn	The Tailor's House	50 Main Street Ballygawley	Annual	Monday To Saturday From: 11.30 To: 13.00 Sunday From: 12.00 To: 23.30	124

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
M Stewart	The Coachman	58 Rainey Street Magherafelt	Annual	Monday To Saturday From: 11.30 To: 01.30 Sunday From: 12.30 To: 24.30	155
Mid Ulster District Council	Maghera Leisure Centre	48a Coleraine Road Maghera	14 Unspecified Days	Monday to Sunday From: 06.30 To: 22.30	880
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	2170

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
MP Doyle	The Shepherd's Rest	220 Sixtowns Road Draperstown	Annual	Monday To Saturday From: 11.00 To: 01.00 Sunday From: 12.00 To: 24.00	340
S Doherty	Fallaghloon AOH Community Hall	189 Glen Road Maghera	Annual	Monday To Sunday From: 09.00 To: 01.00	492
D O'Kane	The Taphouse Bar & Restaurant	37 Main Street Bellaghy	Annual	Monday To Thursday From: 11.30 To: 01.30 Friday To Saturday From: 11.30 To: 02.00 Sunday From: 12.30 To: 24.00	150

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
D Friel	Friels Bar & Restaurant	2-4 Kilrea Road Swatragh	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.00 To: 12.30	230
S Toner	MacFlynn Suite	75 Castledawson Road Magherafelt	Annual	Monday To Saturday From: 08.00 To: 23.00 Sunday From: 08.00 To: 23.00	110
M O'Kane & A M Crawford	McMasters Bar	27 Main Street Maghera	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.30 To: 01.00	120

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
B Duffin	Clonoe Community Centre Bar and Lounge	93 Washingbay Road Coalisland	14 Unspecified Days	Monday To Sunday From: 11.30 To: 02.00	568
P Kidd	St Martin's GAC	51 Longfield Road Desertmartin	Annual	Monday To Sunday From: 10.00 To: 01.00	290
H Downey	Downey's Bar	26-28 Queen Street Magherafelt	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.30 To: 01.00	330
R O'Kane	The Flax Inn	27 King Street Magherafelt	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.00 To: 24.00	115
M Gribbin	Moyola Park Golf Club	15 Curran Road Castledawson	Annual	Monday To Sunday From: 10.00 To: 23.00	297

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
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	175
D Williamson	Fivemiletown Royal British Legion Club Ltd	163 Ballagh Road Fivemiletown	Annual	Monday To Thursday From: 13.00 To: 24.00 Friday And Saturday From: 13.00 To: 24.00 Sunday From: 19.00 To: 23.00	160

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
R Donnelly	The Underground Bar	37 St. Patricks Street Draperstown	Annual	Monday To Saturday From: 11.00 To: 23.00 Sunday From: 12.30 To: 24.00	184
Tobermore Community Projects	McKinney Memorial Hall	33 Main Street Tobermore	14 Unspecified Days	Monday To Sunday From: 08.00 To: 01.00	300
M T Molloy	The Oak Leaf Restaurant	31 Glenshane Road Maghera	Annual	Monday To Thursday From: 12.00 To: 24.00 Friday To Sunday From: 12.00 To: 01.00	135
K Bradley	Walsh's Hotel	53 Main Street Maghera	Annual	Monday To Thursday From: 11.30 To: 0.100 Friday To Sunday From: 11.30 To: 02.00	999

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
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	90
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	175
Mid Ulster District Council	Greenvale Leisure Centre	5 Princess Terrace Magherafelt	14 Unspecified Days	Monday to Friday From: 06.30 To: 23.00 Saturday & Sunday From: 08.00 To: 23.00	810

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
P McCloy	The Terrace Hotel	42-48 Church Street Magherafelt	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 11.30 To: 24.00	710
C McNally	The Hogan Stand	32a Moneyneany Road Draperstown	Annual	Monday To Saturday From: 11.00 To: 01.00 Sunday From: 12.30 To: 24.00	70
M Regan	The Market Inn	25-27 St. Patricks Street Draperstown	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.30 To: 24.00	100

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
H & T McGlone	Secrets Nightclub & Dorman's Bar	15-17 Queen Street Magherafelt	Annual	Monday To Saturday From: 11.30 To: 02.00 Sunday From: 12.30 To: 01.30	1246
Msgnr A Dolan PP VG	St Mary Parochial Hall	1 Tamlaghtduff Park Bellaghy	Annual	Monday To Sunday From: 10.00 To: 01.00	615
P McKenna	McKennas Bar	2-4 Glen Road Maghera	Annual	Monday To Wednesday From: 11.30 To: 23.30 Thursday To Saturday From: 11.30 To: 01.30 Sunday From: 12.30 To: 24.30	107

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
H Stewart	Magherafelt Presbyterian Church	28 Meeting Street Magherafelt	14 Unspecified Days	Monday to Friday From: 20.00 To: 01.00 Saturday From: 20.00 To: 01.00	350
P McAllister	McAllisters Bar & Lounge	76b Sixtowns Road Draperstown	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.00 To: 24.00	190
J Gates	Magherafelt Parish Centre	24 King Street Magherafelt	Annual	Monday To Sunday From: 09.00 To: 01.00	620
Moneyneena & District Development Initiative	An Rath Dubh	53 Moneyneany Road Draperstown	Annual	Monday To Thursday From: 11.00 To: 24.00	300

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
M Loughran	The Perfect Pint	40 Main Street Fivemiletown	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.00 To: 24.00	100
C McVey	The Country House	102 Loup Road Magherafelt	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 12.00 To: 24.00	100

Appendix 2

Schedule of applications issued for the Grant/Renewal of Entertainment Licences in December 2019

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
E Cassidy	Gormley's Bar	3 Church Street Ballygawley	Annual	Monday to Saturday From: 11.30 To: 01.30 Sunday From: 12.00 To: 24.00
P Quinn	The Old Rectory	38 Trewmount Road Dungannon	Annual	Monday To Saturday From: 11.30 To: 01.00 Sunday From: 11.30 To: 24.00
W Dallas	Coagh United Football Club	11 Ballinderry Bridge Road Cookstown	Annual	Monday To Sunday From: 11.30 To: 23.00

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
Royal School Dungannon	Royal School Dungannon	2 Ranfurly Road Dungannon	14 Unspecified Days	Monday To Sunday From: 09.00 To: 01.00
Rev E O'Neill	Coalisland Parochial Centre	12 Stewartstown Road Coalisland	14 Unspecified Days	Monday To Sunday From: 19.30 To: 01.00
B Ruddy	Rock St Patricks GAC Community Hub	5-29 Tullyodonnell Road Dungannon	14 Unspecified Days	Monday To Sunday From: 09.00 To: 01.00
F Brunt	St John's Parish Halls	Murley Road Fivemiletown	14 Unspecified Days	Monday to Sunday From: 09.30 To: 23.00
B Milligan	Mulligans Bar	19 Moneyneany Road Draperstown	Annual	Monday to Saturday From: 11.30 To: 01.00 Sunday From: 11.30 To: 01.00
C Eastwood	Pot Black Snooker Club	2b Burn Road Cookstown	Annual	Monday To Sunday From: 10.00 To: 02.00

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
B McNeice	Tomney's Bar Courtyard	9 The Square Moy	Annual	Monday to Saturday From: 11.30 To: 01.00 Sunday From: 12.30 To: 24.00
C Loughran	The Millwheel Bar	60 Dunnamore Road Cookstown	Annual	Monday & Tuesday From: 11.30 To: 23.30 Wednesday To Sunday From: 11.30 To: 01.30
J H Atkinson	The Inn	47 Main Street Castledawson	Annual	Monday To Saturday From: 12.00 To: 13.00 Sunday From: 12.00 To: 24.00

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
Mid Ulster Council	Seamus Heaney Home Place	45 Main Street Bellaghy	Annual	Monday To Thursday From: 10.00 To: 23.00 Friday – Saturday From: 10.00 To: 01.00 Sunday From: 13.00 To: 22.00
D M McCullough	Rainey Sports Complex	79 Rainey Street Magherafelt	Annual	Monday To Sunday From: 09.00 To: 24.00
A Martin	Tullylagan Country House Hotel	40b Tullylagan Road Cookstown	Annual	Monday To Sunday From: 11.30 To: 01.00
R Mulholland	Ballyscullion House	61 Ballyscullion Road Bellaghy	Annual	Monday To Sunday From: 10.00 To: 01.00
Mid Ulster Council	Dungannon Leisure Centre	Circular Road Dungannon	14 Unspecified Days	Monday to Sunday From: 09.00 To: 01.00

