

**A**

<b>Report on</b>	Transport NI Proposals to Mid Ulster Council
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

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

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

4.3	<p><b><u>Risk Management Implications</u></b></p> <p>The introduction of the aforementioned proposals at this location will assist in the management of road safety issues.</p>
5.0	<p><b>Recommendation(s)</b></p>
5.1	<p>That the Environment Committee endorses the proposals submitted by Transport NI.</p>
6.0	<p><b>Documents Attached &amp; References</b></p>
6.1	<p><b>Appendix 1</b> Letter from Transport NI dated 24<sup>th</sup> March 2017; Proposed Provision of a Disabled Persons' Parking Bay at Main Street, Ballygawley.</p>
6.2	<p><b>Appendix 2</b> Drawing – Proposed Provision of the Disabled Persons' Parking Bay at Main Street, Ballygawley.</p>

**transportni**

**Network Development**

Chief Executive  
Mid Ulster District Council  
Ballyronan  
Magherafelt  
BT45 6EN



Department for

**Infrastructure**

An Roinn

**Bonneagair**

[www.infrastructure-ni.gov.uk](http://www.infrastructure-ni.gov.uk)

County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

24 March 2017

Dear Mr Tohill

**PROPOSED PROVISION OF A DISABLED PERSONS' PARKING BAY AT  
MAIN STREET, BALLYGAWLEY**

TransportNI is proposing to provide a disabled persons' parking bay at Main Street, Ballygawley, as detailed on the attached map.

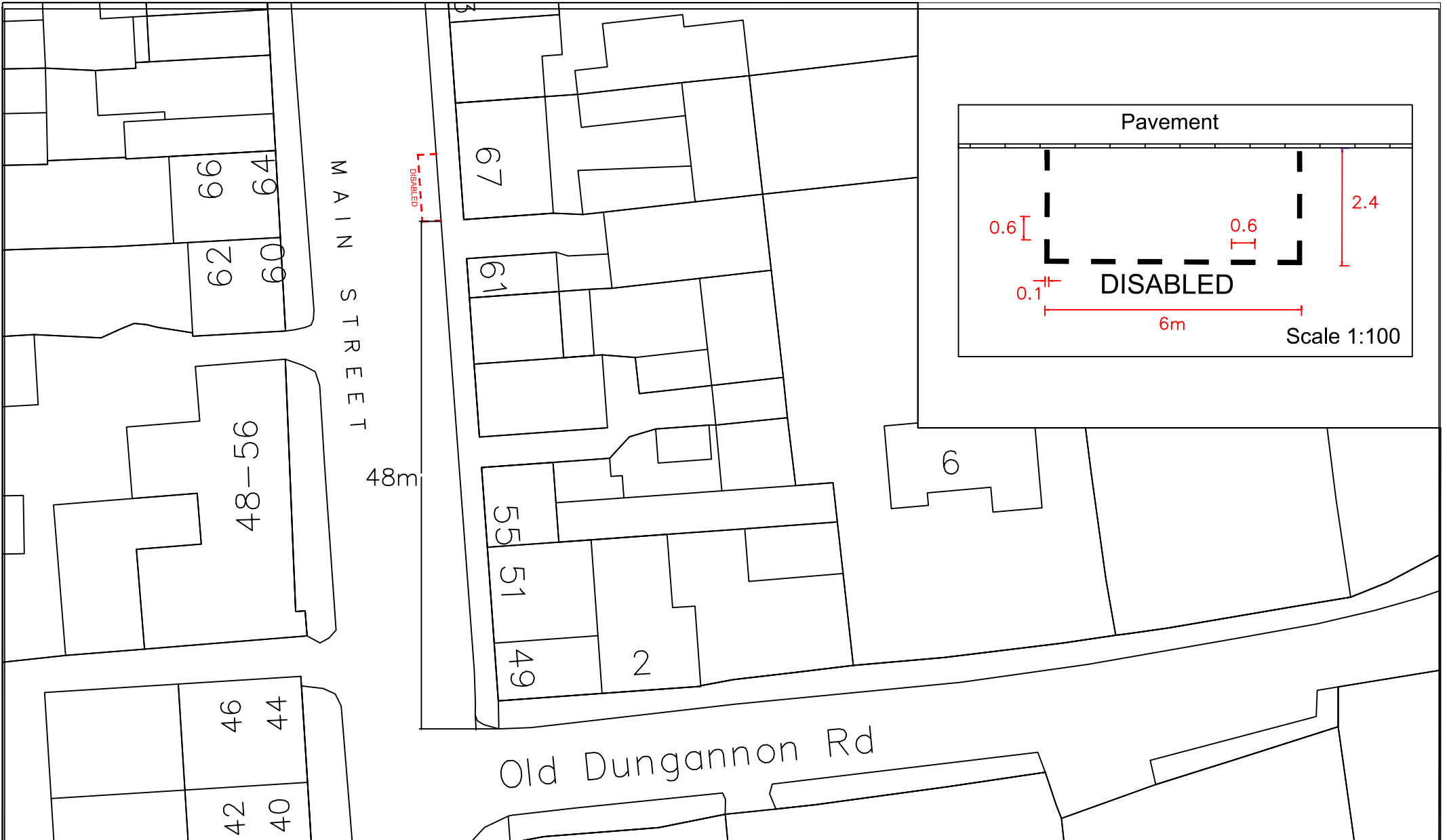
PSNI have been consulted and are in agreement with the proposal.

Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc



**B**

<b>Report on</b>	Transport NI Proposals to Mid Ulster Council
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

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

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

4.3	<p><b><u>Risk Management Implications</u></b></p> <p>The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.</p>
5.0	<p><b>Recommendation(s)</b></p>
5.1	<p>That the Environment Committee endorses the proposal submitted by Transport NI.</p>
6.0	<p><b>Documents Attached &amp; References</b></p>
6.1	<p><b>Appendix 1</b> Letter from Transport NI dated 19<sup>th</sup> April 2017; Proposed No Waiting At Any Time at Sloan Street, Dungannon</p>
6.2	<p><b>Appendix 2</b> Drawing – Proposed No Waiting At Any Time at Sloan Street, Dungannon</p>



**transportni**

**Network Development**

Chief Executive  
Mid Ulster District Council  
Ballyronan  
Magherafelt  
BT45 6EN



Department for

**Infrastructure**

An Roinn

**Bonneagair**

[www.infrastructure-ni.gov.uk](http://www.infrastructure-ni.gov.uk)

County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

19 April 2017

Dear Mr Tohill

**PROPOSED NO WAITING AT ANY TIME – SLOAN STREET, DUNGANNON**

TransportNI is proposing to introduce a no waiting at any time on Sloan Street, Dungannon, 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

Hazel Burton

Enc

# Sloan St Double Yellow Restriction



**C**

<b>Report on</b>	Transport NI Proposals to Mid Ulster Council
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

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

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

4.3	<p><b><u>Risk Management Implications</u></b></p> <p>The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.</p>
5.0	<p><b>Recommendation(s)</b></p>
5.1	<p>That the Environment Committee endorses the proposals submitted by Transport NI.</p>
6.0	<p><b>Documents Attached &amp; References</b></p>
6.1	<p><b>Appendix 1</b> Letter from Transport NI dated 29<sup>th</sup> March 2017; Proposed Revocation of a Disabled Persons Parking Bay at Sullenboy Park, Cookstown</p>
6.2	<p><b>Appendix 2</b> Drawing – Proposed Revocation of a Disabled Persons Parking Bay at Sullenboy Park, Cookstown</p>



**Network Development**

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

[www.infrastructure-ni.gov.uk](http://www.infrastructure-ni.gov.uk)  
County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

29 March 2017

Dear Mr Tohill

**PROPOSED REVOCATION OF A DISABLED PERSONS' PARKING BAY AT  
SULLENBOY PARK, COOKSTOWN**

TransportNI is proposing to revoke a disabled persons' parking bay at Sullenboy Park, Cookstown 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.

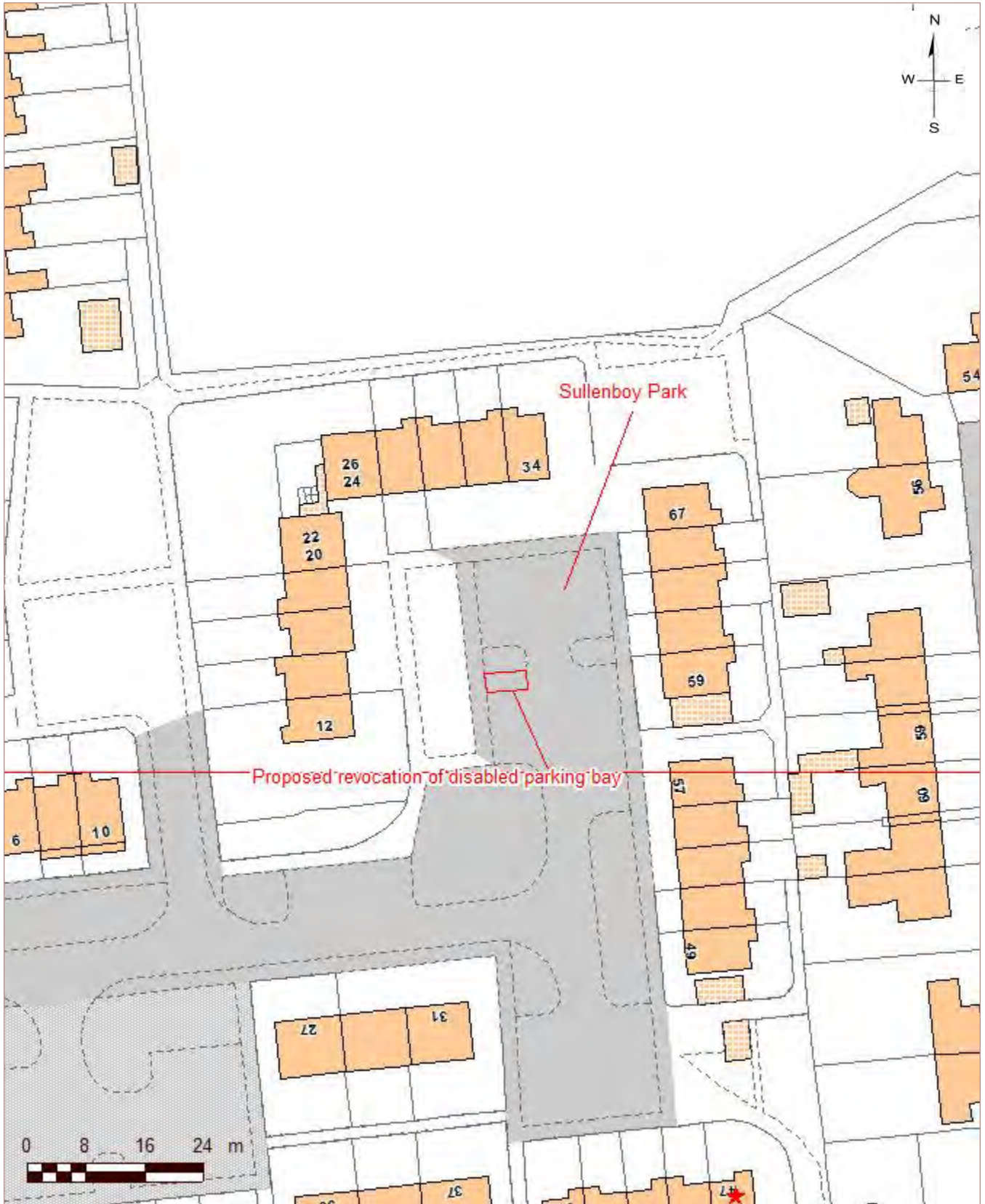
Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc



Proposed revocation of disabled parking bay - Sullenboy Park, Cookstown



**D**



<b>Report on</b>	Rainey Street Public Toilet Options
<b>Reporting Officer</b>	Terry Scullion, Head of Property Services
<b>Contact Officer</b>	Paddy Conlon, Building and Assets Manager

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of options in relation to the Public Toilets at Rainey Street, Magherafelt
<b>2.0</b>	<b>Background</b>
2.1	At the March 2017 the Environment Committee were informed of the outcome of a condition survey on the Council owned public toilets across the district. The public Toilets at Rainey Street, Magherafelt where highlighted as being in a very poor condition and at the end of their operational life.
2.2	As a consequence, it was recommended that the public toilet at Rainey Street be closed, being mindful that other toilet provisions is available in Magherafelt town centre in the form of commercial premises, retailers, the bus station and also a council facility.
2.3	The recommendation was not resolved and the Committee requested future exploratory work be carried out to retain improved toilet provision on the site for town centre use.
<b>3.0</b>	<b>Main Report</b>
3.1	As an alternative option to closing the toilet, three improvement options are detailed below, subject to availability of budget:
3.2	<p><b>Option 1 – Full refurbishment of existing Toilet provision</b></p> <p>A full refurbishment and modernisation of the existing facility can be undertaken at a cost of approximately £42.5k as detailed in Appendix 1. This refurbishment will take approx. six weeks from commencement of works on site and it will involve the following:</p> <ul style="list-style-type: none"> <li>-Planning permission and Building control approval</li> <li>-Demolition and removal of all auxiliaries</li> <li>-Replacement pitched roof and ceilings</li> <li>-Plaster, skim and tiling of walls and floors</li> <li>-New sanitary ware and fixtures and fittings</li> <li>-New M&amp;E installations (plumbing, electric, security, frost protection etc.)</li> </ul>
3.2	<p><b>Option 2 – New replacement Masonry Toilet Block</b></p> <p>A basic replacement masonry toilet block as outlined in Appendix 2, at an estimated cost of £48.25k as detailed in Appendix 3. It will take approximately six weeks to complete when onsite and also require the following:</p>

3.3	<p>-Planning permission and Building control approval          -Demolition of the existing          -New building and commissioning</p> <p><b>Option 3 – New modular Semi automated Toilet Block</b></p> <p>A modular type toilet is available from a number of specialist suppliers, similar to provision in some of the larger towns in the District. An overview of this type of toilet is located in appendix 4. This option will cost approx. £65k and will take two weeks from start to completion when work onsite commences. The following will be required for this option:</p> <p>-Planning and Building control approval          -Demolition of the existing and preparation of the site          -Installation and connection of the module (4 days)</p> <p>Option 3 has other points that require consideration.</p> <ul style="list-style-type: none"> <li>• This module type unit is self-cleansing,</li> <li>• The unit is fully automated to open and close thus removing a lot of the operating costs associated with public conveniences,</li> <li>• The unit is anti-vandal.</li> <li>• Coin operated door that will generate an income to contribute to running costs</li> <li>• The project time frame is considerably shorter than other options.</li> </ul>
4.0	<b>Other Considerations</b>
4.1	<p><b>Financial &amp; Human Resources Implications</b></p> <p>Financial: Cost for this project is dependent on the respective options detailed. As previously advised there is a limited maintenance budget for day to day maintenance of public toilets across the district. Based on the condition survey summary report in the previous committee paper, significant remedial works have been undertaken, with some more extensive repairs almost complete at toilets in poor condition (e.g. Lough Fea). As previously advised there is no capital investment plans for new or replacement public toilet provision in the district.</p> <p>Human: Officers time preparing and managing any toilet enhancement or replacement scheme.</p>
4.2	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>Potential equality issues regarding the Disability Discrimination Act 1995.</p>
4.3	<p><b><u>Risk Management Implications</u></b></p> <p>Replacing the current facilities will reduce the risk of injury to members of the public given the poor condition of the facility.</p>

<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members agree to close the existing facility with a view to its replacement once financial resources become available and to require the Head of Property Services to make an urgent application to the Council through the Policy and Resources Committee for an allocation under the Capital Programme for their replacement.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	<p>Appendix 1- QS cost estimate to refurbish the existing toilet block</p> <p>Appendix 2- Proposed Sketch for a new masonry toilet block</p> <p>Appendix 3- QS cost estimate for replacing with a new masonry toilet</p> <p>Appendix 4 - Modular semi-automatic Toilet pod</p>

21 King Street, Magherafelt, N. Ireland BT45 6AR  
T 028 7963 4734  
F 028 7930 0001  
E djwalls@adsurveyors.co.uk



Cost Management  
Certification Services  
Environmental / Energy Services  
Project Management  
Specialist Services  
Expert Witness



"adding value to peoples lives"

[www.adgroup.co](http://www.adgroup.co)

### Option 2- Refurbishment of Existing

Remove existing roof structure and covering complete	£500
New roof structure and covering; Trocal type covering	£2,000
Remove and replace existing external doors and windows	£8,500
Hack off existing external render	£800
New external render	£2,500
Remove and replace internal doors and replace with new	£3,200
Remove and replace existing ceiling	£1,900
Remove and replace existing internal floor and wall finishes	£6,500
Remove and replace existing Mechanical and Electrical Installations	£7,500
External paving, making good	£3,500
Replace external wall copings and replace areas of walling which are defective	£3,100
Fees	£2,500

**Total** £42,500

### Exclusions:

VAT at current rate, Inflation, Cost Fluctuations subsequent to 27/04/137, Planning Application/Local Authority recommendations, CDM/DDA Regulations.

Good ground conditions have been assumed.

The foregoing costs are budget and are subject to Tender.

Yours faithfully

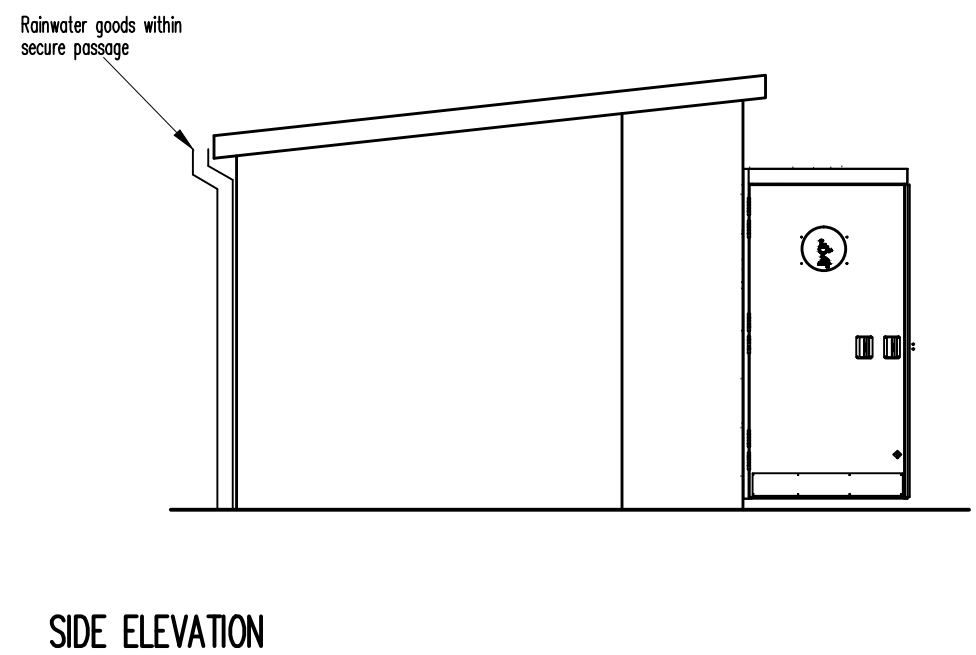
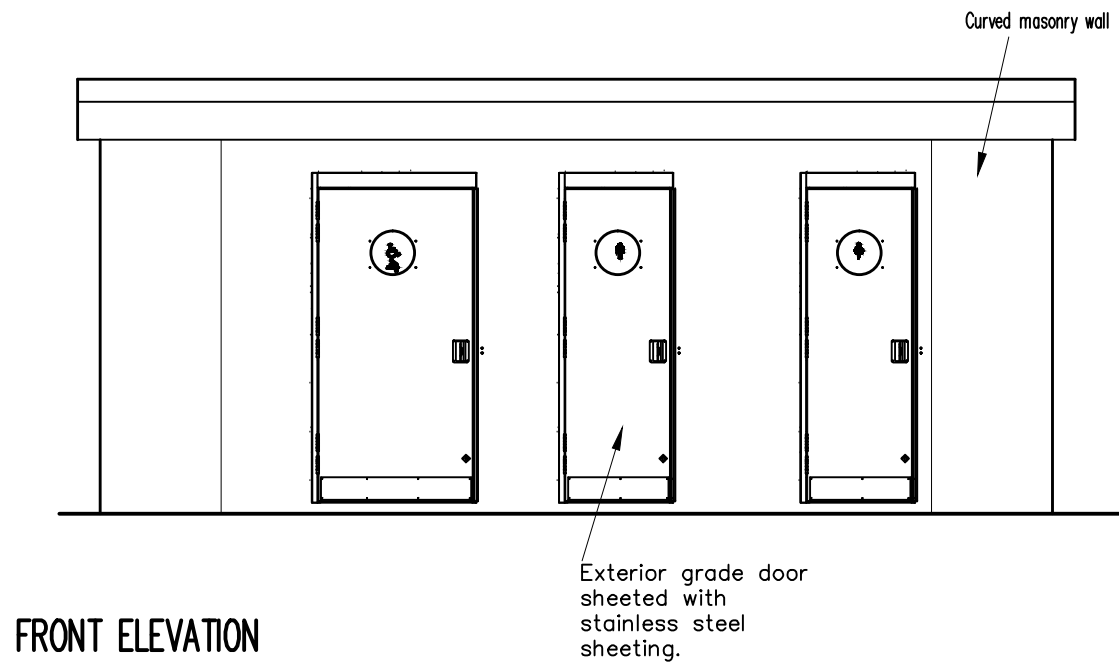
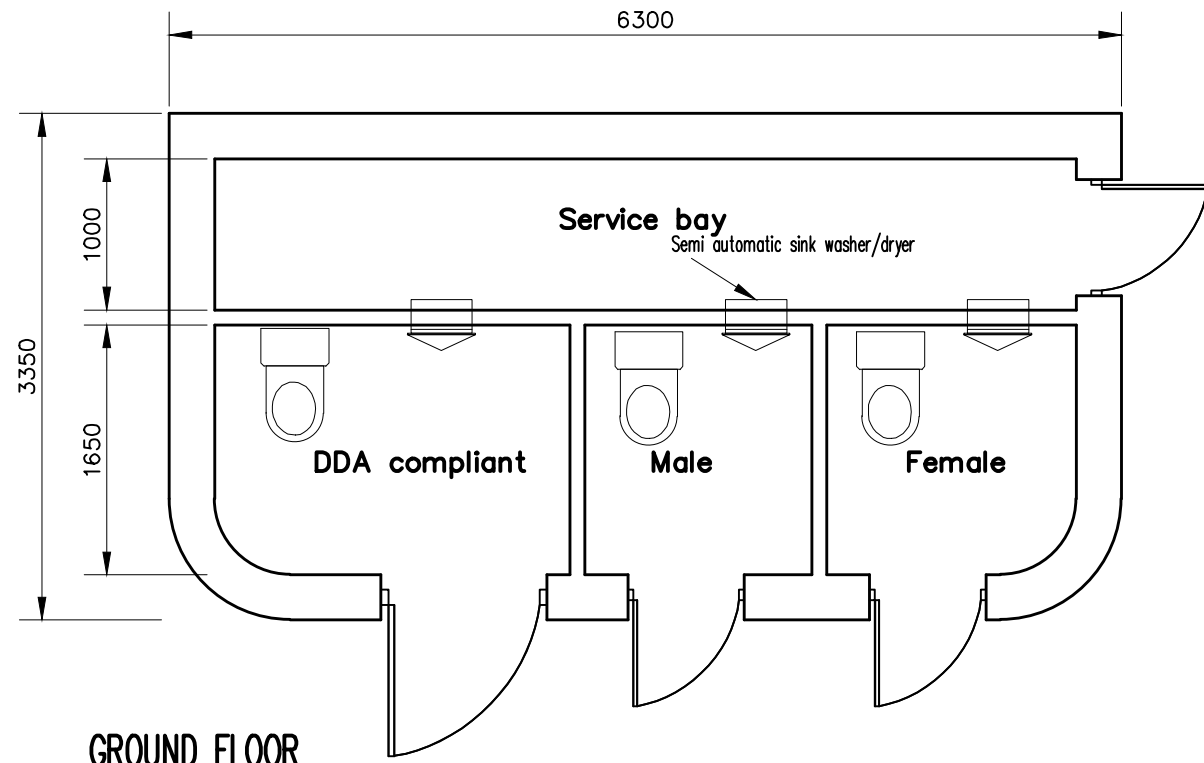
Damian J. Walls  
For AD Chartered Surveyors

Offices at: 112 Strand Road, L'Derry, BT48 7NR  
F 028 7127 1574  
F 028 7126 2271  
E info@adgroup.co

Scottish Provident Building,  
7 Donegall Square West, Belfast, BT1 6JB  
F 028 9023 9700  
F 028 9023 6708

Directors:  
Damian J. Walls BSc. (Commend), MRICS, DIS, SCS  
A.D.Surveyors Ltd. Reg No. NI49080





<b>Midulster</b> DISTRICT COUNCIL		REVISION :
		AMENDED:
PROJECT : <b>Proposed new public convenience          at Rainey street, Magherafelt</b>		
DRAWING TITLE : SKETCH PLAN 01		
DATE : 06/10/15	SCALE : 1/50 at A3 or as indicated	
DRAWN : D.BELL	REF : <b>02</b>	



"adding value to peoples lives"

[www.adgroup.co](http://www.adgroup.co)

27<sup>th</sup> April 2017

**For the Attention of Mr Pat Conlon**

Mid Ulster District Council  
Ballyronan Road  
Magherafelt  
BT45 6EN

Dear Sir

**RE: PROPOSED NEW/ REFURBISHMENT OF PUBLIC CONVENIENCE AT RAINEY STREET,  
MAGHERAFELT**

We have been commissioned by Mid Ulster District Council to provide a report outlining refurbishment costs vs. replacement of the Rainey street toilets. Please find below cost analysis for the two options:-

**Option 1- New**

Demolitions	£5,000
Substructures	£4,000
External Walls	£7,000
Internal Walls	£4,000
Roof	£3,000
External Doors	£5,500
Ceilings	£1,750
Mechanical and Electrical Installations	£6,000
Finishes- Floor, wall tiling	£4,000
External paving, making good	£3,500
Drainage	£2,000
Fees	£2,500
<b>Total</b>	<b>£48,250</b>

Offices at: 112 Strand Road, L'Derry, BT48 7NR  
T 028 7127 1574  
F 028 7126 2271  
E info@adgroup.co

Scottish Provident Building,  
7 Donegall Square West, Belfast, BT1 6JB  
T 028 9023 9700  
F 028 9023 6708

Directors:  
Damian J. Walls BSc. (Commend), MRICS, DIS, SCS  
A.D.Surveyors Ltd. Reg No. NI49080





### **Installed ready for use**

It has never been so simple to replace toilets which no longer comply with modern requirements in terms of hygiene, safety and the environment. No more worries about tiling or laying floors; simply compile the integrated STAR to meet your needs, and it will be installed ready for use on location.

### **With attention and care for the environment**

The unique cleaning system in the 5STAR has extremely low water consumption (approximately 20 litres/cycle). Nightly disinfection takes place without pollutants being released into the environment. On purchasing the 5STAR, your old toilets can be recycled in our factory.

- **Disinfection DCN-ECO3®**

The toilet is fully disinfected at night time, without any pollutants being released into the atmosphere.

- **Low water consumption**

Our rinsing system uses 35% less water than standard systems: a mere 16 litres per cycle. The water system is fully closed when not in use. No risk of loss or wastage of water.

- **Low carbon footprint**

## **5Star is:**

- **1 Safe**

- Presence detection using electronic weight sensors under the floor (min/max weight can be set). This prevents children becoming locked in, or more than one person entering the toilet simultaneously.

- **2 Always clean**

- The special floor cleaning system automatically removes dirt and waste products. The technology of the 5 STAR ensures perfect cleaning, disinfection and drying of the toilet, toilet seat and the floor, while complying with the highest standard of cleaning and treatment.

- **3 Remote control and maintenance**

- Thanks to the remote control, 16 different functions of the toilet can be remotely monitored 24/7, in real-time, via PC or smartphone.

- **4 Hygienic**

- The special nightly disinfection system ensures optimum cleanliness.

- **5 Accessible**

- Extra facilities for disabled persons, including spoken instructions and Braille buttons.

- 90% Of the toilet components are fully recyclable (cement, aluminium, plastic, etc.). Our toilets can simply be returned to our factory.