Report on	Dual Language Signage Requests
Date of Meeting	14 th January 2020
Reporting Officer	William Wilkinson

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

1.0	Purpose of Report
1.1	To advise Members of requests for Dual Language Signage from residents on the streets/roads in question.
2.0	Background
2.1	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.
2.2	The Policy for Dual Language Nameplate Signage – 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.
2.3	In accordance with the Policy as adopted, the Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3.0	Main Report
3.1	<p>The Building Control Service within the Public Health and Infrastructure Directorate 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"> 1. Drumullan Manor, Cookstown (See Appendix 2) 2. Church View, Cookstown (See Appendix 3) 3. Millbank Cottages, Cookstown (See Appendix 4) 4. Scotchtown Lane, Coagh (See Appendix 5) 5. Lough Drive, Ballyronan (See Appendix 6) 6. Ardagh Road, Coagh (See Appendix 7) 7. Lough Way, Ballyronan (See Appendix 8) 8. Hawthorn Manor, Cookstown (See Appendix 9) 9. Killetra, Coagh (See Appendix 10) 10. Beechline, Dungannon (See Appendix 11) 11. Derrylattinee Road, Dungannon (See Appendix 12) 12. Shanliss Road, Stewartstown (See Appendix 13) 13. Henderson Park, Stewartstown (See Appendix 14)

	14. Roan Close, Dungannon (See Appendix 15) 15. Ballygruby Lane, Moneymore (See Appendix 16) 16. Ruskey Road, Coagh (See Appendix 17) 17. Beechville Heights, Dungannon (See Appendix 18) 18. Sandymount, Magherafelt (See Appendix 19)
3.2	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).
3.3	The requests which have been validated are proceeding to survey and are currently being processed on a date received basis.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	That Members note the content of this report.
6.0	Documents Attached & References
6.1	Appendix 1 – The Policy for Dual Language Nameplate Signage
6.2	Appendix 2 – Letter received from a resident of Drumullan Manor, Cookstown
6.3	Appendix 3 – Letter received from a resident of Church View, Cookstown
6.4	Appendix 4 – Letter received from a resident of Millbank Cottages, Cookstown
6.5	Appendix 5 – Letter received from a resident of Scotchtown Lane, Coagh
6.6	Appendix 6 – Letter received from a resident of Lough Drive, Ballyronan
6.7	Appendix 7 – Letter received from a resident of Ardagh Road, Coagh

6.8	Appendix 8 – Letter received from a resident of Lough Way, Ballyronan
6.9	Appendix 9 – Letter received from a resident of Hawthorn Manor, Cookstown
6.10	Appendix 10 – Letter received from a resident of Killetra, Coagh
6.11	Appendix 11 – Letter received from a resident of Beechline, Dungannon
6.12	Appendix 12 – Letter received from a resident of Derrylattinee Road, Dungannon
6.13	Appendix 13 – Letter received from a resident of Shanliss Road, Stewartstown
6.14	Appendix 14 – Letter received from a resident of Henderson Park, Stewartstown
6.15	Appendix 15 – Letter received from a resident of Roan Close, Dungannon
6.16	Appendix 16 – Letter received from a resident of Ballygruby Lane, Moneymore
6.17	Appendix 17 – Letter received from a resident of Ruskey Road, Coagh
6.18	Appendix 18 – Letter received from a resident of Beechville Heights, Dungannon
6.19	Appendix 19 – Letter received from a resident of Sandymount, Magherafelt

Policy on Dual Language Nameplate Signage

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 1		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
Equality Screened by	Principal Building Control Officer	Date	20/02/2019
Equality Impact Assessment	N/A	Date	
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Approved By	Environment Committee	Date	12/03/2019
Adopted By	Council	Date	28/03/2019
Review Date		By Whom	
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Document Linkages			

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3.0	Policy Scope	
4.0	Linkage to Corporate Plan	
5.0	Dual Language Signage Nameplates	
6.0	Roles & Responsibilities	
7.0	Impact Assessment <ul style="list-style-type: none"> • Equality Screening & Impact • Staff & Financial Resources 	
8.0	Support & Advice	
9.0	Communication	
10.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
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B	Dual Language Signage Nameplates: <i>Procedure</i>	
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1.0 Introduction

1.1 Mid Ulster District Council resolved that a policy and associated procedures be developed to guide the Council in accordance with the provisions of Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995("the 1995 Order"), referenced in Appendix A to this policy, on;

- (i) Erection of dual language Street signage

2.0 Policy Aim & Objectives

2.1 **Policy Aim:** To ensure that requests for the erection of dual language nameplate signage for existing streets are delivered in a fair, equitable and consistent manner.

2.2 Policy Objectives:

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Signage requirements.
- To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English.
- To facilitate a process that considers requests from residents to have their street sign displayed in their chosen language as well as in English.

3.0 Policy Scope and Legislative Framework

3.1 This policy relates specifically to the naming of the erection of nameplates expressing the name of the street in a language other than English. The statutory basis for this policy is contained within Article 11 of the 1995 Order.

3.2 This legislation empowers Council to authorise the naming of streets within its respective District. It also provides the Council with a discretionary power to erect dual language street signs or second nameplates in a language other than English via Section 1a and 1b. A copy of the relevant statute is included in Appendix A.

3.3 For purposes of this Policy, the following interpretation/ definitions apply as set out within the 1995 Order:

- Nameplate - defined as a means of 'signifying a name in writing'
- Street - defined as 'any road, square, court, alley, passage or lane'.

4.0 Linkage to Corporate Plan

- 4.1 Referring to Mid Ulster District Council's Corporate Plan 2015-2019, this policy contributes toward the delivery of Corporate Theme 1 *Delivering for Our People*.

5.0 Dual Language Signage Nameplates

- 5.1 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.
- 5.2 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.
- 5.3 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, surveys will be issued to all occupiers (the age of 18 or over) of each dwelling where any person resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which is numbered directly off the adjoining street, hereafter referred to as 'property'. Only the views of the occupiers aged 18 or over for 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.

- 5.4 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.
- 5.5 Where an applicant does not have English as their first language, information in relation to this policy can be provided in an alternative language. Applications can be accepted in alternative languages if required by the applicant. Please see Appendix D for details.
- 5.6 Applications for Dual Language Signage will be processed in accordance with the Procedure as outlined in Appendix B
- 6.0 Roles and Responsibilities**
- 6.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.
- 6.2 **Building Control Service:** shall be responsible for implementing arrangements to administer requests to have an existing name of a Street erected in a language other than English;
- 7.0 IMPACT ASSESSMENTS**
- 7.1 Equality Screening & Impact**
- 7.1.1 This policy has been subject to equality screening in accordance with the Council's equality scheme screening process. It has been 'screened out' for an Equality Impact Assessment.
- 7.2 Rural Needs Impact**
- 7.2.1 This policy has been subjected to a rural needs impact assessment and thus can demonstrate regard to rural needs when delivering this public service.
- 7.3 Staff & Financial Resources**
- 7.3.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented.
- 8.0 Support and Advice**
- 8.1 Advice and guidance on the implementation of this should be sought from the Head of Building Control

9.0 Communication

- 9.1 The Building Control Service within the Public Health & Infrastructure Department of Council is responsible for the communication, delivery and adherence to this policy

10.0 Monitoring and Review Arrangements

- 10.1 Implementation of this policy will be routinely monitored and a formal review undertaken 24 months from its effective commencement date.

Appendix A
Article 11, Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995

Street names and numbering of buildings

Powers of councils in relation to street names and numbering of buildings

11.—(1) A council may erect at or near each end, corner or entrance of any street in its district a nameplate showing the name of the street; and a nameplate erected under this paragraph—

- (a) shall express the name of the street in English; and
- (b) may express that name in any other language

(2) A council may, immediately adjacent to a nameplate erected under paragraph (1) which expresses the name of a street in English only, erect a second nameplate expressing the name of the street in a language other than English.

(3) Neither this Article nor anything done by a council thereunder authorises or requires the use of the name of a street expressed in a language other than English as, or as part of—

- (a) the address of any person; or
- (b) the description of any land; for

the purposes of any statutory provision.

(4) In deciding whether and, if so, how to exercise its powers under paragraph (1)(b) or (2) in relation to any street, a council shall have regard to any views on the matter expressed by the occupiers of premises in that street.

(5) Any person who—

- (a) obscures, pulls down or defaces any nameplate erected under paragraph (1) or (2);
- (b) erects in any street any nameplate showing as the name of the street a name different from that in any nameplate erected in the street under paragraph (1) or (2); or
- (c) erects in any street any nameplate purporting to show the name of the street, without the authorisation of the council for the district in which the street is situated,

shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(6) Where a council has exercised its powers under paragraph (1) in relation to any street, the occupier of each house or other building in that street shall ensure that that house or building is at all times marked with such number as the council may approve for the purposes of this Article.

(7) Where a person fails to comply with paragraph (6) the council may serve on him a notice requiring him to comply with that paragraph within 7 days from the date of service of the notice.

(8) A person who fails to comply with a notice served on him under paragraph (7) shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(9) Where a person fails to comply with a notice served on him under paragraph (7) in respect of any house or other building, the council may itself do anything which he has failed to do and may recover from that person summarily as a civil debt any expenses thereby reasonably incurred by it.

(10) In this Article—
“nameplate” includes any means of signifying a name in writing; “street” includes any road, square, court, alley, passage or lane.

(11) The power of a council to erect a nameplate under paragraph (1) or (2) includes power—

- (a) to erect it on any building or in such other manner as the council thinks fit; and
- (b) to cause it to be erected by any person authorised in that behalf by the council.

(12) The following statutory provisions shall cease to have effect, namely—

- (a) sections 64 and 65 of the Towns Improvement Clauses Act 1847^{F6};
- (b) in section 38 of the Towns Improvement (Ireland) Act 1854^{F7} the words “naming the streets and numbering the houses and also so much thereof as relates to”;
- (c) section 21 of the Public Health Acts Amendment Act 1907^{F8};
- (d) section 19 of the Public Health and Local Government (Miscellaneous Provisions) Act (Northern Ireland) 1949^{F9}; and
- (e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings

Appendix B

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 letter, signed by an occupier of the street must be made to Council to enable this matter to be considered. Requests should be made to the Building Control Service within the Public Health and Infrastructure Department. A letter of 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 applicant's address is referenced on the letter and; the individual's name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A 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 letters as referenced at 1, above. A letter will be deemed to be valid where it is submitted by a minimum of one householder on that street. The Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3. Following validation, the Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household (See Appendix E)
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 which has been signed and name printed as required, 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 occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected

6. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will not be approved or erected
7. In specific circumstances a report may be brought to the Environment Committee to determine an application where there are particular issues requiring the Members consideration
8. 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.
9. Where a request for Irish Language signage, the Irish Language Section within Department of Culture and Arts and/or an approved translator will provide the translation 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 second language will not be used to express the name of the street for statutory purposes.
10. The layout, font and size of lettering of the second language shall be in accordance with that as shown in Appendix C.
11. Following the Council's decision with regards to the request on Dual Language Signage for a particular street/road, the outcome will be published on the Council Website. Where requested, written confirmation of the decision will be forwarded to relevant households.
12. 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 C Name Plate Layout

AGREED: 11th September 2018 Environment Committee
23rd September 2018 Full Council

Mono-Lingual New Road / Street Signage

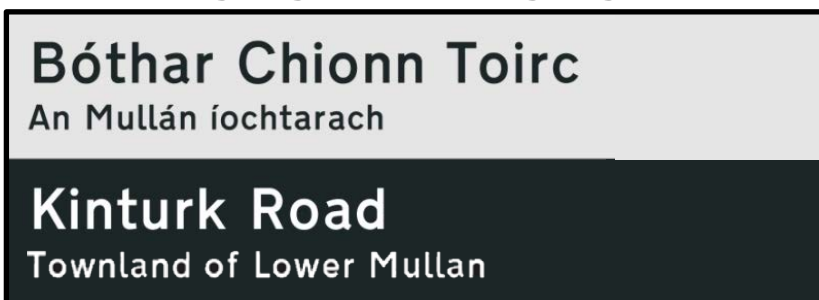


Example signage

Specification

- Name Plate Dimensions: 200mm x length to suit road name
- Background Colour: White
- Font & Colour: Transport Medium; Black
- Road Name font size: Upper case; 70mm Lower case; 50mm
- Townland font size: Upper case; 30mm Lower case; 22mm
- Text Justification: Left hand

Dual Language Street Signage



Example signage

Specification

- Name Plate Dimensions: 460mm x length to suit road name
- Background Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Light Grey Value; C:0 M:0 Y:0 K:10
- Font Type: Transport Medium
- Font Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Standard White
- Road Name font size: Upper case; 63mm Lower case; 50mm
- Townland font size: Upper case; 40mm Lower case; 30mm
- Text Justification: Left hand

Appendix D- Accessibility Statement

The information included in this policy can be made available in alternative formats, such as audio, braille, easy read or large print and may be provided in alternative languages, upon request. Please contact Mid Ulster District Council's Corporate Policy & Equality Officer on 03000 132 132 Ex 24612 or via ann.mcaleer@midulstercouncil.org



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

18 February 2019

Our Ref:- «Ref»

The Occupier
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Mid Ulster District Council have received an application to erect street nameplates in ??? in addition to the current name for the street as indicated above.

The Council's Policy on Street Naming & Dual Language Signage outlines that individuals who meet the following criteria are eligible to register their preference on this matter:

A person who resides on the street in question and appears on the Electoral Register as maintained by the Electoral Office for Northern Ireland.

Our records would indicate that you meet the above criteria.

In accordance with these arrangements I would be grateful if you would complete the attached survey form and indicate your preference in this matter. The completed survey form should be returned to these offices in the addressed envelope provided by **Tuesday 19 March 2019**. *Survey forms received after this date will not be considered.*

On completion of this survey Council will provide a determination on this request on the basis of the majority preference as submitted. For approval to be considered, at least 51% of respondents must be in favour of the proposal (i.e. street nameplates being erected in ???, in addition to English for Name of Street/Development).

If you have any queries on the above please contact Willie Wilkinson in the Magherafelt Office by either:

Tel: 03000 132 132 (Ext 22208)

Email: willie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson
Head of Building Control

Enc

Cookstown Office
Bun Buid
Cookstown
BT80 8DT

Dungannon Office
Lincfield Road
Dungannon
BT17 6LJ

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132
info@midulstercouncil.org
www.midulstercouncil.org



Comhairle Ceannair
Lár Uladh
Mid Ulster
District Council

19 February 2019

Our Ref:- MUDL0078

The Occupier (1)
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Please read the following statements below carefully. Tick your preferred option in the appropriate box, print your name and address and sign the document. Then return this letter which has your reply in the addressed envelope provided by 19 March 2019.

Thank you for your time completing this survey.

Yours faithfully

W Wilkinson

W Wilkinson

Head of Building Control

Options

1. I WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

☐

2. I DO NOT WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

☐

Print Name: _____

Address: _____

Signature: _____

The results of this survey will be available to view on www.midulstercouncil.org but should you wish to receive written correspondence detailing the outcome of the survey please tick this box.

☐

Appendix 2

Willie Wilkinson

C/O Mid-Ulster District Council

Drumullan Manor

Drummullan

BT45 7WY

16th August 2019

Dear Mr. Wilkinson,



Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Drumullan Manor, Drummullan, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

Appendix 3

Willie Wilkinson

C/O Mid-Ulster District Council

Church View

Drummullan

BT45 7SL

16th August 2019

Dear Mr. Wilkinson,



Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Church View, Drummullan, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

Appendix 4

Willie Wilkinson

C/O Mid-Ulster District Council

Millbank Cottages

Drummullan

BT45 7XT

16th August 2019

Dear Mr. Wilkinson,



Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of . Millbank Cottages, Drummullan, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

/

Appendix 5

Willie Wilkinson

C/O Mid-Ulster District Council

Scotchtown Lane

Ballinderry

Cookstown

BT80 0DE

16th August 2019



Dear Mr. Wilkinson,

Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Scotchtown Lane, Ballinderry, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

A handwritten signature, likely of Willie Wilkinson, written in dark ink. The signature is somewhat stylized and appears to be "Willie Wilkinson".