- **Low-energy led lighting**

Exterior and interior lighting of the toilet is provided by LED lamps (12v). The electricity consumption per cycle is 20W. The lighting remains inactive when the unit is not in use, to avoid wasting energy

- **Remote control**

Our toilets can be fitted with a remote control system in order to check the status of the toilet. This reduces the need for physical checks on location, soon giving fuel savings of around 10%, while also optimising the maintenance process.





**E**

<b>Report on</b>	<b>Property Services Service Improvement Plan 2017/18</b>
<b>Reporting Officer</b>	Terry Scullion, Head of Property Services
<b>Contact Officer</b>	As above

<b>Is this report restricted for confidential business?</b>	Yes	<input type="checkbox"/>
If 'Yes', confirm below the exempt information category relied upon	No	<input checked="" type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of the content of and to seek approval for the annual Service Improvement Plan (SIP) for Property Services for 2017/18.
<b>2.0</b>	<b>Background</b>
2.1	The Property Services Improvement Plan for 2016/17 was approved at the Environment Committee meeting in May 2016. A SIP for the new financial year (2017/18) is now required.
<b>3.0</b>	<b>Main Report</b>
3.1	Property Services is part of the Environment and Property Directorate and is responsible for the following function areas across Mid Ulster District Council: <ul style="list-style-type: none"> <li>• Property/Asset Management and Maintenance</li> <li>• Compliance and Energy Management</li> <li>• Fleet Management and Maintenance</li> <li>• Cemeteries (Operational and Historical)</li> <li>• Grounds Maintenance</li> <li>• Off Street Car Parking</li> <li>• Public Toilets</li> </ul>
3.2	The Service Improvement Plan includes the following areas: <ul style="list-style-type: none"> <li>• Purpose, scope and responsibilities of the service</li> <li>• Customers and stakeholders</li> <li>• Overview of performance in 2016/17</li> <li>• Budget and staffing complement for 2017/18</li> <li>• Work plan for 2017/18</li> <li>• Action Plan for 2017/18 (linked to Corporate Improvement Objectives)</li> <li>• Risk Management Register</li> </ul>

3.3	A full copy of the Service Improvement Plan is attached in Appendix 1.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: The planned actions within the Service Improvement Plan will be delivered within the annual Services budget of approximately £4.3m for 2017/18.</p> <p>Human: Full population of the Property Services staffing structure will be required to successfully deliver all the service improvements.</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None.</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None.</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the contents of this report and to approve the Property Services Service Improvement Plan for 2017/18.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 - 2017/18 Property Services Annual Service Improvement Plan



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

# *Environment & Property Services (Property Services)*

## **SERVICE PLAN - 2017 / 18**

	Date
Consulted within staff team	12/ 04 / 2017
Discussed & signed off by Director	27/ 04 / 2017

# CONTENT

SECTION	TITLE	PAGE NUMBER
<b>1.0</b>	<b>OVERALL PURPOSE &amp; SCOPE OF THE SERVICE</b>	
1.1	Purpose and scope of the service	<b>3</b>
1.2	Responsibilities	<b>3</b>
1.3	Customers & Stakeholders	<b>4</b>
1.4	Performance Overview in 2016/17	<b>4</b>
<b>2.0</b>	<b>SERVICE WORK PLAN - 2017/18</b>	
2.1	Budget - 2017/18	5
2.2	Staffing Complement – 2017/18	6
2.3	Work Plan – 2017/ 18	7
2.4	Service Contribution to the Corporate Improvement Objectives/Projects	11
2.5	Measures of Success	13
<b>3.0</b>	<b>IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2017/18</b>	
3.1	Council’s Improvement Objectives and Associated Programs – 2017-18 and 2018-19	<b>14</b>
3.2	Risk Management of Service	15

## **1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE**

### **1.1 Purpose and Scope of the Service**

*Property Services is part of the Environment and Property Directorate and is responsible for the following function across Mid Ulster District Council area:*

- *Property/Asset Management and Maintenance*
- *Compliance and Energy Management*
- *Fleet Management and Maintenance*
- *Cemeteries (Operational and Historical)*
- *Grounds Maintenance*
- *Off Street Car Parking*
- *Public Toilets*

### **1.2 Responsibilities**

***The section is specifically responsible for the following functions:***

- *All processes and procedures in relation to asset management, building maintenance and repair services of Council properties, including structural, preventative, reactive maintenance, and emergency works that may arise.*
- *Compliance activities to ensure works and services enable Council to meet statutory and regulatory requirements in relation to its Building and Assets, including Safety, Energy Management, Asset management and inspections, Asbestos, and Legionella management.*
- *Management, maintenance, replacement and disposal of the Council's fleet, including compliance with Council's Fleet Operator's Licence (Goods Vehicles Licensing of Operators Act (NI) 2010) requirements.*
- *Management and administration of an efficient Customer focused Cemeteries service, ensuring that all legal statutes are complied with in the Council's active and historical cemeteries.*
- *The development, delivery and maintenance of a quality grounds maintenance and horticultural services across Council sites, public amenities, towns and villages.*
- *Management, development and performance monitoring of Council's Off Street Car Parks*

- *Front end service delivery of key amenities including Public Toilets and Maghera Walled Garden*
- *The provision and management of third party contracts, services and supplies to deliver an efficient and responsive service to internal and external services and facilities.*

### 1.3 Customers & Stakeholders

<b>Customers &amp; Stakeholders</b>
• Elected members
• Council staff
• Trade Union representatives
• Ratepayers/Public
• Central Government (e.g. Transport NI, DfI, NIEA,)
• Third party Contractors/service providers
• Clergy/Undertakers/Funeral Directors
• Awards/Accreditation bodies (e.g. NI Amenity Council, Tidy Towns, OHSAS 18001)
• Other Councils/groups (e.g. Energy Manager's Forum)

### 1.4 Performance Overview in 2016/17

The following table provides a progress summary and the impact made by last years' Service Plan (2016-2017). It also details key successes, remaining challenges for the Service and how it made a difference.

<b>2016/17 Performance Overview</b>
<b>Successes Include:</b>
• Events and promotion initiatives to raise awareness of Maghera Walled Garden
• Establishment of a Computerised Cemetery Administration and record keeping system
• Establishment of grounds maintenance standards for the Council area
• Improvements to Council's Transport Management undertaking and compliance with Council's Operator's Licence
• Stakeholder Consultation and engagement to develop an Off Street Car Park Strategy and Action Plan
• Procurement of an asset management and computerised maintenance management software provider
• Improved population of Service Organisation structure i.e. new staff deployed and in place

• Retention of OHSAS 18001 Quality Standard for Cookstown Cemetery
• Event support across the district, including the completion and opening preparations for Seamus Heaney HomePlace and associated Village Improvement works
• Office accommodation improvements and relocation arrangements for staff to aid business alignment
• Directorate Pay, Grading and Harmonisation for frontline staff
<b>Challenges Include:</b>
• Consistent Implementation of grounds maintenance delivery standards and outcomes
• Review and update MUDC's Fleet Operator License and Transport Management undertaking
• Implementation of an alternative and consistent management model for off street car parks
• Full implementation of procurement work plan
• Implementation of energy management improvement measures for Council facilities
• Development of an asset management strategy for Council's estate
• Full population of the Service staff structure

## 2.0 SERVICE WORKPLAN 2017/18

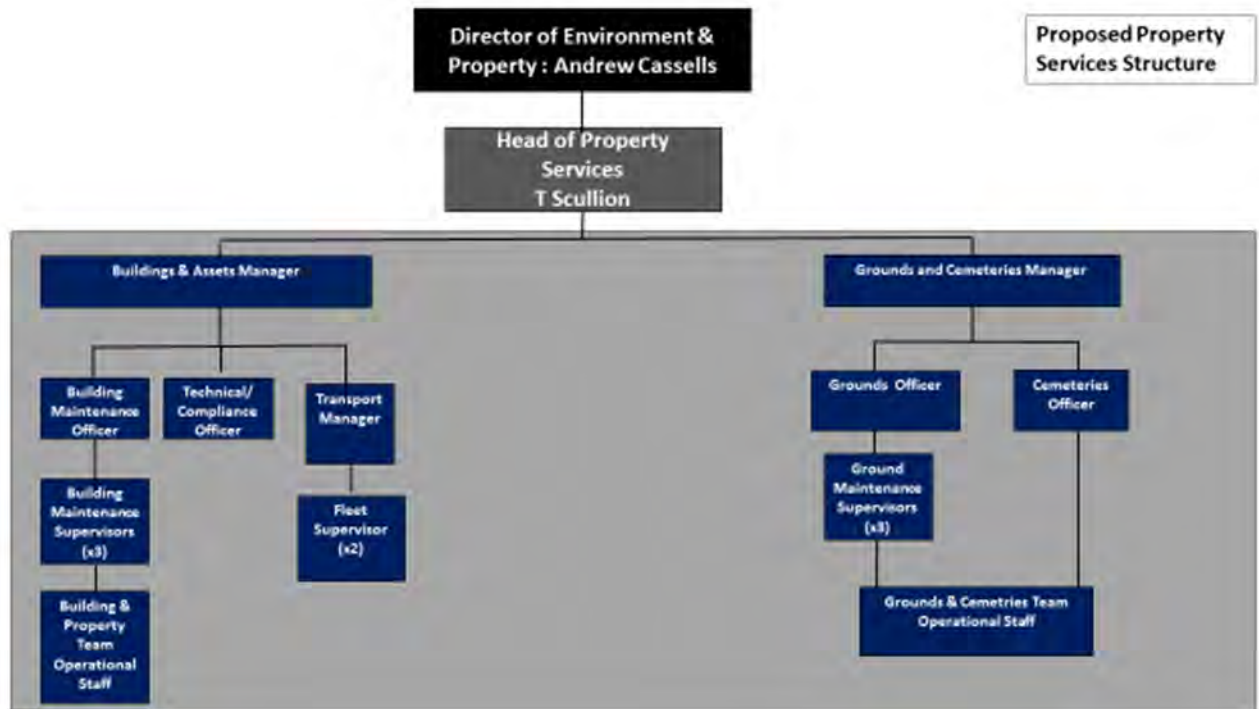
The following tables confirm the resources, financial and people, which the Service has access to throughout 2017-18 to deliver its actions, activities and core business.

### 2.1 Budget 2017/18

<b>Service Budget Headings</b>	<b>£</b>
Building Maintenance	696,883
Properties (Offices & Depots)	907,071
Public conveniences	250,082
Vehicle Maintenance	404,102
Festive Lighting	93,111
Grounds Maintenance	1,513,125
Cemeteries	182,080
Off Street Car Parks	(188,800)
Gross Budget	-
Income	-
Net Budget for 2017-18	4,304,336



## 2.2 Staffing Complement - 2017/18



Staffing	No. of Staff
Head of Service	1
Managers	3
Officers (excluding business support & 1 officer post not filled)	4
Supervisors (not all posts filled)	8
Remaining Team (not all in post)	80+FTE
<b>Total</b>	<b>96</b>

### 2.3 Work Plan - 2017/18

This plan confirms the core activities and actions which will form your Service Work Plan for 2017-18. This should be a high level capture of the Service activities and work which it will focus on throughout 2017-18. The Plan links to the Council's 2015-2019 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives and Mid Ulster Sustainable Community Plan themes & outcomes:

Community Plan Theme & Outcome No.	Actions	By When	Outcome Expected
<b>Theme: Two - _</b> <i>Infrastructure</i> <b>Outcome: We are better connected through appropriate infrastructure</b>	<ul style="list-style-type: none"> <li>Roll out of Alcumus Asset and Computerised Maintenance Management System</li> </ul>	September 2017	<ul style="list-style-type: none"> <li>Training and awareness session for staff users across the organisation</li> <li>Review and align compliance management systems and controls (e.g. Asbestos, legionella, FRA, etc)</li> <li>Online Access for third party contracts to manage work requests as required</li> <li>Management workload and conformance reporting</li> </ul>
<b>Theme 4: Health &amp; well Being</b> <b>Outcome: We have better availability to the right service, in the right place at the right time</b>	<ul style="list-style-type: none"> <li>Implement revised aspirational grounds maintenance delivery standards and outcomes</li> </ul>	Nov 2017	<ul style="list-style-type: none"> <li>Consistent standards of service delivery across the district realised and establish recording system to monitor outcomes</li> <li>Invest in new plant and equipment</li> <li>Achieve recognition/award in regional/national environmental competitions</li> <li>Secure sponsorship for ornamental planting and gateway areas</li> <li>Record complaints/compliments</li> </ul>
<b>Theme: Two - _</b> <i>Infrastructure</i> <b>Outcome: We are</b>		November 2017	<ul style="list-style-type: none"> <li>All staff in post and working on agreed T&amp;C's</li> <li>Staff meetings taking place on a regular basis</li> </ul>

<i>better connected through appropriate infrastructure</i>	<ul style="list-style-type: none"> <li>Fully populated service structure to realise frontline service delivery and service planning in place</li> </ul>		<ul style="list-style-type: none"> <li>Receive regular service attendance management data</li> <li>PDP's/TPDP's commenced</li> <li>Service delivery plan being realised, review of performance information and establishment of measures for service</li> </ul>
<p><b>Theme 4:</b> Health &amp; well Being</p> <p><b>Outcome:</b> We have better availability to the right service, in the right place at the right time</p>	<ul style="list-style-type: none"> <li>Review and update MUDC's Fleet O licence and carry out a Mid Term Review of the Cyclical Fleet Replacement Programme</li> </ul>	January 2018	<ul style="list-style-type: none"> <li>Dedicated Fleet Supervisor's in place</li> <li>Development of a Fleet Management Policy</li> <li>1 external health check audit of compliance systems and records</li> <li>Names on O Licence aligned to reflect populated structure</li> <li>Attendance at one training event associated with the TM undertaking</li> <li>A minimum of one CPC and driver awareness event per staff grouping.</li> <li>Review approach to vehicle replacement and purchase to date, and update rolling plan based on organisational demands</li> </ul>
<p><b>Theme:</b> Two - <i>Infrastructure</i></p> <p><b>Outcome:</b> <i>We are better connected through appropriate infrastructure</i></p>	<ul style="list-style-type: none"> <li>Implement property services procurement work plan to align contracts, services, and consumables</li> </ul>	February 2018	<ul style="list-style-type: none"> <li>Extended suite of up-to-date maintenance contracts available for maintenance work throughout mid ulster</li> <li>New suite of service contracts to start aligning contracts across Council facilities</li> <li>New fleet, diverse plant and equipment in place and disposal of redundant/surplus assets</li> <li>Compliance with Council's procurement policy</li> </ul>
<p><b>Theme:</b> Two - <i>Infrastructure</i></p> <p><b>Outcome:</b> <i>We are better connected through</i></p>	<ul style="list-style-type: none"> <li>Car Park Strategy &amp; Action Plan Implementation</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>Public Consultation of final strategy and action plan</li> <li>Implementation of pilot action of an alternative operating model</li> <li>Update of Car park order around tariff alignment</li> </ul>