Appendix 6

Willie Wilkinson

C/O Mid-Ulster District Council

Lough Drive

Ballyronan

BT45 6GH



29th August 2019

Dear Mr. Wilkinson,

Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Lough Drive, Ballyronan, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

Appendix 7

Willie Wilkinson

C/O Mid-Ulster District Council

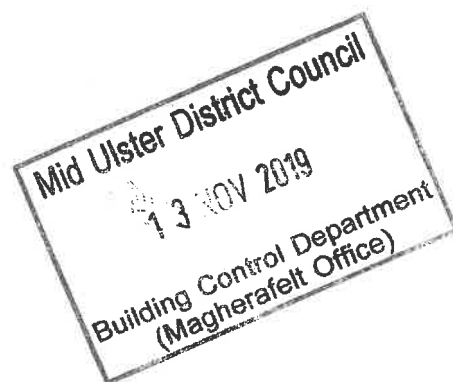
Ardagh Road

Ballinderry

Cookstown

BT80 0AU

16th August 2019



Dear Mr. Wilkinson,

Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Ardagh Road, Ballinderry, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

Appendix 8

Willie Wilkinson

C/O Mid-Ulster District Council

Lough Way

Ballyronan

BT45 6GJ



29th August 2019

Dear Mr. Wilkinson,

Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Lough Way, Ballyronan, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,



Appendix 9

Willie Wilkinson

C/O Mid-Ulster District Council

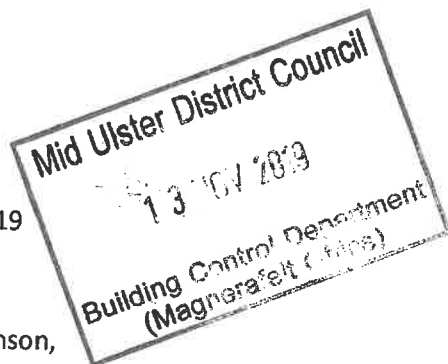
Hawthorn Manor

Drummullan

BT45 7XN

16th August 2019

Dear Mr. Wilkinson,



Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of Hawthorn Manor, Drummullan, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

Appendix 10

Willie Wilkinson

C/O Mid-Ulster District Council

Killetra

Ballinderry

BT80 0BF

6th November 2019

Dear Mr. Wilkinson,



Re: Dual Language Signage Request (Irish Language)

I am writing to request, as a resident of ' Killetra, Ballinderry, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,

✓

Appendix 11

Beechline

Galbally

Dungannon

Bt70 2NJ

13/11/19

To whom it may concern,

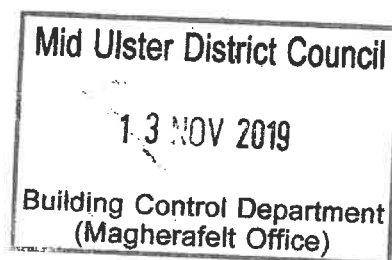
I would like to request dual Irish language sign at the entrance of Beechline estate, Galbally.

Kind regards



7th November 2019

Derrylatinee Road
The Brantry
Dungannon
Co Tyrone
BT70 1PR



Dear Mr Wilkinson/ An tUasal Wilkinson, a chara,

Bá mhaith liom mo bóthar seoladh a bheith i nGaeilge agus i mBéarla, de réir polasí dhá theangacha na gComhairle.
Deimhín gur cónaí buan agam sa seoladh thuas luaite.
Go raibh maith agat as do chuid aire a thabhairt ar an ábhar seo

Please be advised that I would like my road sign to be displayed in Irish and English as per the Council's dual language/signage policy.
I confirm that I am a permanent resident at the above address.
Thank you for your attention to this matter.

Le meas/yours faithfully



Appendix 13

Building Control Service

Mid Ulster Council

Ballyronan Road

Magherafelt

BT45 6EN

Shanliss Road

Stewartstown

Dungannon

BT71 5PZ

Dear Sir, Madam

I am writing to request dual language signage with both the Irish and English translations in the area BT71 5PZ. Please see my details as of the information written above.

Kind Regards,

9/11/19

Mid Ulster District Council

14 NOV 2019

Building Control Department
(Magherafelt Office)

Appendix 14

Willie Wilkinson
Mid Ulster Council
Ballyronan Road
Magherafelt

Dear Mr Wilkinson,

RE: Dual Language Signage

I am writing to ask you to initiate the Council Procedure for dual language signage

Henderson's Park Stewartstown English and Irish Signage

In accordance with the Policy, by way of my signature below, I am giving consent, as a resident of the road, to now carry out the relevant Procedure recently agreed by Council.

Yours sincerely,

*Henderson's Park
Stewartstown
BT71 5HP.*



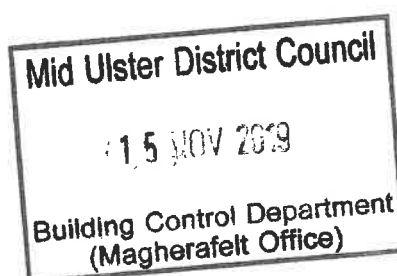
An tUasal Wilkinson, a chara/Dear Mr Wilkinson

Bá mhaith liom mo bóthar seoladh a bheith i nGaeilge agus i mBéarla,
de réir polasí dhá theangacha na gComhairle.
Deimhín gur cónaí buan agam sa seoladh thuas luaite.
Go raibh maith agat as do chuid aire a thabhairt ar an ábhar seo

Please be advised that I would like my road sign to be displayed in
Irish and English as per the Council's dual language/signage policy.
I confirm that I am a permanent resident at the above address.
Thank you for your attention to this matter.

Le meas/yours faithfully

Roan Chase
English
Dungannon
BT 70 1WE



FAO

Mr Willie Wilkinson

Building Control

Magherafelt Council Offices

Ballyronan Road

Magherafelt.

Dear Sir

As a resident and property owner, I am requesting the option of having bilingual signage of Irish and English on the road on which I live which is,

BALLYGRUBY LANE Post code BT45 2XA

Can you confirm receipt of my application.

Regards

Ms/Mrs/Mr

BALLYGRUBY LANE
BT45 2XA

Dated 19/11/2019

Mid Ulster District Council

20 NOV 2019

Building Control Department
(Magherafelt Office)

FAO

Mr Willie Wilkinson

Building Control

Magherafelt Council Offices

Ballyronan Road

Magherafelt.

Dear Sir

As a resident and property owner, I am requesting the option of having bilingual signage of Irish and English on the road on which I live which is,

..... RUSKEY ROAD Post code BT45 7TS

Can you confirm receipt of my application.

Regards

Ms/Mrs/Mr....

..... RUSKEY ROAD
..... LOUP. MONEY MORE
..... MAGHERAFELT CO DERRY

Dated 19.11.19



An tUasal Wilkinson, a chara/Dear Mr Wilkinson

Bá mhaith liom mo bóthar seoladh a bheith i nGaeilge agus i mBéarla,
de réir polasí dhá theangacha na gComhairle.

Deimhín gur cónaí buan agam sa seoladh thuas luaite.

Go raibh maith agat as do chuid aire a thabhairt ar an ábhar seo

Please be advised that I would like my road sign to be displayed in
Irish and English as per the Council's dual language/signage policy.

I confirm that I am a permanent resident at the above address.

Thank you for your attention to this matter.

Le meas/yours faithfully



Beechville Hgts
English
BT71 7DR

Sandymount
MAGHERAFELT

Mr Willie Wilkinson
Mid Ulster District Council
50 Ballyronan Road
MAGHERAFELT
BT45 8EN

RE: IRISH STREET NAMES

Dear Sir,

I would like to request that my estate be surveyed by Mid Ulster District Council to allow it to be named in Irish and English.

Yours sincerely

Mid Ulster District Council
- 3 DEC 2019
Building Control Department
(Magherafelt Office)

Report on	Dual Language Signage Surveys
Date of Meeting	14 th January 2020
Reporting Officer	William Wilkinson

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

1.0	Purpose of Report
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 Nameplate requests.
2.0	Background
2.1	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.
2.2	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.
2.3	In accordance with the Policy as adopted, all occupiers as listed on the Electoral Register residing on the streets/roads as noted below were canvassed, by post seeking their views on the request to erect dual-language street nameplates in the Irish Language as requested in each case.
3.0	Main Report
3.1	The Building Control Service within the Public Health and Infrastructure Directorate issued occupiers of the undernoted streets, correspondence seeking their views on the request to erect a dual-language street nameplate. Completed surveys were received by the return date and the outcome is as follows in each case:

3.2

Name of Street	Glebe Park, Dungannon
Language Requested	Irish
Date Request Validated	06/08/2019
Survey Request Reported to Environment Committee	10/09/2019
Surveys Issued	08/11/2019
Surveys returned by	06/12/2019
Survey Letters Issued	48
Survey Letters Returned	16
Replies in Favour	16
Replies not in Favour	0
Invalid	0
Valid Returns	16
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, it is confirmed that the dual language nameplates at Glebe Park, Dungannon will be erected.

3.3

Name of Street	Jockey Lane, Moy
Language Requested	Irish
Date Request Validated	22/08/2019
Survey Request Reported to Environment Committee	08/10/2019
Surveys Issued	08/11/2019
Surveys returned by	06/12/2019
Survey Letters Issued	19
Survey Letters Returned	10
Replies in Favour	8
Replies not in Favour	2
Invalid	0
Valid Returns	10
Percentage in Favour	80%

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, it is confirmed that the dual language nameplates at Jockey Lane, Moy will be erected.

3.4

Name of Street	Mawillian Road, Moneymore
Language Requested	Irish
Date Request Validated	22/08/2019
Survey Request Reported to Environment Committee	08/10/2019
Surveys Issued	08/11/2019
Surveys returned by	06/12/2019
Survey Letters Issued	56
Survey Letters Returned	34
Replies in Favour	28
Replies not in Favour	6
Invalid	0
Valid Returns	34
Percentage in Favour	82%

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, it is confirmed that the dual language nameplates at Mawillian Road, Moneymore will be erected.

3.5

Name of Street	Killycanavan Road, Dungannon
Language Requested	Irish
Date Request Validated	22/08/2019
Survey Request Approved by Environment Committee	08/10/2019
Surveys Issued	08/11/2019
Surveys returned by	06/12/2019
Survey Letters Issued	84
Survey Letters Returned	30
Replies in Favour	28
Replies not in Favour	0
Invalid	2
Valid Returns	28
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, it is confirmed that the dual language nameplates at Killycanavan Road, Dungannon will be erected.

3.6

Name of Street	Ballygruby Road, Magherafelt
Language Requested	Irish
Date Request Validated	22/08/2019
Survey Request Reported to Environment Committee	08/10/2019
Surveys Issued	08/11/2019
Surveys returned by	06/12/2019
Survey Letters Issued	62
Survey Letters Returned	29
Replies in Favour	25
Replies not in Favour	4
Invalid	0
Valid Returns	29
Percentage in Favour	86%

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, it is confirmed that the dual language nameplates at Ballygruby Road, Moneymore will be erected.

3.7

Name of Street	Annaghmakeown Road, Castlecaulfield
Language Requested	Irish
Date Request Validated	22/08/2019
Survey Request Reported to Environment Committee	08/10/2019
Surveys Issued	08/11/2019
Surveys returned by	06/12/2019
Survey Letters Issued	71
Survey Letters Returned	40
Replies in Favour	28
Replies not in Favour	10
Invalid	2
Valid Returns	38
Percentage in Favour	74%

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, it is confirmed that the dual language nameplates at Annaghmakeown Road, Castlecaulfield will be erected.

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	<p>That Members note the results of the surveys for application of Dual Language Nameplates in Irish for the streets/roads as detailed below.</p> <p>Where more than 51 % of occupiers that respond indicated that they were in favour of the erection of a dual language signage, nameplates will be erected.</p> <p>1 Glebe Park, Dungannon</p> <p>2 Jockey Lane, Moy</p> <p>3 Mawillian Road, Moneymore</p> <p>4 Killycanavan Road, Dungannon</p> <p>5 Ballygruby Road, Moneymore</p> <p>6 Annaghmakeown Road, Castlecaulfield</p>
5.2	
6.0	Documents Attached & References
6.1	Appendix 1 – Street Naming and Dual Language Signage – Section 6.0 : Dual Language Signage Nameplates Policy
6.2	Appendix 2 – Dual Language Nameplate Translation for each street/road

Policy on Dual Language Nameplate Signage

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 1		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
Equality Screened by	Principal Building Control Officer	Date	20/02/2019
Equality Impact Assessment	N/A	Date	
Good Relations	N/A		
Approved By	Environment Committee	Date	12/03/2019
Adopted By	Council	Date	28/03/2019
Review Date		By Whom	
Circulation	Councillors, Staff		
Document Linkages			

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2.0	Policy Aim & Objectives	
3.0	Policy Scope	
4.0	Linkage to Corporate Plan	
5.0	Dual Language Signage Nameplates	
6.0	Roles & Responsibilities	
7.0	Impact Assessment <ul style="list-style-type: none"> • Equality Screening & Impact • Staff & Financial Resources 	
8.0	Support & Advice	
9.0	Communication	
10.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
A	Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995	
B	Dual Language Signage Nameplates: <i>Procedure</i>	
C	Name Plate Layout	
D	Accessiblity Statement	
E	Sample of correspondance	

1.0 Introduction

1.1 Mid Ulster District Council resolved that a policy and associated procedures be developed to guide the Council in accordance with the provisions of Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995("the 1995 Order"), referenced in Appendix A to this policy, on;

- (i) Erection of dual language Street signage

2.0 Policy Aim & Objectives

2.1 **Policy Aim:** To ensure that requests for the erection of dual language nameplate signage for existing streets are delivered in a fair, equitable and consistent manner.

2.2 Policy Objectives:

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Signage requirements.
- To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English.
- To facilitate a process that considers requests from residents to have their street sign displayed in their chosen language as well as in English.

3.0 Policy Scope and Legislative Framework

3.1 This policy relates specifically to the naming of the erection of nameplates expressing the name of the street in a language other than English. The statutory basis for this policy is contained within Article 11 of the 1995 Order.

3.2 This legislation empowers Council to authorise the naming of streets within its respective District. It also provides the Council with a discretionary power to erect dual language street signs or second nameplates in a language other than English via Section 1a and 1b. A copy of the relevant statute is included in Appendix A.

3.3 For purposes of this Policy, the following interpretation/ definitions apply as set out within the 1995 Order:

- Nameplate - defined as a means of 'signifying a name in writing'
- Street - defined as 'any road, square, court, alley, passage or lane'.

4.0 Linkage to Corporate Plan

- 4.1 Referring to Mid Ulster District Council's Corporate Plan 2015-2019, this policy contributes toward the delivery of Corporate Theme 1 *Delivering for Our People*.

5.0 Dual Language Signage Nameplates

- 5.1 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.
- 5.2 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.
- 5.3 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, surveys will be issued to all occupiers (the age of 18 or over) of each dwelling where any person resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which is numbered directly off the adjoining street, hereafter referred to as 'property'. Only the views of the occupiers aged 18 or over for 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.

- 5.4 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.
- 5.5 Where an applicant does not have English as their first language, information in relation to this policy can be provided in an alternative language. Applications can be accepted in alternative languages if required by the applicant. Please see Appendix D for details.
- 5.6 Applications for Dual Language Signage will be processed in accordance with the Procedure as outlined in Appendix B
- 6.0 Roles and Responsibilities**
- 6.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.
- 6.2 **Building Control Service:** shall be responsible for implementing arrangements to administer requests to have an existing name of a Street erected in a language other than English;
- 7.0 IMPACT ASSESSMENTS**
- 7.1 **Equality Screening & Impact**
- 7.1.1 This policy has been subject to equality screening in accordance with the Council's equality scheme screening process. It has been 'screened out' for an Equality Impact Assessment.
- 7.2 **Rural Needs Impact**
- 7.2.1 This policy has been subjected to a rural needs impact assessment and thus can demonstrate regard to rural needs when delivering this public service.
- 7.3 **Staff & Financial Resources**
- 7.3.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented.
- 8.0 Support and Advice**
- 8.1 Advice and guidance on the implementation of this should be sought from the Head of Building Control

9.0 Communication

- 9.1 The Building Control Service within the Public Health & Infrastructure Department of Council is responsible for the communication, delivery and adherence to this policy

10.0 Monitoring and Review Arrangements

- 10.1 Implementation of this policy will be routinely monitored and a formal review undertaken 24 months from its effective commencement date.