<i>appropriate infrastructure</i>			<ul style="list-style-type: none"> <li>• Timeframe and plan agreed for exit of Current Agency agreement</li> </ul>
<b>Theme: Two - _</b> <i>Infrastructure</i> <b>Outcome: We are better connected through appropriate infrastructure</b>	<ul style="list-style-type: none"> <li>• Develop a Utilities Compliance and Energy management action plan to consider Council's energy use and consideration of energy for sustainable and emerging sources</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>• Establish an updated baseline of energy sources and consumption for utilities on Council estate</li> <li>• Explore and cost feasibility of more sustainable energy options for Council (e.g. Gas, Demand Use options for generators, etc) to reduce Council's Carbon footprint for existing and future builds</li> </ul>
<b>Theme: Two - _</b> <i>Infrastructure</i> <b>Outcome: We are better connected through appropriate infrastructure</b>	<ul style="list-style-type: none"> <li>• Service Health and Safety systems to be further refined and developed to improve safety culture, practices and controls</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>○ H&amp;S to be included on agenda at monthly team meetings</li> <li>○ OHSAS 18001 Accreditation for Forthill Cemetery retained</li> <li>○ A minimum of four staff training initiatives</li> </ul>
<b>Theme 4: Health &amp; well Being</b>  <b>Outcome: We have better availability to the right service, in the right place at the right time</b>	<ul style="list-style-type: none"> <li>• Development of an asset management action plan for Council's estate</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>○ Baseline Council's property assets, with scorecard of attributes and condition</li> <li>○ Implementation of accommodation and depot improvements/facilitation works for relocations</li> <li>○ Consideration of future organisational needs analysis and management</li> </ul>
<b>Theme: Two - _</b> <i>Infrastructure</i> <b>Outcome: We are</b>	<ul style="list-style-type: none"> <li>• Review and update byelaws for all operational cemeteries</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>• Review existing byelaws, rules and regulations for each operational cemetery</li> <li>• Research best practice</li> </ul>

<i>better connected through appropriate infrastructure</i>			<ul style="list-style-type: none"><li>• Carry out one stakeholder consultation event and public consultation</li><li>• Online element to Plotbox for FD's/Undertakers and Masons??</li></ul>
--	--	--	--

## 2.4 Service Contribution to the Corporate Improvement Objectives/Projects

2017-2018 Corporate Improvement Plan (CIP) Priority Tracking Reference No.	Actions	By When	Outcome Expected
<b>Theme:</b> Two - <i>_</i> <i>Infrastructure</i> <b>Outcome:</b> <i>We are better connected through appropriate infrastructure</i>	<ul style="list-style-type: none"> <li>Develop a Utilities Compliance and Energy management action plan to consider Council's energy use and consideration of energy for sustainable and emerging sources</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>Establish an updated baseline of energy sources and consumption for utilities on Council estate</li> <li>Explore and cost feasibility of more sustainable energy options for all Council (e.g. Gas, Demand Use options for generators, etc) to reduce Council's Carbon footprint for existing and future builds</li> <li>Implement a pilot improvement action at one Council facility by 31/03/18</li> </ul>
<b>Theme:</b> Two - <i>_</i> <i>Infrastructure</i> <b>Outcome:</b> <i>We are better connected through appropriate infrastructure</i>	<ul style="list-style-type: none"> <li>Review and update byelaws for all operational cemeteries</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>Review existing byelaws, rules and regulations for each operational cemetery</li> <li>Research best practice</li> <li>Carry out one stakeholder consultation event and public consultation</li> <li>Improve Cemetery administration using online elements of Plotbox system???</li> <li>Obtain Council approval for implementation of bye laws from 01/04/18</li> </ul>

CIP3	<ul style="list-style-type: none"> <li>Undertake a review of current on-line service capabilities, collate metrics, identify and prioritise potential new online services and ensure these are supported by back office processes through to implementation.</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>Improved customer satisfaction by delivering efficient 24/7 online services.</li> </ul>
------	---	------------	--

## 2.5 Measure of Success

During 2017/18 we will be undertaking work to establish baseline and benchmarking information in order to provide continuous improvement of the function within the service (refer to work plan above) .

### **3.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE**

#### **3.1 Annual Improvement Objectives and Associated Programs**

The Council has set a number of annual improvement objectives and associated programs (projects and activities) for 2017-18 and 2018-19 which aim to bring about improvement. The improvement objectives and key improvement programs, set out Council's contribution to the sustainable Community Plan for the District; against which we can monitor and report progress.

Each Council department provides resources to assist with the improvement activities contained within each improvement project (individual service improvement contribution activity linked to corporate improvement programs can be found in 2.3 of the work plan). The annual improvement objectives also align to the Council's main corporate planning document (Corporate Plan 2015 - 2019), which contains the council's strategic direction and main priorities.

The Council will focus on the following improvement objectives for 2017-18 and 2018-19:

- (i) To assist in the growth of the local economy by increasing the number of visitors to our district
- (ii) To help manage our waste and environment by reducing the amount of waste going to landfill
- (iii) To improve the accessibility of our services by increasing the number available online
- (iv) To support people to adopt healthier lifestyles by increasing usage of council recreational facilities.

We utilise outcome based accountability methodology to manage our performance. This tells us the impact our services are having on communities. Further detailed information relating to Council's improvement objectives, associated activities, outcome indicators, projects and targets is available at [www.midulstercouncil.org/Council/Performance](http://www.midulstercouncil.org/Council/Performance) (*Mid Ulster Council's Improvement Plan 2017/18*) or by contacting the Democratic Services Team on 03000 132132.



### 3.2 RISK MANAGEMENT OF SERVICE

The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Service to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims to:

- Help the Council achieve its overall aims and objectives
- Manage the significant risks the Council faces to an acceptable level
- Assist with the decision making process
- Implement the most effective measures to avoid, reduce and control those risks
- Balance risk with opportunity
- Manage risk and internal controls in the most effective way.

This table illustrates the risks identified to deliver the Services business in 2017-18.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	<i>Compliance and Risk in terms of statutory asset compliance and energy management</i>	<b>8</b>	<i>Recruitment of Compliance Officer</i>
2.	Potential failure to manage and exploit assets by failure to utilise asset or poorly maintain	<b>8</b>	Computerised asset management and maintenance management system being developed.
3.	Procurement of Services, Contracts and consumables to aid alignment of third party providers in compliance with procurement policy	<b>9</b>	Service work plan developed and being actioned in conjunction with Procurement staff

4.	Fleet Management, compliance with MUDC's Operator's licence and Transport Management Undertaking	<b>9</b>	Transport Manager appointed and two supervisors pending
5.	Management of active and historic Cemeteries	<b>10</b>	Grounds and Cemetery Service Manager, and Cemetery Officer appointed. Cemetery administration and record keeping system operational.

Rating	Descriptor
<b>16 - 25</b>	<b>Extreme Risk (immediate action required)</b>
<b>10 - 15</b>	<b>High Risk (urgent action required)</b>
<b>7 - 9</b>	<b>Moderate Risk (action required)</b>
<b>1 - 6</b>	<b>Low Risk (keep under review)</b>

**F**

<b>Report on</b>	Environmental Services Service Improvement Plan 2017/18
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of the content of and to seek approval for the annual Service Improvement Plan (SIP) for Environmental Services for 2017/18.
<b>2.0</b>	<b>Background</b>
2.1	The Environmental Services Service Improvement Plan for 2016/17 was approved at the Environment Committee meeting in May 2016. A new SIP for 2017/18 is now required.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>Environmental Services is part of the Environment and Property Department and is responsible for the provision and management of the following services and facilities:</p> <ul style="list-style-type: none"> <li>• <i>Refuse and Recycling kerbside collections (domestic and commercial)</i></li> <li>• <i>Recycling Centres</i></li> <li>• <i>Waste Transfer Facilities</i></li>   <li>• <i>Landfill Site Management</i></li> <li>• <i>Delivery of waste related capital projects</i></li> <li>• <i>Waste recycling, treatment and processing</i></li> <li>• <i>Street and road cleansing</i></li> <li>• <i>Removal of fly tipping and abandoned vehicles</i></li> <li>• <i>Management of Landfill Community Funding Projects</i></li> <li>• <i>Environmental Education and Awareness</i></li> </ul>
3.2	<p>The Service Improvement Plan for 2017/18 includes the following details/sections:</p> <p><i>Purpose, scope and responsibilities of the service</i>  <i>Customers and stakeholders</i>  <i>Overview of performance in 2016/17</i>  <i>Budget and staffing complement for 2017/18</i>  <i>Work plan for 2017/18</i>  <i>Service contribution to Council Corporate Improvement Objectives and Projects</i></p>

	<i>Measures of success</i>
3.4	A full copy of the Service Improvement Plan is attached as appendix 1.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b>  Financial: The planned actions within the Service Improvement Plan will be delivered within the annual Environmental Services budget of £11,600,325 which accounts for approximately 30% of the Council's total annual budget for 2017/18.  Human: Environmental Services staff make up over a third of the total Council workforce.
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>  N/A
<b>4.3</b>	<b><u>Risk Management Implications</u></b>  The Service Plan includes a summary of the main risks facing the Service in 2017/18.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the contents of this report and to approve the Environmental Services Service Improvement Plan for 2017/18.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	2017/18 Environmental Services Service Improvement Plan



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

# *Environmental Services*

## **SERVICE PLAN - 2017 / 18**

	Date
Consulted within staff team	04/04/2017
Discussed & signed off by Director	14/04/2017

# CONTENT

SECTION	TITLE	PAGE NUMBER
<b>1.0</b>	<b>OVERALL PURPOSE &amp; SCOPE OF THE SERVICE</b>	
1.1	Purpose and scope of the service	
1.2	Responsibilities	
1.3	Customers & Stakeholders	
1.4	Performance Overview in 2016/17	
<b>2.0</b>	<b>SERVICE WORK PLAN - 2017/18</b>	
2.1	Budget - 2017/18	
2.2	Staffing Complement – 2017/18	
2.3	Work Plan – 2017/ 18	
2.4	Service Contribution to the Corporate Improvement Objectives/Projects	
2.5	Measures of Success	
<b>3.0</b>	<b>IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2017/18</b>	
3.1	Council’s Improvement Objectives and Associated Programs – 2017-18 and 2018-19	
3.2	Risk Management of Service	

## **1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE**

### **1.1 Purpose and Scope of the Service**

Environmental Services is part of the Environment and Property Department and is responsible for contributing to the improvement of the local environment through the provision of all waste management and cleansing related services. Expenditure on Environmental Services accounts for over one third of the Councils total annual budget.

The facilities currently used in the delivery of the Environmental Services are as follows:

- *Cookstown Depot*
- *Dungannon Depot*
- *Magherafelt Depot*
  
- *Ballymacombs Recycling Centre*
- *Castledawson Recycling Centre*
- *Clogher Recycling Centre*
- *Coalisland Recycling Centre*
- *Cookstown Recycling Centre*
- *Draperstown Recycling Centre*
- *Drumcoo Recycling Centre*
- *Fivemiletown Recycling Centre*
- *Maghera Recycling Centre*
- *Magherafelt Recycling Centre*
- *Moneymore Recycling Centre*
- *Tullyvar Recycling Centre*
  
- *Ballymacombs Landfill Site*
- *Magheraglass Landfill Site/Waste Transfer Station*
- *Tullyvar Landfill Site/Waste Transfer Station*

### **1.2 Responsibilities**

Environmental Services is responsible for the following functions/activities:

- *Refuse and Recycling kerbside collections (domestic and commercial)*
- *Provision of Recycling Centres*
- *Waste Transfer Facilities*
- *Landfill Site Management*
- *Delivery of waste related capital projects*
- *Waste recycling, treatment and processing*
- *Street and road cleansing*
- *Removal of fly tipping and abandoned vehicles*
- *Management of Landfill Community Funding Projects*
- *Environmental Education and Awareness*



### 1.3 Customers & Stakeholders

<b>Customers &amp; Stakeholders</b>
• All householders
• Commercial/trade customers
• Councillors/MLAs
• Local community groups/schools
• Central Government Departments
• Trade Union representatives
• Health and Safety Executive
• Other Council departments/staff

### 1.4 Performance Overview in 2016/17

With regard to the Council's 2016/17 Corporate Improvement Objective to "Improve our Management of Waste" during the year the Council maintained its position as the top performing local authority in Northern Ireland by achieving the highest household waste recycling rate of all eleven Councils and meeting the 50% EU target set for 2020.