Appendix A
Article 11, Local Government (Miscellaneous Provisions) (Northern
Ireland) Order 1995

Street names and numbering of buildings

Powers of councils in relation to street names and numbering of buildings

11.—(1) A council may erect at or near each end, corner or entrance of any street in its district a nameplate showing the name of the street; and a nameplate erected under this paragraph—

- (a) shall express the name of the street in English; and
- (b) may express that name in any other language

(2) A council may, immediately adjacent to a nameplate erected under paragraph (1) which expresses the name of a street in English only, erect a second nameplate expressing the name of the street in a language other than English.

(3) Neither this Article nor anything done by a council thereunder authorises or requires the use of the name of a street expressed in a language other than English as, or as part of—

- (a) the address of any person; or
- (b) the description of any land; for

the purposes of any statutory provision.

(4) In deciding whether and, if so, how to exercise its powers under paragraph (1)(b) or (2) in relation to any street, a council shall have regard to any views on the matter expressed by the occupiers of premises in that street.

(5) Any person who—

- (a) obscures, pulls down or defaces any nameplate erected under paragraph (1) or (2);
- (b) erects in any street any nameplate showing as the name of the street a name different from that in any nameplate erected in the street under paragraph (1) or (2); or
- (c) erects in any street any nameplate purporting to show the name of the street, without the authorisation of the council for the district in which the street is situated,

shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(6) Where a council has exercised its powers under paragraph (1) in relation to any street, the occupier of each house or other building in that street shall ensure that that house or building is at all times marked with such number as the council may approve for the purposes of this Article.

(7) Where a person fails to comply with paragraph (6) the council may serve on him a notice requiring him to comply with that paragraph within 7 days from the date of service of the notice.

(8) A person who fails to comply with a notice served on him under paragraph (7) shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

(9) Where a person fails to comply with a notice served on him under paragraph (7) in respect of any house or other building, the council may itself do anything which he has failed to do and may recover from that person summarily as a civil debt any expenses thereby reasonably incurred by it.

(10) In this Article—
“nameplate” includes any means of signifying a name in writing; “street” includes any road, square, court, alley, passage or lane.

(11) The power of a council to erect a nameplate under paragraph (1) or (2) includes power—

- (a) to erect it on any building or in such other manner as the council thinks fit; and
- (b) to cause it to be erected by any person authorised in that behalf by the council.

(12) The following statutory provisions shall cease to have effect, namely—

- (a) sections 64 and 65 of the Towns Improvement Clauses Act 1847^{F6};
- (b) in section 38 of the Towns Improvement (Ireland) Act 1854^{F7} the words “naming the streets and numbering the houses and also so much thereof as relates to”;
- (c) section 21 of the Public Health Acts Amendment Act 1907^{F8};
- (d) section 19 of the Public Health and Local Government (Miscellaneous Provisions) Act (Northern Ireland) 1949^{F9}; and
- (e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings

Appendix B

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 letter, signed by an occupier of the street must be made to Council to enable this matter to be considered. Requests should be made to the Building Control Service within the Public Health and Infrastructure Department. A letter of 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 applicant's address is referenced on the letter and; the individual's name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A 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 letters as referenced at 1, above. A letter will be deemed to be valid where it is submitted by a minimum of one householder on that street. The Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3. Following validation, the Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household (See Appendix E)
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 which has been signed and name printed as required, 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 occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected

6. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will not be approved or erected
7. In specific circumstances a report may be brought to the Environment Committee to determine an application where there are particular issues requiring the Members consideration
8. 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.
9. Where a request for Irish Language signage, the Irish Language Section within Department of Culture and Arts and/or an approved translator will provide the translation 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 second language will not be used to express the name of the street for statutory purposes.
10. The layout, font and size of lettering of the second language shall be in accordance with that as shown in Appendix C.
11. Following the Council's decision with regards to the request on Dual Language Signage for a particular street/road, the outcome will be published on the Council Website. Where requested, written confirmation of the decision will be forwarded to relevant households.
12. 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 C Name Plate Layout

AGREED: 11th September 2018 Environment Committee
23rd September 2018 Full Council

Mono-Lingual New Road / Street Signage

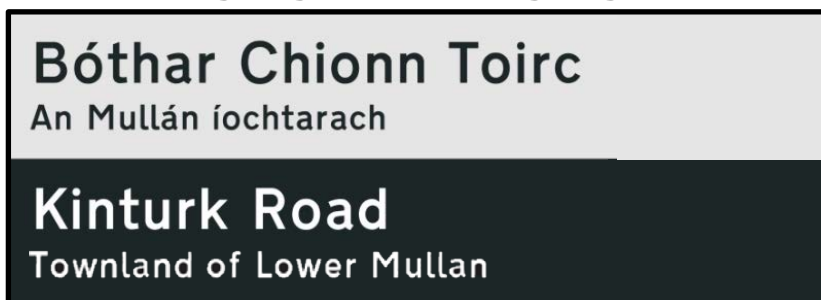


Example signage

Specification

- Name Plate Dimensions: 200mm x length to suit road name
- Background Colour: White
- Font & Colour: Transport Medium; Black
- Road Name font size: Upper case; 70mm Lower case; 50mm
- Townland font size: Upper case; 30mm Lower case; 22mm
- Text Justification: Left hand

Dual Language Street Signage



Example signage

Specification

- Name Plate Dimensions: 460mm x length to suit road name
- Background Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Light Grey Value; C:0 M:0 Y:0 K:10
- Font Type: Transport Medium
- Font Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Standard White
- Road Name font size: Upper case; 63mm Lower case; 50mm
- Townland font size: Upper case; 40mm Lower case; 30mm
- Text Justification: Left hand

Appendix D- Accessibility Statement

The information included in this policy can be made available in alternative formats, such as audio, braille, easy read or large print and may be provided in alternative languages, upon request. Please contact Mid Ulster District Council's Corporate Policy & Equality Officer on 03000 132 132 Ex 24612 or via ann.mcaleer@midulstercouncil.org



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

18 February 2019

Our Ref:- «Ref»

The Occupier
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Mid Ulster District Council have received an application to erect street nameplates in ??? in addition to the current name for the street as indicated above.

The Council's Policy on Street Naming & Dual Language Signage outlines that individuals who meet the following criteria are eligible to register their preference on this matter:

A person who resides on the street in question and appears on the Electoral Register as maintained by the Electoral Office for Northern Ireland.

Our records would indicate that you meet the above criteria.

In accordance with these arrangements I would be grateful if you would complete the attached survey form and indicate your preference in this matter. The completed survey form should be returned to these offices in the addressed envelope provided by **Tuesday 19 March 2019**. *Survey forms received after this date will not be considered.*

On completion of this survey Council will provide a determination on this request on the basis of the majority preference as submitted. For approval to be considered, at least 51% of respondents must be in favour of the proposal (i.e. street nameplates being erected in ???, in addition to English for Name of Street/Development).

If you have any queries on the above please contact Willie Wilkinson in the Magherafelt Office by either:

Tel: 03000 132 132 (Ext 22208)

Email: willie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson
Head of Building Control

Enc

Cookstown Office
Bun Buidé
Cookstown
BT80 8DT

Dungannon Office
Lincfield Road
Dungannon
BT17 6LJ

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132
info@midulstercouncil.org
www.midulstercouncil.org



Comhairle Ceannair
Lár Uladh
Mid Ulster
District Council

19 February 2019

Our Ref:- MUDL0078

The Occupier (1)
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Please read the following statements below carefully. Tick your preferred option in the appropriate box, print your name and address and sign the document. Then return this letter which has your reply in the addressed envelope provided by 19 March 2019.

Thank you for your time completing this survey.

Yours faithfully

W Wilkinson

Head of Building Control

Options

1. I WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

☐

2. I DO NOT WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

☐

Print Name: _____

Address: _____

Signature: _____

The results of this survey will be available to view on www.midulstercouncil.org but should you wish to receive written correspondence detailing the outcome of the survey please tick this box.