<b>2016/17 Performance Overview</b>
• Achieved a household waste recycling and composting rate of over 50%
• Utilised under 75% of our annual NI Landfill Allowance Scheme (NILAS) allocation
• Restricted the percentage of household waste landfilled to under 40% (of the total)
• Completion of landfill gas infrastructure capital works/project at Ballymacombs
• Design and submission of planning application for Drumcoo waste transfer station
• Progressed refuse collection route optimisation project within Magherafelt area
• Joint waste management plan (with neighbouring Councils) determined by DAERA
• Completed a review of opening hours for all Household Waste Recycling Centres
• Retained BS OHSAS ISO 18001 accreditation for Cookstown and Moneymore HWRCs
• Awarded new contracts for processing of HWRC residual waste, timber and paints
• Completed a pay review/grading exercise for all drivers, operatives and attendants
• Undertook a service review of all Street Cleansing activities and operations
• Delivered an annual Recycling Environmental Education Communications Plan
• Obtained £65,000 in external funding to support Waste Management initiatives

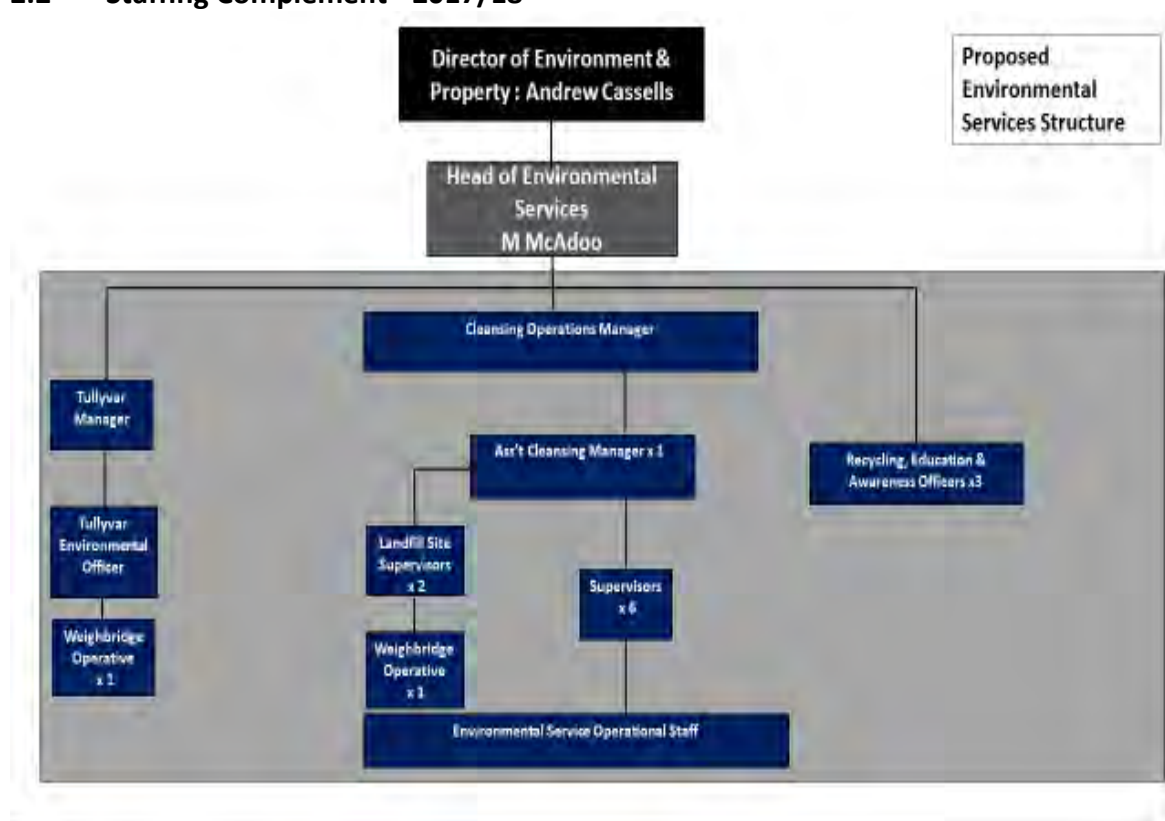
## 2.0 SERVICE WORKPLAN 2017/18

The following tables confirm the resources, financial and people, which the Service has access to throughout 2017-18 to deliver its actions, activities and core business.

### 2.1 Budget 2017/18

Service Budget Headings	£
Waste Recycling, Treatment and Processing	£4.6m
Refuse and Recycling Collection	£2.5m
Street and other Cleansing	£1.8m
Landfill Sites/Refuse Disposal	£1.6m
Recycling Centres	£0.8m
Environmental Education/Awareness/Services	£0.3m
Net Budget for 2017-18	<b>£11.6m</b>

### 2.2 Staffing Complement - 2017/18



Staffing	No. of Staff
Head of Service	1
Managers/Assistant Managers	3
Supervisors	7
Officers (exc. business support)	6
Remaining Team	173
<b>Total</b>	<b>190</b>

### 2.3 Work Plan - 2017/18

This plan confirms the core activities and actions which will form your Service Work Plan for 2017-18. This should be a high level capture of the Service activities and work which it will focus on throughout 2017-18. The Plan links to the Council's 2015-2019 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives and Mid Ulster Sustainable Community Plan themes & outcomes:

Community Plan Theme & Outcome No.	Actions	By When	Outcome Expected
Theme 2 Infrastructure	To recycle/compost at least 51% of household waste	31/03/18	At least 37,000 tonnes of household waste recycled/composted
Theme 2 Infrastructure	To ensure that the Northern Ireland Landfill Allowance Scheme (NILAS) annual allocation is not exceeded	31/03/18	No more than 19,131 tonnes of Biodegradable Local Authority Collected Municipal Waste (BLACMW) disposed of to landfill
Theme 2 Infrastructure	To restrict the amount of household waste landfilled as a percentage of total amount to no more than 35%	31/03/18	No more than 27,000 tonnes of household waste disposed of to landfill (exact amount will be dependent on waste growth).
Theme 2 Infrastructure	To re-launch the brown bin scheme to increase the amount of food waste collected for composting	31/05/17	51,000 recycling packs delivered, new livery installed on 18 refuse vehicles and 10% shift in food waste from black bins to brown bins
Theme 2 Infrastructure	To project manage the construction of the new waste transfer station facility at Drumcoo in Dungannon	31/03/18	New facility constructed, licensed and ready for operational use.

<b>Community Plan Theme &amp; Outcome No.</b>	<b>Actions</b>	<b>By When</b>	<b>Outcome Expected</b>
Theme 1 Economic Growth	To award new contracts for the processing of kerbside residual waste, biowaste and mixed dry recyclables.	31/03/18	New contracts advertised and awarded to selected service providers in accordance with EU Procurement Regulations
Theme 2 Infrastructure	To complete an Outline Business Case (OBC) for the development of a Materials Recovery Facility (MRF)	31/07/18	Outline Business Case completed and considered by Council
Theme 2 Infrastructure	To close Magheraglass landfill and to advertise and award a capital works contract for final site capping	31/03/18	Contractor appointed to carry out final closure/capping works at Magheraglass landfill (to be completed in April/May 2018)
Theme 4 Infrastructure	To deliver the agreed annual Recycling Awareness Communications Plans to local school/communities	31/03/18	Communications Plan objectives delivered within time and budget
Theme 2 Infrastructure	To introduce a pre-payment system for the disposal of commercial waste at the main town Recycling Centres	31/03/18	Pre-payment system operational at 3 No. Recycling Centres with online payment functionality available via the Council website
Theme 3 Education & Skills	To ensure that all relevant Waste Management staff have obtained new Operator Competence Certificates	15/08/17	Certificates obtained by 7 No. staff by legislative deadline (August).

## 2.4 Service Contribution to the Corporate Improvement Objectives/Projects

2017-2018 Corporate Improvement Plan Priority	Actions	By When	Outcome Expected
CIP 2	To recycle/compost at least 51% of household waste	31/03/18	At least 37,000 tonnes of household waste recycled/composted
CIP 2	To ensure that the Northern Ireland Landfill Allowance Scheme (NILAS) annual allocation is not exceeded	31/03/18	No more than 19,131 tonnes of Biodegradable Local Authority Collected Municipal Waste (BLACMW) disposed of to landfill
CIP 2	To restrict the amount of household waste landfilled as a percentage of total amount to no more than 35%	31/03/18	No more than 27,000 tonnes of household waste disposed of to landfill (exact amount will be dependent on waste growth).
CIP 2	To re-launch the brown bin scheme to increase the amount of food waste collected for composting	31/05/17	51,000 recycling packs delivered, new livery installed on 18 refuse vehicles and 10% shift in food waste from black bins to brown bins
CIP 2	To close Magheraglass landfill and to advertise and award a capital works contract for final site capping	31/03/18	Landfilling ceased and contractor appointed to carry out final site closure/capping works (to be completed in April/May 2018)
CIP 3	Undertake a review of current on-line service capabilities, collate metrics, identify and prioritise potential new online services and ensure these are supported by back office processes through to implementation.	31/03/18	Improved customer satisfaction by delivering efficient 24/7 online services

## 2.5 Measure of Success

During 2017/18 we will be undertaking work to establish baseline and benchmarking information in order to provide continuous improvement. A number of initial measures of success/performance indicators have been identified (based on the current statutory performance indicators):

### Function: Waste Management

Performance Indicator(s): <i>The percentage of household waste collected by district councils that is sent for recycling (including composting)</i>		
Ref No.	Action	Outcome
W1	To recycle/compost at least 51% of household waste	At least 37,000 tonnes of household waste recycled/composted in 2017/18

### Function: Waste Management

Performance Indicator(s): <i>The amount of Biodegradable Local Authority Collected Municipal Waste (BLACMW) that is landfilled by Council</i>		
Ref No.	Action	Outcome
W2	To ensure that the Northern Ireland Landfill Allowance Scheme (NILAS) annual allocation is not exceeded	No more than 19,131 tonnes of Biodegradable Local Authority Collected Municipal Waste (BLACMW) disposed of to landfill scheme year 2017/18

## **3.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE**

### **3.1 Annual Improvement Objectives and Associated Programs**

The Council has set a number of annual improvement objectives and associated programs (projects and activities) for 2017-18 and 2018-19 which aim to bring about improvement. The improvement objectives and key improvement programs, set out Council's contribution to the sustainable Community Plan for the District; against which we can monitor and report progress.

Each Council department provides resources to assist with the improvement activities contained within each improvement project (individual service improvement contribution activity linked to corporate improvement programs can be found in 2.3 of the work plan). The annual improvement objectives also align to the Council's main corporate planning document (Corporate Plan 2015 - 2019), which contains the council's strategic direction and main priorities.

The Council will focus on the following improvement objectives for 2017-18 and 2018-19:

- 1. To assist in the growth of the local economy by increasing the number of visitors to our district.**
- 2. To help manage our waste and environment by reducing the amount of waste going to landfill.**
- 3. To improve the accessibility of our services by increasing the number available online**
- 4. To support people to adopt healthier lifestyles by increasing usage of council recreational facilities.**

We utilise outcome based accountability methodology to manage our performance. This tells us the impact our services are having on communities. Further detailed information relating to Council's improvement objectives, associated activities, outcome indicators, projects and targets is available at [www.midulstercouncil.org/Council/Performance](http://www.midulstercouncil.org/Council/Performance) (*Mid Ulster Council's Improvement Plan 2017/18*) or by contacting the Democratic Services Team on 03000 132132.

### **3.2 RISK MANAGEMENT OF SERVICE**

The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Service to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims to:

- Help the Council achieve its overall aims and objectives
- Manage the significant risks the Council faces to an acceptable level
- Assist with the decision making process
- Implement the most effective measures to avoid, reduce and control those risks
- Balance risk with opportunity
- Manage risk and internal controls in the most effective way.



This table illustrates the risks identified to deliver the Services business in 2017-18.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Failure to meet statutory landfill diversion and recycling targets e.g. NILAS penalties, EU infraction fines etc.	8	Quarterly monitoring/reporting of landfill diversion and recycling performance via WasteDataflow system, extension of biowaste kerbside collections, extension / improvements to Recycling Centre facilities so as to increase amount of recyclable materials collected, implementation of Recycling Environmental Education Awareness Communications Plan across the district.
2.	Environmental pollution incident as a result of managing three landfill sites e.g. from leachate, landfill gas etc.	8	Progressive capping/closure of sites, installation of leachate treatment and landfill gas management infrastructure, external monitoring of PPC permit requirements by third party on a monthly basis e.g. gas, groundwater, dust etc. and reporting to NIEA, environmental pollution insurance cover in place.
3.	Failure to deliver waste related capital projects on time and within budget e.g. Dungannon Waste Transfer Station	8	Appointment of suitably qualified and experienced consultants to assist with project delivery; application for additional/external capital funding e.g. Rethink Waste to address any potential funding shortfalls.
4.	Inadequate Health and Safety systems and processes in place leading to injury to employee or member of the public	8	Health and Safety Risk Reduction Register in place with safe systems of work and staff training ongoing.
5.	Legal/procurement challenge in relation to the award of a major service contract e.g. processing of residual waste	8	Undertake regular procurement training, participate in Local/Central government working group for waste procurement and contract management best practice.

Rating	Descriptor
16 - 25	Extreme Risk (immediate action required)
10 - 15	High Risk (urgent action required)
7 - 9	Moderate Risk (action required)
1 – 6	Low Risk (keep under review)

**G**

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

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	For members to consider the street naming of new residential Housing Developments within Mid-Ulster.
<b>2.0</b>	<b>Background</b>
2.1	<p>In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility of approving Street Naming and Numbering of buildings erected thereon.</p> <p>The Policy for Street Naming and Property Numbering forms the basis for considering proposals for the street naming of new developments.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Building Control Department has received a request for the naming of a new residential development as follows:-</p> <p style="text-align: center;"><b>I. Site off Tamnamore Road, Dungannon.</b></p> <p>An application has been submitted by PAD (NI) Ltd for the naming of two streets within a residential development off Tamanmore Road, Dungannon. The developer has submitted the following options for consideration (See Appendix 2) in relation to two separate streets within the development.</p> <p style="text-align: center;"><b>Street 1</b></p> <ol style="list-style-type: none"> <li><b>1. Cobblers Manor</b></li> <li><b>2. Laghey Manor</b></li> <li><b>3. Drumenagh Manor</b></li> </ol>

	<p style="text-align: center;"><b>Street 2</b></p> <p style="text-align: center;">1. <b>Cobblers Avenue</b> 2. <b>Laghey Avenue</b> 3. <b>Drumenagh Avenue</b></p> <p>As the options submitted are linked to the locality in each case, it is considered that each option demonstrates compliance with the policy as adopted.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: None</p> <p>Human: None</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
<b>5.1</b>	<p>It is recommended that consideration is given to the approval of the following proposals for the Street Naming of new residential developments within Mid Ulster.</p> <p style="text-align: center;"><b>1. Site off Tamnamore Road, Dungannon.</b></p> <p style="text-align: center;"><b>Street 1</b></p> <p style="text-align: center;"><b>Either Cobblers Manor</b> <b>Or Laghey Manor</b> <b>Or Drumenagh Manor</b></p> <p style="text-align: center;"><b>Street 2</b></p> <p style="text-align: center;"><b>Either Cobblers Avenue</b> <b>Or Laghey Avenue</b> <b>Or Drumenagh Avenue</b></p>

<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 - Street Naming and Property Numbering Policy  Appendix 2 - Pro-forma containing street naming proposals, location map and site layout plan for new streets off Tamnamore Road, Dungannon.

## **MID ULSTER DISTRICT COUNCIL**

### **Street Naming and Property Numbering Policy for New Developments**

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

#### **POLICY (Amended)**

1. Mid-Ulster Council has the discretion to name all new Streets and Roadways which form part of a New Development, within its District and will exercise that discretion as and when required in accordance with the legislative requirements outlined above.
2. Developers are requested to provide three Street Naming options for the proposed development.
3. Proposed names which incorporate the townland as part of the description in which the new development is located will be given consideration by the Council.
4. Proposed names which includes a name specifically relating to a locality, will be given consideration by the Council.
5. The Council will not accept an application to name a new street to mark any historical or political event.
6. The Council will not accept an application to name a new street after any individual or family, living or deceased.
7. The Council will avoid the naming of a new street with a similar street name to that which is already in place within the locality (or postcode).
8. Where the Council rejects the original options submitted, the developer will be given an opportunity to submit three further options within one month for consideration.
9. Where the Council does not consider that the options submitted are acceptable, they reserve the right to name the streets within the new development.
10. The applicant will receive confirmation of the name approved for the new development.
11. New buildings will be allocated numbers consecutively, with odd numbers to the right hand side and even numbers to the left hand side.
12. The pointer data base will be updated with the approved street naming for the new development and the numbers allocated to each building.

Appendix 2

MID ULSTER DISTRICT COUNCIL



Domestic Council  
Lár Uladh  
Mid Ulster  
District Council

New Street Name Proposals

Applicants Name & Address: PAD (NI) LTD 10, UNION ST, Cookstown

Description: Proposed housing development

Ref: F/2013/0797/MABT. - Street 1

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	COBBLEERS MANOR	COBBLEERS SHOP ON SITE (FORMALLY)	THERE was a Cobblers shop on the development in previous years
Option 2	LACHEY MANOR	LACHEY TOWNLAND	TOWNLAND NEARBY
Option 3	DRUMENAGH MANOR	DRUMENAGH TOWNLAND	TOWNLAND NEARBY.

\* 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 [Signature]

Dated 29/03/17



MID ULSTER DISTRICT COUNCIL



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

New Street Name Proposals

**Appendix 2**

Applicants Name & Address: **PAD (NI) LTD 10, ONION STREET,  
COOKSTOWN.**

Description: **PROPOSED HOUSING DEVELOPMENT.**

Ref: **F/2016/1089/MAST - Street 2**

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	COBBLER'S AVENUE.	COBBLER'S SHOP ON SITE. (FORMALLY).	There was a cobbler shop on development in previous year.
Option 2	LACHEY AVENUE	LACHEY TOWNLAND	Townland nearby.
Option 3	DRUMENAGH AVENUE.	DRUMENAGH TOWNLAND	Townland nearby.

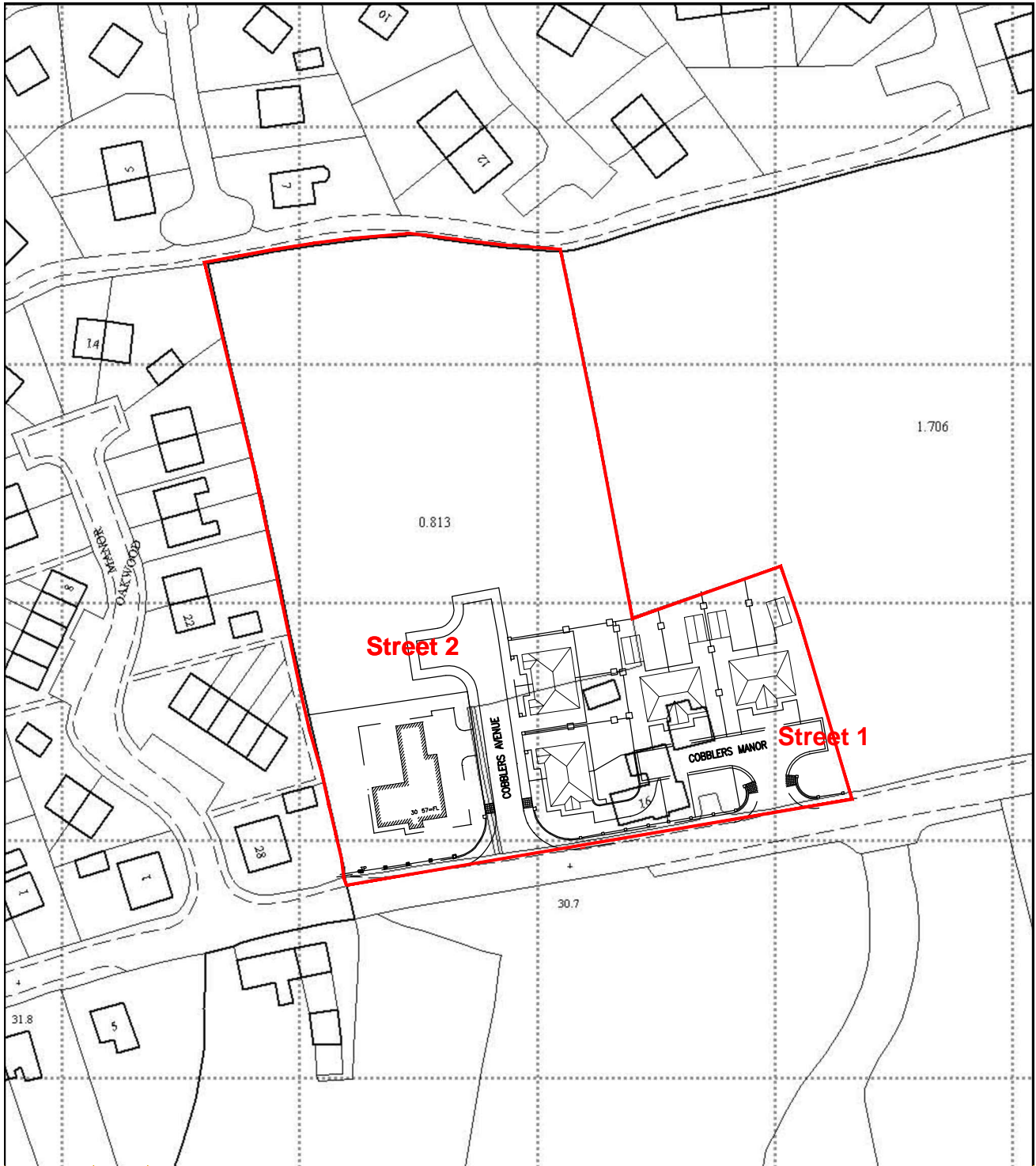
\* Please avoid the use of apostrophes, hyphens, full stops and commas.

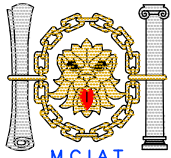
Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed Andrew Brown

Dated 29/03/17

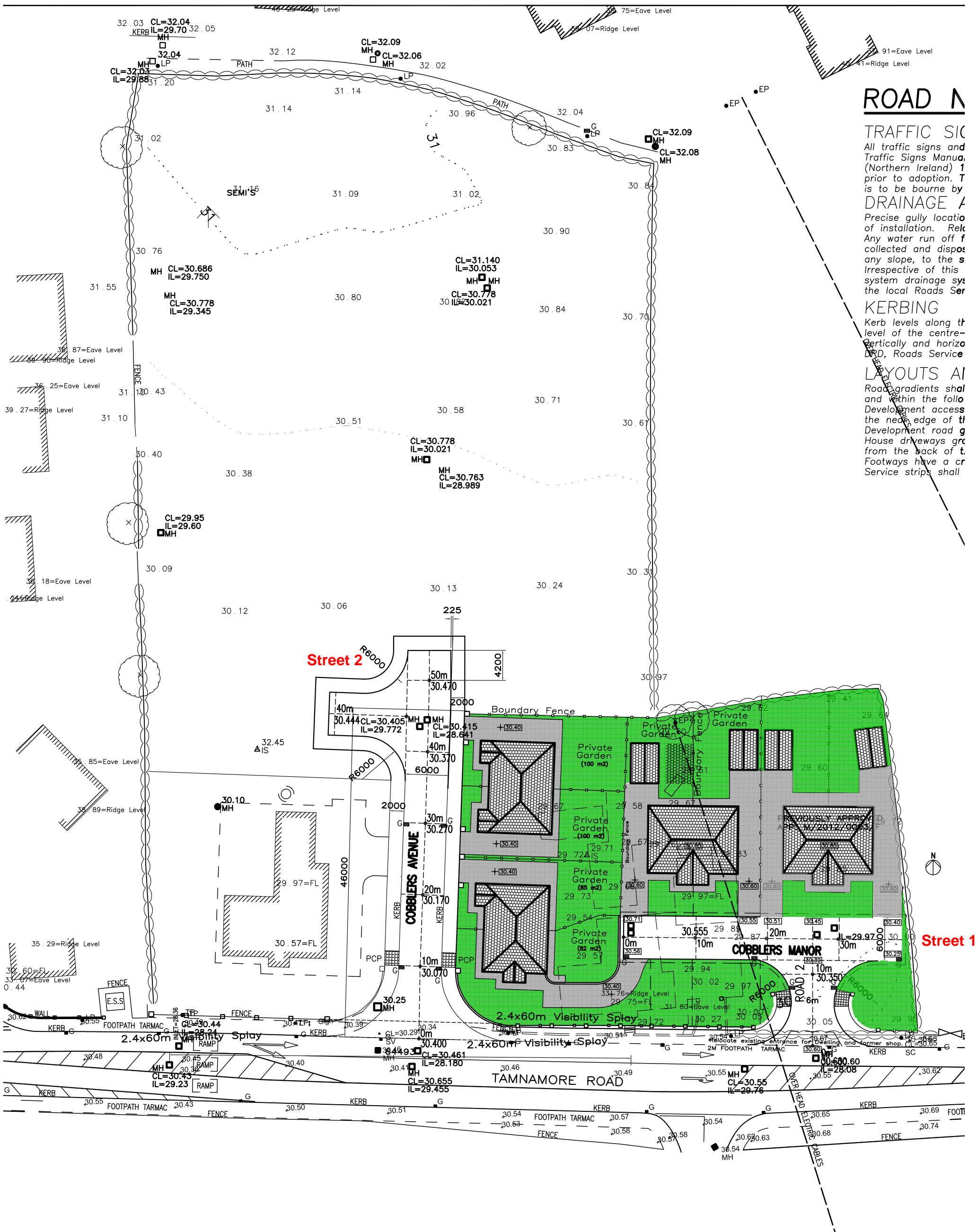
# Appendix 2



Revision:	
Client:	<b>PAD (NI) LTD.</b>
Scheme:	PROPOSED 8NO. SEMI-DETACHED DWELLINGS & GARAGES, AT LANDS APPROX. 90M WEST OF 22 TAMNAMORE ROAD, DUNGANNON, BT71 6RJ.
Drawing:	<b>LOCATION MAP</b> O.S.Ref 161-13 SW
Scale:	1/1250
Date:	May '16
Dwg No:	<b>13127-16</b>
Drawn By:	AB
<p>henry marshall brown architectural partnership</p> <p>10, Union Street, COOKSTOWN. Co. Tyrone BT80 8NN Tel. no: 028 8676 3515 Fax no: 028 8676 6658 Email: info@hmbarchitecture.co.uk</p>  <p>M.C.I.A.T.</p>	
<p>Henry Marshall Brown Architectural Partnership is the trading name for Henry Marshall Brown Limited. Registered in Northern Ireland NI 57065</p>	



Appendix 2



**ROAD N**

**TRAFFIC SIGNS**  
 All traffic signs and Traffic Signs Manual (Northern Ireland) 1 prior to adoption. This is to be borne by the local Roads Service.

**DRAINAGE**  
 Precise gully location of installation. Reliance on any water run off collected and disposed of on any slope, to the satisfaction of the local Roads Service.

**KERBING**  
 Kerb levels along the level of the centerline vertically and horizontally. Refer to the local Roads Service.

**LAYOUTS**  
 Road gradients shall be as shown. All road access shall be from the rear edge of the development. All house driveways shall be from the back of the house. Service strips shall be as shown.

**H**

<b>Report on</b>	Building Control Service Plan 2017-2018
<b>Reporting Officer</b>	William Wilkinson
<b>Contact Officer</b>	

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of the content and seek approval for the annual Service Improvement Plan (SIP) for the Building Control Service for the period 2017/18.
<b>2.0</b>	<b>Background</b>
2.1	<p>A Service Improvement Plan has been prepared for the Building Control Service for 2017/18 which will contribute towards the Council's Corporate Objectives.</p> <p>The Building Control Service is within the Public Health and Infrastructure Department and is responsible for the following function areas across Mid-Ulster District Council.</p> <ul style="list-style-type: none"> <li>• Enforcement of Building Regulations</li> <li>• Entertainment Licensing</li> <li>• Petroleum Licensing</li> <li>• Cinema Licensing</li> <li>• Approval of places for Civil Marriages and/or Civil Partnerships.</li> <li>• Property Certificates</li> <li>• Street Naming and Dual Language Signage</li> <li>• Energy Performance of Building Regulations</li> <li>• Dangerous Structures</li> </ul>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>Within the Building Control Service Improvement Plan there are a number of actions and associated outcomes which have been identified</p> <p>. When the outcomes are achieved for the actions as identified, the service to our customers will be enhanced and improved.</p> <p>The Service Improvement Plan for 2017-2018 includes the following areas:-</p> <ul style="list-style-type: none"> <li>• Purpose, scope and responsibilities of the service</li> <li>• Customers and stakeholders</li> <li>• Overview of performance in 2016/17</li> </ul>

	<ul style="list-style-type: none"> <li>• Budget and staffing compliments for 2017/18</li> <li>• Work Plan for 2017/18</li> <li>• Action Plan for 2017/18</li> <li>• Risks for Building Control Service</li> </ul>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: Within Resources</p> <p>Human: Within Resources</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That members note the content of the attached Building Control Service Improvement Plan for 2017-2018
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Building Control Service Improvement Plan 2017-2018



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

*Building Control Service  
Department of Public Health  
And Infrastructure*

**SERVICE PLAN - 2017 / 18**

	Date
Consulted within staff team	01/ 04/ 2017
Discussed & signed off by Director	27 /4 / 2017