☐

Appendix 2

Dual Language Nameplates

	Current Name	Irish Translation
Road	Glebe Park	Páirc na Gléibe
Townland	Mullaghconor Glebe	Gléib Mhullach Uí Chonchúir

	Current Name	Irish Translation
Road	Jockey Lane	Lána an Mharcaigh
Townland	Moy	An Mhaigh

	Current Name	Irish Translation
Road	Mawillian Road	Bóthar Mhaigh an Mhuilinn
Townlands	Tralee Mawillian	An tSraith Liath Maigh an Mhuilinn

	Current Name	Irish Translation
Road	Killycanavan Road	Bóthar Choill Uí Cheannubháin
Townlands	Brookend Mullanahoe Lurgyroe	Bun an tSrutháin Mullach na hUamha An Lorga Rua

	Current Name	Irish Translation
Road	Ballygruby Road	Bóthar Bhaile Gruabaí
Townlands	Ballygruby Ballygurk	Baile Gruabaí Baile Mhig Oirc

	Current Name	Irish Translation
Road	Annaghmakeown Road	Bóthar Eanach Mhic Eoghain
Townlands	Drumreany Finulagh	Droim Raithní Fionnabhlach

Report on	Live Here Love Here, Small Grants Scheme, Information Session-Mid Ulster District Council Area
Date of Meeting	14 th January 2020
Reporting Officer	Fiona McClements

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

1.0	Purpose of Report
1.1	To inform Members of the Live Here Love Here, Small Grants Scheme Information Session for Mid Ulster District Council area on Thursday 5 th March 2020, 6:30pm to 8:30pm in the Burnavon Arts and Cultural Centre, Cookstown.
2.0	Background
2.1	<p>The Small Grants Scheme (SGS) launches each year in April by local Councils, Northern Ireland Housing Executive, McDonalds UK, Coca-Cola and Keep NI Beautiful (KNIB). It provides support to volunteer projects that:</p> <ul style="list-style-type: none"> • Improve the health and well-being of communities whilst helping to improve and/or maintain public spaces. • Use innovative ways to reduce littering and dog fouling in the local area. • Improve the way the local environment is looked after, whether urban, rural. • Contribute to the development of civic pride within a community with a focus on environmental improvement. <p>Grants are available from £500 to £5,000 and are open to volunteer and community groups, all school and third level education organisations, youth groups and sports clubs undertaking civic pride projects throughout Northern Ireland.</p> <p>Further information can be found at the Live Here Love Here (LHLH) website https://www.liveherelovehere.org</p>
3.0	Main Report
3.1	The LHLH team will be delivering an information session in each of the partnering Council areas to advise those attending about the SGS and the approach it takes to improving our local environment and building a sense of pride in our local community. Invites will be circulated to elected Members, volunteers and community groups.
3.2	There will be a particular focus on how to apply in April 2020 and how to write a grant winning application, taking account the key criteria that apply to submitting an application.

3.3	With particular reference to Mid Ulster, there have been 140 applications received from 2014 -2019. Upon assessment against the SGS criteria being met, 55 projects were funded equating to £38,700 awarded.
3.4	Each year there is a Community Awards Ceremony which is a celebration of the environmental heroes who have demonstrated consistent hard work, instilling civic pride and tackling environmental issues within their local community. At these awards volunteers are celebrated through a number of categories including a bespoke Council Litter Heroes Award. Since 2017 there have been 5 award winners from Mid Ulster.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: None
	Risk Management: None.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None.
5.0	Recommendation(s)
5.1	Note the Mid Ulster District Council Live Here Love Here, Small Grants Scheme, Information Session attached at Appendix 1.
6.0	Documents Attached & References
6.1	Appendix 1 – Mid Ulster District Council Live Here Love Here, Small Grants Scheme, Information Session Invite.



The poster features a large dark blue circle in the center. Inside the circle, on the left, is a white location pin icon with a heart inside. To the right of the pin, the words "LIVE HERE LOVE HERE" are written in large, bold, white, blocky capital letters. Below this, the words "SMALL GRANTS SCHEME" are written in a similar but slightly smaller font. Surrounding the central circle are several icons: a hammer with an orange handle and grey head in the top right; a pink flower with a bee on it in the bottom left; and a green recycling bin with a white recycling symbol in the bottom right. Below the central circle, the text "SMALL GRANTS INFORMATION SESSIONS: MID ULSTER" is written in large, bold, dark blue capital letters. To the left of this text is a red, fuzzy, hand-like graphic pointing towards the text. Below the session title, the date and time "Thursday 5th March . 6.30pm-8.30pm" are written in bold dark blue text, followed by the location "Burnavon Arts and Cultural Centre, Cookstown" in the same style. A paragraph of text follows: "The Live Here Love Here team will be travelling around the country and stopping off in different locations to tell you more about the Small Grants Scheme. We'll be telling you all about how to apply in April 2020 and how to write that grant winning application!". Below this, the contact information is given: "For more information and to RSVP contact Ciara at ciara.laverty@keepnorthernirelandbeautiful.org".

**LIVE
HERE
LOVE
HERE**

**SMALL GRANTS
SCHEME**

**SMALL GRANTS INFORMATION
SESSIONS:
MID ULSTER**

Thursday 5th March . 6.30pm-8.30pm
Burnavon Arts and Cultural Centre, Cookstown

The Live Here Love Here team will be travelling around the country
and stopping off in different locations to tell you more about the
Small Grants Scheme. We'll be telling you all about how to apply in
April 2020 and how to write that grant winning application!

**For more information and to RSVP contact Ciara
at
ciara.laverty@keepnorthernirelandbeautiful.org**



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

**KEEP
NORTHERN
IRELAND
BEAUTIFUL**

Report on	Food Sampling Rationale for Mid Ulster District Council
Date of Meeting	14 th January 2020
Reporting Officer	Fiona McClements

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

1.0	Purpose of Report
1.1	To inform Members about the Food Sampling Rationale used to assist officers from the Environmental Health Department when undertaking food sampling.
2.0	Background
2.1	This document relates to sampling of food and for both microbiological and food standards.
2.2	In Northern Ireland the responsibility for the enforcement of food safety and hygiene legislation rests with the Food Standards Agency (NI) and the 11 District Councils.
2.3	The primary legislation governing food sampling includes The Food Safety (Northern Ireland) Order 1991 and the Food Law Code of Practice, The Food Hygiene Regulations (Northern Ireland) 2006, The Official Feed and Food Controls Regulations (Northern Ireland) 2009 and EC Regulation 2073/2005 and 178/2002 (and associated guidance).
3.0	Main Report
3.1	The Environmental Health Department within Mid Ulster District Council recognises the important contribution food sampling makes to the protection of public health and the food law enforcement functions of District Councils.
3.2	When used as part of a suite of food enforcement measures, food sampling can make a very valuable contribution provided it is targeted; risk based and makes the best use of available resources.
3.3	This document has been developed by the Food Standards and Food Fraud sub-group of Northern Ireland Food Managers Group (NIFMG) and is intended to guide district councils when developing sampling programmes as part of our Food Service Plans. The document will help provide a regional focus for microbiological sampling of foodstuffs and sampling in relation to compositional and labelling issues for food standards. The document has been reviewed and tailored for Mid Ulster District Council and is attached to this report (see Appendix 1).

4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: £27,000 sampling budget p.a which is already within budgets
	Human: N/A
	Risk Management: N/A
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	It is recommended that Members note the Food Sampling Rationale which will be used within the Environmental Health Department as appropriate.
6.0	Documents Attached & References
6.1	Appendix 1 – Mid Ulster District Council Food Sampling Rationale.



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

FOOD SAMPLING RATIONALE

CONTENTS

1.0	Introduction
2.0	Aims and Objectives
3.0	Setting the Sampling Programme
4.0	Type of Samples
5.0	Imported Food
6.0	Surveys
7.0	Reporting of Samples

APPENDIX

Appendix 1	List of Guidance to be Considered when Sampling
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1.0 Introduction

This document deals with sampling of food and for both microbiological and food standards.

In Northern Ireland the responsibility for the enforcement of food safety and hygiene legislation rests with the Food Standards Agency (NI) and the 11 District Councils.

Councils in NI recognise the important contribution food sampling makes to the protection of public health and the food law enforcement functions of District Councils.

The primary legislation governing food sampling includes The Food Safety (NI) Order 1991 and the Food Law Code of Practice, The Food Hygiene Regulations (NI) 2006, The Official Feed and Food Controls Regulations (NI) 2009 and EC Regulation 2073/2005 and 178/2002 (and associated guidance).