# CONTENT

SECTION	TITLE	PAGE NUMBER
<b>1.0</b>	<b>OVERALL PURPOSE &amp; SCOPE OF THE SERVICE</b>	
1.1	Purpose and scope of the service	
1.2	Responsibilities	
1.3	Customers & Stakeholders	
1.4	Performance Overview in 2016/17	
<b>2.0</b>	<b>SERVICE WORK PLAN - 2017/18</b>	
2.1	Budget - 2017/18	
2.2	Staffing Complement – 2017/18	
2.3	Work Plan – 2017/ 18	
2.4	Service Contribution to the Corporate Improvement Objectives/Projects	
2.5	Measures of Success	
<b>3.0</b>	<b>IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2017/18</b>	
3.1	Council’s Improvement Objectives and Associated Programs - 2017/18	
3.2	Risk Management of Service	



## **1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE**

### **1.1 Purpose and Scope of the Service**

*The Building Control Service has primary responsibility for the enforcement of the Building Regulations in accordance with Building Regulations (Northern Ireland) Order 1979 (as amended) within Mid-Ulster District.*

*The BC Service is responsible for the administration of Property Certificates on behalf of the Council as well as the Policy on Street Naming and Dual Language Signage.*

*The BC Service has also responsibility for the enforcement of the Energy Performance of Buildings Regulations throughout the District.*

*In addition, the BC Service carries out the licensing function for Entertainment Licensing, Petroleum Licensing, Cinema Licensing and Approved Places for Marriages and Civil Partnerships.*

*Currently there are 15 Building Control Officers assisted by 5.5 Business Support Officers located in 3 offices at Cookstown, Dungannon and Magherafelt to ensure that a high level of service is available across the District.*

### **1.2 Responsibilities**

***The section is specifically responsible for the following functions:***

*The main responsibilities of the Building Control Service are as noted below:*

- All plans submitted in accordance with the relevant legislation will be assessed and decisions issued.*
- Building works in progress will be inspected as necessary to ensure as is reasonably practicable, Building Regulations are not contravened.*
- The administration of Property Certificates which primarily details relevant information in relation to a property with regards to Building Control and Environmental Health issues where applicable.*
- The administration of Street Naming and Property Numbering for all new developments which also includes the delivery of the Dual Language Signage Policy.*
- The enforcement of The Energy Performance of Buildings Regulations to ensure the production of Energy Performance Certificates, Display Energy Certificates and Air Conditioning Certificates.*
- The Licensing of Places of Entertainment in accordance with The Local Government (Miscellaneous Provisions) (N I) Order 1985*

- *The Licensing of Premises for the storage of Petroleum in accordance with the Petroleum (Consolidation) Act (NI) 1929.*
- *The Licensing of Cinemas in accordance with The Cinemas (NI) Order 1991*
- *Approval of venues for Civil Marriages and Civil Partnerships in accordance with The Marriage Regulations (NI) 2003, The Civil Partnership Act 2004 and The Civil Partnership Regulations (NI) 2005.*

### 1.3 Customers & Stakeholders

Customers & Stakeholders
• Building Control Applicants
• Architects, Agents and Engineers
• Licensing Applicants
• Elected Representatives
• PSNI and NIFRS
• NIHE
• Land and Property Services

### 1.4 Performance Overview in 2016/17

The following table provides a progress summary and the impact made by last years' Service Plan (2016-2017). It also details key successes, remaining challenges for the Service and how it made a difference.

2016/17 Performance Overview
<b>Key Successes</b>
<ul style="list-style-type: none"> <li>• <b>90% of all domestic applications were responded to by BC within 21 days</b> 660 domestic full plan applications were assessed with 90% of applications either being approval or a snag list being issued within 21 days from the date of validation</li> </ul>
<ul style="list-style-type: none"> <li>• <b>90% of all non-domestic applications were responded to by BC within 35 days</b> 219 non-domestic full plan applications were assessed with 90% of applications either being approval or a snag list being issued within 35 days from the date of validation</li> </ul>
<ul style="list-style-type: none"> <li>• <b>On-line application facilities for Building Notices and Regularisation Applications introduced.</b> The above online facilities have been developed in conjunction with Tascomi and customers can now avail of a 24/7 online service wishing to make an application for a Building Notice or Regularisation Certificate.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>On-line facilities for Property Certificate applications were made available.</b> The above online facilities have been developed in conjunction with Tascomi and customers can now avail of a 24/7 online service</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Pre-application consultation service</b> We were able to maintain a pre-application consultation service for applicants/consultants by responding to all pre-application consultations within 10 days</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Respond to all Licensing Applications within 14 days</b> We were able to respond to 90% of all applications for the grant/renewal of entertainment, petroleum and cinema licences within 14 days</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Integration of Te-Build and Total Finance for inspection fee invoicing</b> Building Control inspection fee invoicing process has been standardised by the Integration of Tascomi Te-Build and Total Finance interfaces</li> </ul>

## 2.0 SERVICE WORKPLAN 2017/18

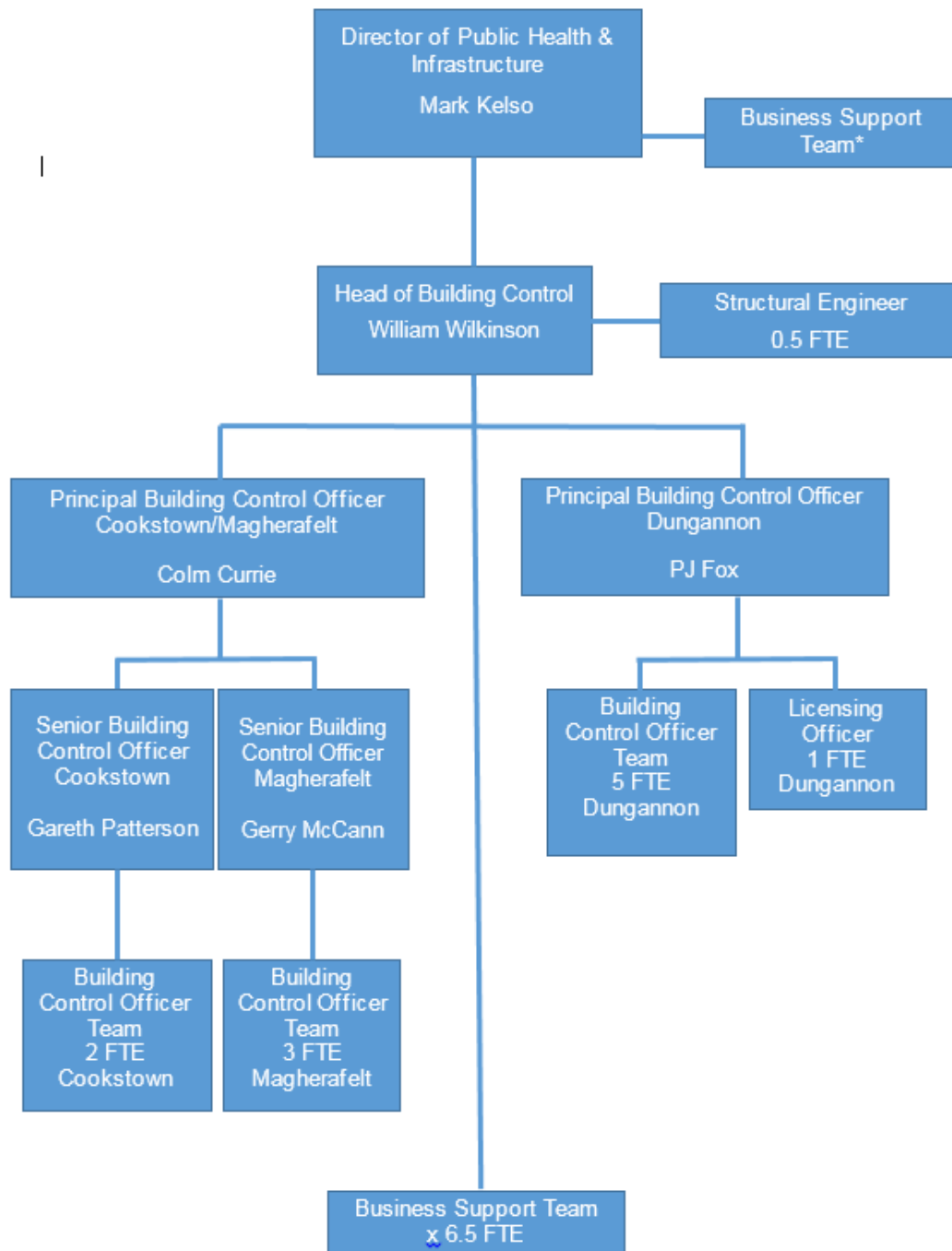
The following tables confirm the resources, financial and people, which the Service has access to throughout 2017-18 to deliver its actions, activities and core business.

### 2.1 Budget 2017/18

Service Budget Headings	£
Salaries	775,898
Mileage Expenses	60,000
Building Control Fee Income	799,000*
Licensing Income	56600*
Property Certificates	80,650*
Consultancy Services	48,500
Office Supplies	9,300
Miscellaneous	10,870
Gross Budget	904,568
Income	937250*
Net Budget for 2017-18	32,682

\*With regards to Building Control Fee Income, the estimates are primarily based on projected income for plan submission fees, site inspection fees and property certificates which may fluctuate depending on the activity of the local economy

## 2.2 Staffing Complement - 2017/18



Staffing	No. of Staff	
Head of Service	1	
Managers	4	
Officers	11	
Remaining Team	6.5	
<b>Total</b>	<b>22.5</b>	

### 2.3 Work Plan - 2017/18

This plan confirms the core activities and actions which will form your Service Work Plan for 2017-18. This should be a high level capture of the Service activities and work which it will focus on throughout 2017-18. The Plan links to the Council's 2015-2019 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives and Mid Ulster Sustainable Community Plan themes & outcomes:

Community Plan Theme & Outcome No.	Actions	By When	Outcome Expected
1.1	Respond to 90% of all domestic applications within 21 days	Ongoing	High performing Services focusing on customer needs and value for money by Developing Building Control Departmental service standards
1.1	Respond to 90% of all non-domestic applications within 35 days	Ongoing	High performing Services focusing on customer needs and value for money by Developing Building Control Departmental service standards
1.1	Maintain a pre-application consultation service for applicants/ consultants by responding to all pre-application consultations within 10 days (by prior arrangement)	Ongoing	To maximise opportunities to create and grow district wide business and investment by developing a pre-application consultation service for applicants/ consultants to ensure a fast efficient service is achieved at the application stage.
1.1	Promote and develop the on-line facilities for Property Certificate applications with solicitors by the provision of information sessions in each office	December 2017	High performing Services focusing on customer needs and value for money by Developing Building Control Departmental service standards.

1.1	Maintain Joint Working Programme with Land and Property Services for identifying premises not producing an income to MUDC at present	Ongoing	To maximise financial income to Mid-Ulster District Council by the identification/confirmation of vacant non-domestic properties
3.3	By Q4, Inspection notes to be recorded on Tascomi Te-Build on 90% of full plan applications commenced on site	March 2018	This will allow for availability of all the information relating to a file remotely thereby officers can give customers access to all relevant information which may be requested. The process proposed will also lead to efficiencies at Business Support Level and BC Officer level
3.3	By Q4, 90% of all Building Notice Applications to be paperless	March 2018	This will allow for availability of all the information relating to a file remotely thereby officers can give customers access to all relevant information which may be requested.
3.3	By Q4, 90% of all Regularisation applications to be paperless	March 2018	This will allow for availability of all the information relating to a file remotely thereby officers can give customers access to all relevant information which may be requested.
1.1	Develop streamlined processes for operation and application of Street Naming and Dual Language procedures	June 2017	Provision of an efficient and responsive service to requests for Street Naming and Dual Language from developers and local householders .

#### 2.4 Service Contribution to the Corporate Improvement Objectives/Projects

2017-2018 Corporate Improvement Plan (CIP) Priority Tracking Reference No.	Actions	By When	Outcome Expected
CIP3	<ul style="list-style-type: none"> <li>Undertake a review of current on-line service capabilities, collate metrics, identify and prioritise potential new online services and ensure these are supported by back office processes through to implementation by March 2018</li> </ul>	March 2018	<ul style="list-style-type: none"> <li>Improved customer satisfaction by delivering efficient 24/7 on line services</li> </ul>

## 2.5 Measure of Success

During 2017/18 we will be undertaking work to establish baseline and benchmarking information in order to provide continuous improvement. A number of initial measures of success / performance indicators have been identified:

Function: Building Control

Performance Indicator(s): Respond to 90% of all domestic applications within 21 days

Function: Building Control

Performance Indicator(s): Respond to 90% of all non-domestic applications within 35 days

Function: Building Control

Performance Indicator: By Q4, 90% of all new Building Notice Applications to be digitised/paperless

Function: Building Control

Performance Indicator: By Q4, 90% of all new Regularisation Applications to be digitised/paperless

Function: Building Control

Performance Indicator: By Q4, 90% of all full plan applications commenced to have inspection notes recorded on Tascomi Te-Build



## **3.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE**

### **3.1 Annual Improvement Objectives and Associated Programs**

The Council has set a number of annual improvement objectives and associated programs (projects and activities) for 2017/18 which aim to bring about improvement. The improvement objectives and key improvement programs, set out Council's contribution to the sustainable Community Plan for the District; against which we can monitor and report progress.

Each Council department provides resources to assist with the improvement activities contained within each improvement project (individual service improvement contribution activity linked to corporate improvement programs can be found in 2.3 of the work plan). The annual improvement objectives also align to the Council's main corporate planning document (Corporate Plan 2015 - 2019), which contains the council's strategic direction and main priorities.

The Council will focus on the following improvement objectives for 2017 to 2018:

- (i) To assist in the growth of the local economy by increasing the number of visitors to our district
- (ii) To help manage our waste and environment by reducing the amount of waste going to landfill
- (iii) To improve the accessibility of our services by increasing the number available online
- (iv) To support people to adopt healthier lifestyles by increasing usage of council recreational facilities

We utilise outcome based accountability methodology to manage our performance. This tells us the impact our services are having on communities. Further detailed information relating to Council's improvement objectives, associated activities, outcome indicators, projects and targets is available at [www.midulstercouncil.org/Council/Performance](http://www.midulstercouncil.org/Council/Performance) (*Mid Ulster Council's Improvement Plan 2017/18*) or by contacting the Democratic Services Team on 03000 132132.