This document is intended to guide us as we develop sampling programmes as part of our food service plan and to help provide a regional focus for microbiological sampling of foodstuffs and sampling for food standards.

When used as part of a suite of food enforcement measures, food sampling can make a very valuable contribution provided it is targeted; risk based and makes the best use of available resources.

This document should be read in conjunction with LACORS Guidance on Food Sampling for Microbiological Examination Issue 2 January 2006 and Food Standards Agency document Practical Sampling Guidance for Food Standards and Feeding Stuffs, May 2004.

2.0 Aims and Objectives

This document aims to provide a template for a consistent and effective approach to food sampling within district councils across NI.

The objectives of sampling are to:

- Protect the consumer through enforcement of food hygiene and food standards legislation.
- Verify the effectiveness of a food business's Food Safety Management System. Evaluating temperature control, food handling and processing practices.
- Give advice and guidance, if appropriate, on food hygiene and food standards matters.

- Assess the quality of food manufactured, distributed or retailed in Mid Ulster District Council area.
- Ensure imported food complies with relevant food legislation.
- Give customers sufficient information to make informed choices
- Detect fraudulent activities
- Ensure consistent and proportionate follow up action is taken upon receipt of sampling results in line with the council's enforcement policy.

3.0 Setting the Sampling Programme

Issues to be considered when devising a sampling plan include:

- Size and health of the population – (outbreak investigation issues)
- Profile of the food industry in NI
- National & regional surveys
- Known food safety/hygiene and food standards issues
- Outbreaks and sporadic incidents of food borne illness
- Laboratory provision
- Available resources

Taking these in turn:

3.1 Size and Health of the Population

It is estimated that the NI population is approximately 1.88 million (NISRA estimates 2018). Annual mortality rates can be obtained on the NISRA website at www.nisra.gov.uk

3.2 Profile of the Food Industry in NI

There are a total of 21,650 food establishments in NI (2017/18 FSA return), they are broken down into the following categories:

Primary Producers	106 (0.5%)
Manufacturers and Packers	1252 (5.8%)
Importers and Exporters	49 (0.2%)
Distribution and Transporters	432 (2%)
Retailers	4030 (16.6%)
Restaurants and other Caterers	15781 (72.9%)

While manufacturers only account for 5.8% of food businesses, consideration should be given to the volume and type of food they produce, the size and extent of their markets and also consideration given to the operation of the

Home Authority Principle and where appropriate the Primary Authority Scheme (PA).

The FSA's Strategic Plan 2015-2020 identifies the key strategic outcomes as:

- Food is safe
- Food is what it says it is
- Consumers can make informed choices about what to eat
- Consumers have access to affordable health food, now and in the future

Sampling therefore plays an important role in ensuring that these strategic outcomes are met.

3.3 Regional and National Surveys

NIFMG working groups meet with the Public Health Laboratory representatives and Public Analyst to discuss arising issues and priorities in the coming year with respect to food hygiene and standards matters. Regional surveys from PHE or the FSA are also coordinated through the working groups.

Imported food contributes 50% of all the food consumed in the UK, the FSA have asked inland authorities to consider sampling imported foods as part of their routine programmes. This would give some assurance of the safety and quality of food entering the country. Although it is possible to plan for most of an authority's samples, there are circumstances that require additional sampling or a change in priorities such as consumer complaints, Food Alerts or RASFFs. We are aware of the need to instigate contingency arrangements should the need arise.

3.4 Known Food Safety/Hygiene Issues

District Councils may collectively or individually consider initiatives based on local needs and experience to deal with known or recurring issues.

Historically, problems have been identified with substitution in meat products and preparations (meat content, labelling etc) substitution of spirits, high salt levels in locally produced foods (including breads), allergen declaration, quid labelling and misrepresentation and more recently presence of undeclared meat species.

3.5 Outbreaks and sporadic incidents of food borne illness

The nature of food poisoning outbreaks mean that it is very difficult to develop a plan to deal with outbreaks in terms of resourcing. It is understood that each investigation will take priority over other sampling programmes.

3.6 Laboratory Provision

Appointed Public Analyst:

Public Analyst Scientific Services Limited
i54 Business Park
Valiant Way
Wolverhampton
WV9 5GB

Telephone number-0845 6009004

Food Examiner

Belfast City Hospital
Public Health Laboratory
Belfast Health & Social Care Trust
Lisburn Road
Belfast
BT9 7AD

Tel: 028 9026 3588

3.7 Available Resources

Councils are under increasing financial pressures but it is important that sample budgets are not cut. In order to protect these budgets Mid Ulster District Council must ensure that samples are targeted to make best use of the available resources and to ensure that the consumer is protected. There is currently no cost for micro sampling.

Traditionally a level of 1.5 samples per 1000 population are procured for chemical analysis. In Mid Ulster District Council this equates to 203 chemical samples per year. The number of samples may be increased if and when the need arises, for example, to facilitate investigations and detection of any food fraud incidents. The annual sampling budget is in the region of £27,000.

4.0 Types of Samples

There are two categories of food samples:

4.1 Informal Sampling

Informal samples should be taken in the following circumstances:

- Sampling is not likely to result in formal action being taken.
- Sampling is for monitoring purposes where there is no legislative aspect.
- Sampling is for background surveillance and compliance levels.

- Sampling is to provide advice to businesses regarding hygiene matters.
- Sampling for nutritional analysis against non-legislative standards e.g. FSA salt targets for certain food

4.2 Formal Sampling

Formal samples should be taken in the following circumstances:

- As a follow-up to a 'Potentially injurious to human health/or unfit for human consumption' sample result
- As part of the investigation of a confirmed food poisoning outbreak
- As part of the investigation of an alleged food poisoning outbreak where there is sufficient evidence/suspicion of an offence
- Where an Officer believes samples results may be required to form evidence for legal proceedings

In all circumstances the officer should discuss the need for formal samples with their line manager. Formal samples must only be taken by officers authorised to do so.

The documents listed at Appendix 1 should be read and considered in detail regarding sampling policies, sampling programmes, preparation and equipment for sampling, sampling approaches and methods.

5.0 Imported Food

Samples of imported foods should account for a minimum of 10% of the total number of samples taken annually in Northern Ireland. In Mid Ulster District Council we will aim towards this figure where appropriate and relevant sampling is identified.

6.0 Surveys

It is the intention of the council to participate where there is an apparent public health benefit in food surveillance programmes which are co-ordinated by the following bodies, as part of programmed sampling.

- FSA Surveillance Programmes
- Health Protection Agency
- NIFMG Sub groups
- Public Analyst Scientific Services

7.0 Reporting of Samples

Results of microbiological and food standards samples should be reported in a timely manner and where appropriate in writing to the Food Business Operator and other interested parties e.g. the manufacturer / Home Authority.

APPENDIX 1

Microbiological Sampling

- FSA Food Law Code of Practice
<https://signin.riams.org/connect/revision/y1lqq/Environmental-Health/Food-Law-Code-of-Practice-NI>
- FSA Food Law Practice Guidance
<https://signin.riams.org/connect/revision/awswc/Environmental-Health/Food-Law-COP-Guidance-NI>
- HPA Guidelines for Assessing the Microbiological Safety of Ready-to-Eat Foods Placed on the Market -
<https://www.gov.uk/government/publications/ready-to-eat-foods-microbiological-safety-assessment-guidelines>
- CCFRA Guideline No. 36 'Guidelines for the Preservation of Official Samples for Analysis'

Food Standards Sampling

- FSA Food Law Code of Practice
(<https://signin.riams.org/connect/revision/y1lqq/Environmental-Health/Food-Law-Code-of-Practice-NI>)
- FSA Food Law Practice Guidance
(<https://signin.riams.org/connect/revision/awswc/Environmental-Health/Food-Law-COP-Guidance-NI>)
- FSA Practical Sampling Guidance for Food Standards & Feeding Stuffs
Part 1: Overall Objectives of Sampling. May 2004 Version 1
- FSA Practical Sampling Guidance for Food Standards & Feeding Stuffs
Part 2: Food Standards Sampling. May 2004 Version 1
- Guidance note for sampling food and feed to determine the presence of genetically modified (GM) material, FSA NI, December 2007 -
<https://fsa.riams.org/resource/files/225>