### **3.2 RISK MANAGEMENT OF SERVICE**

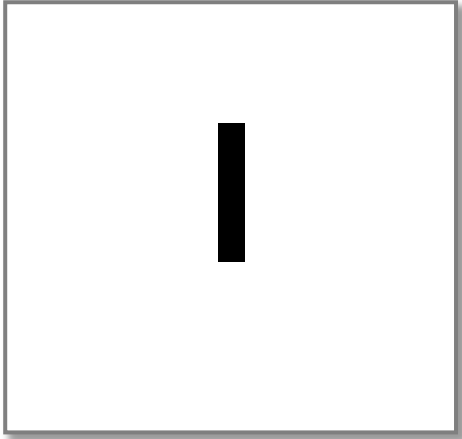
The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Service to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims to:

- Help the Council achieve its overall aims and objectives
- Manage the significant risks the Council faces to an acceptable level
- Assist with the decision making process
- Implement the most effective measures to avoid, reduce and control those risks
- Balance risk with opportunity
- Manage risk and internal controls in the most effective way.

This table illustrates the risks identified to deliver the Services business in 2017-18.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	<i>Non-compliance of Building Regulations</i>	6	1) Timetabled Staff meetings to discuss any discrepancies that may have occurred on site. (2) Develop and align system to capture more concise records
2.	Delivery and consistent implementation of Policies & procedures across Mid Ulster Council.	6	Monitoring of policies being carried out on a monthly basis by Principal Officers.
3.	Health & Safety: Scope of risk extends to: (1) Lone Working; Daily visits to sites where safety risks are evident (2) Issues associated with compliance monitoring on site.	9	(1)Risk assessments to be reviewed in conjunction with Health and Safety Advice team (2) Consideration to be given to lone working electronic control systems
4.	Fraud Scope of risk extends to: (1) Fraud generally (2) Cash & Cheque Handling.	6	(1) Review Fraud Risk Assessment (2) Review financial procedures with Finance Service to ensure compliance with Council procedures for cash handling.
5.	Downturn in construction sector as a result of the implementation of Brexit	6	Continually monitor applications to identify any marked reduction in activity within the Construction Sector.

Rating	Descriptor
16 - 25	<b>Extreme Risk (immediate action required)</b>
10 - 15	<b>High Risk (urgent action required)</b>
7 - 9	<b>Moderate Risk (action required)</b>
1 – 6	<b>Low Risk (keep under review)</b>



<b>Report on</b>	Environmental Health Service Improvement Plan
<b>Reporting Officer</b>	Fiona McClements
<b>Contact Officer</b>	

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek members approval of the content of the annual Service Improvement Plan (SIP) for Environmental Health for 2017/18.
<b>2.0</b>	<b>Background</b>
2.1	As part of the corporate planning process, Service Improvement plans are put in place within each service area. The Service improvement plan for 17/8 for Environmental Health is attached at appendix 1
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Environmental Health Service is part of the Public Health and Infrastructure Directorate and is responsible for the following main core function areas across Mid Ulster District Council:</p> <ul style="list-style-type: none"> <li>• Food Control</li> <li>• Consumer Protection</li> <li>• Public Health</li> <li>• Environmental Protection</li> <li>• Housing</li> <li>• Dog Control and animal welfare</li> <li>• Health &amp; Safety</li> <li>• Health &amp; Wellbeing Programmes</li> <li>• Licensing functions</li> </ul>
3.2	<p>The Service Improvement Plan for 2017/18 includes the following areas:</p> <ul style="list-style-type: none"> <li>• Purpose, scope and responsibilities of the service</li> <li>• Customers and stakeholders</li> <li>• Overview of performance 2016-17</li> <li>• Budget and staffing complement for 2017/18</li> <li>• Action plan for 2017/18 (linked to Corporate Improvement Objectives)</li> <li>• Risk Management/Register</li> </ul> <p>A full copy of the Service Improvement Plan is attached at Appendix 1</p>

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: The planned actions within the Service Improvement Plan will be delivered within the annual Services budget of approximately £1.1m for 2017/18.</p> <p>Human: Full Environmental Health staffing allocation will continue to be required to successfully deliver all the service improvements and targets.</p>
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b>
<b>4.3</b>	<b><u>Risk Management Implications</u></b>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the contents of this report and to approve the Environmental Health Service Improvement Plan for 2017/18.
<b>6.0</b>	<b>Documents Attached &amp; References</b>



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

## *Public Health and Infrastructure*

### *Environmental Health Service*

**SERVICE PLAN - 2017 / 18**

	Date
Consulted within staff team	10/04/2017
Discussed & signed off by Director	27/04/2017

<b>SECTION</b>	<b>TITLE</b>	<b>PAGE NUMBER</b>
<b>1.0</b>	<b>OVERALL PURPOSE &amp; SCOPE OF THE SERVICE</b>	1
1.1	Purpose and scope of the service	1
1.2	Responsibilities	1
1.3	Customers & Stakeholders	1
1.4	Performance Overview of 2016/17	2
<b>2.0</b>	<b>SERVICE WORK PLAN - 2017/18</b>	2
2.1	Budget - 2017/18	2
2.2	Staffing Complement – 2017/18	3
2.3	Work Plan – 2017/ 18	5
2.4	Service Contribution to the Corporate Improvement Objectives/Projects	6
2.5	Measures of Success	7
<b>3.0</b>	<b>IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2017/18</b>	8
3.1	Council's Improvement Objectives and Associated Programs – 2017-18 and 2018-19	8
3.2	Risk Management of Service	9



## 1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE

### 1.1. Purpose and Scope of the Service

The Environmental Health Service is fundamentally about improving the health & wellbeing of local communities. Our work as outlined in this document makes important contributions towards all of the Council's key themes and objectives, but in particular, through aiming to keep our environment safe and promoting healthier choices.

The purpose of the Environmental Health Service continues to be the control of factors in the environment which can affect public health and safety within the realms of the Council's statutory obligations. This is mainly achieved by enforcing environmental health legislation in a reactive and proactive manner. The Service also plays a supportive, informative and advisory role in all aspects of Environmental Health including health and well-being.

### 1.2 Responsibilities

Regulatory and advisory work in relation to the following core function areas

- Food Control
- Consumer Protection
- Public Health and Housing
- Environmental Protection
- Licensing
- Dog Control and animal welfare
- Health and Safety
- Health and Wellbeing programmes

### 1.3 Customers & Stakeholders

Customers & Stakeholders
• Public Health Agency
• Food Standards Agency
• Health and Safety Executive Northern Ireland
• Northern Ireland Housing Executive
• Police Service of Northern Ireland
• Communities
• Residents
• Visitors to the District
• Businesses
• Department for communities
• Department of Agriculture, Environment and Rural Affairs

## 1.4 Performance Overview in 2016/17

The following table provides a progress summary and impact made by last years' Service Improvement Plan (2016-2017). It also details key successes, remaining challenges for the Service and how it made a difference.

<b>2016/17 Performance Overview (see appendix 1)</b>
• Mandatory Food hygiene rating scheme introduced across the district
• Inspection regime for specified premises completed as scheduled
• RIAMS training completed for staff
• RIAMS system updated for core function areas
• 3 year Clean neighbourhood plan developed and approved by Council
• Remaining challenges include staff development, changing legislation, budgetary changes and customer expectations

## 2.0 SERVICE WORKPLAN 2017/18

The following tables confirm the resources, financial and people, which the Service has access to throughout 2017-18 to deliver its actions, activities and core business.

### 2.1 Budget 2017/18

<b>Service Budget Headings</b>	<b>£</b>
Affordable Warmth Prog Total	(455)
Healthy Lives Mid Ulster	29,400
Consumer Protection Total	1,715
Dog Control including Enforcement Total	242,510
Environmental Health : General /Support Total	1,409,303
Food Safety Total	(81,212)*
Health and Safety at Work Total	1,400
Health Inequalities Total	78,384
Home Accident Prevention Total	10,691
Home Energy Total	(1,110)
Neighbourhood Total	53,075
Oil Stamps Total	0
Pollution Control/Clean Air Total	(49,100)*
Private Tenancy Order Total	(1,500)
Public Health Total	850
	<b>Gross Budget</b>
	1,681,201
	<b>Income</b>
	(290,651)*
	<b>Net Budget for 2017-18</b>
	1,390,550

\* projected income

## 2.2 Staffing Complement - 2017/18

<b>Staffing</b>	<b>No. of Staff</b>
Head of Service	1
Managers	4 Principals 9 Seniors
Officers	25
Health & Wellbeing Team	6
<b>Total</b>	<b>45</b>

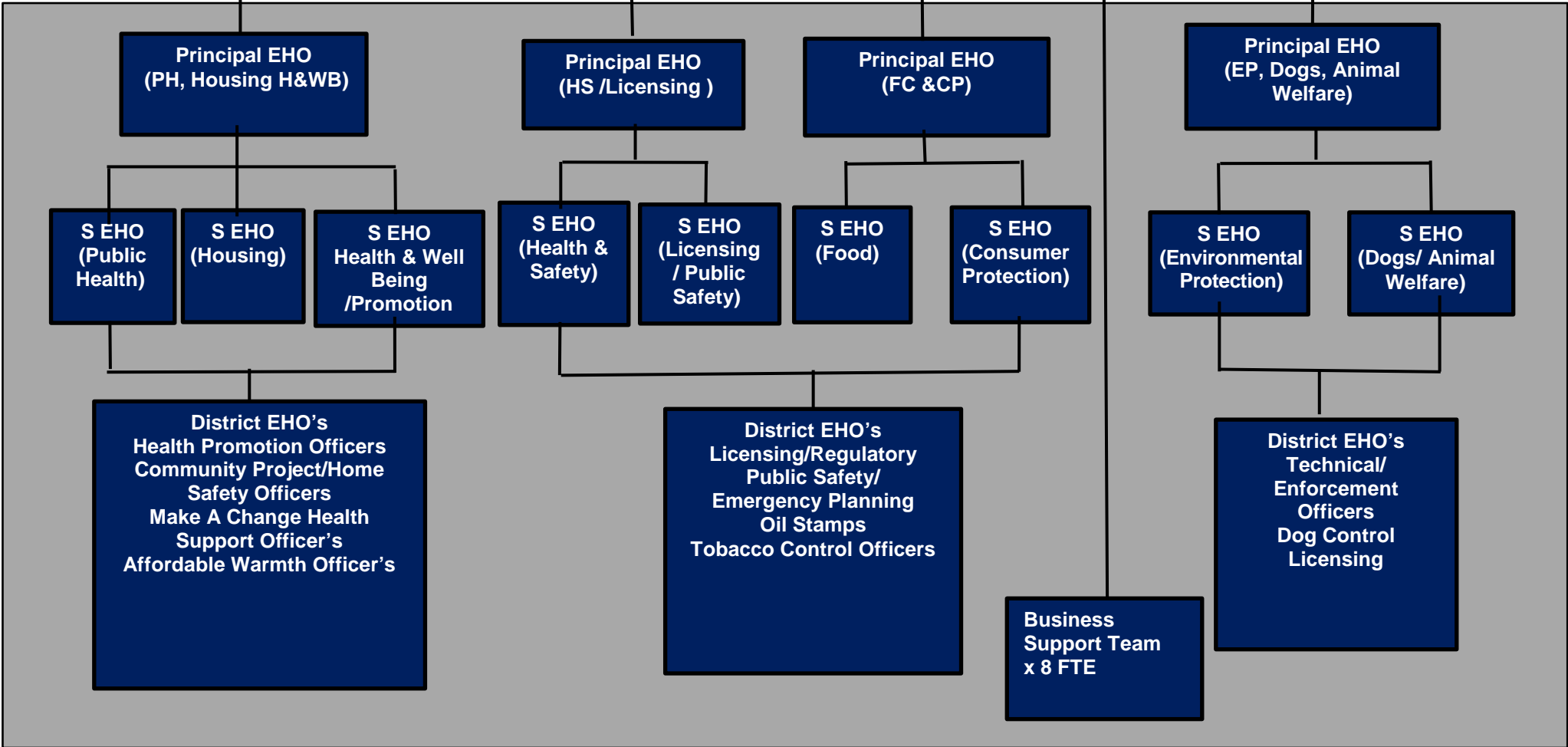
See diagram of staffing complement below

**Director of Public Health & Infrastructure:**

**Head of Environmental Health**

**PH/SLA  
Funded Posts**

**Business  
Support Team\***



**Principal EHO  
(PH, Housing H&WB)**

**Principal EHO  
(HS /Licensing )**

**Principal EHO  
(FC &CP)**

**Principal EHO  
(EP, Dogs, Animal Welfare)**

**S EHO  
(Public Health)**

**S EHO  
(Housing)**

**S EHO  
Health & Well Being  
/Promotion**

**S EHO  
(Health & Safety)**

**S EHO  
(Licensing / Public Safety)**

**S EHO  
(Food)**

**S EHO  
(Consumer Protection)**

**S EHO  
(Environmental Protection)**

**S EHO  
(Dogs/ Animal Welfare)**

**District EHO's  
Health Promotion Officers  
Community Project/Home Safety Officers  
Make A Change Health Support Officer's  
Affordable Warmth Officer's**

**District EHO's  
Licensing/Regulatory  
Public Safety/  
Emergency Planning  
Oil Stamps  
Tobacco Control Officers**

**Business Support Team  
x 8 FTE**

**District EHO's  
Technical/ Enforcement Officers  
Dog Control Licensing**

## 2.3 Work Plan - 2017/18

This plan confirms the core activities and actions which will form our Service Work Plan for 2017-18. This is a high level capture of the Service activities and work which we will focus on throughout 2017-18. The Plan links to the Council's 2015-2019 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives and Mid Ulster Sustainable Community Plan themes & outcomes:

<b>Community Plan Theme &amp; Outcome No.</b>	<b>Actions</b>	<b>By When</b>	<b>Outcome Expected</b>
<b>Theme 1 – economic growth</b> <i>(Support for micro and small to medium sized enterprises (SMEs))</i>	Review all enforcement authorisations for officers engaged in all core functions	March 2018	Competent, experienced & trained staff to deliver support & guidance to all current and new business enterprises .
<b>Theme 1 – economic growth</b> <i>(Support for micro and small to medium sized enterprises (SMEs))</i>	Carry out a training needs analysis for all staff and put in place suitable learning and development with Organisational & Development	March 2018	Competent, experienced & trained staff to deliver support & guidance to businesses
<b>Theme 5- Vibrant and Safe Communities</b> <i>(we live in a safer community)</i>	Mapping of educational programmes across Council linking into the Clean Neighbourhoods programmes	October 2017	Completion of mapping exercise. More efficient use of resources to deliver to a wider audience for awareness raising and support to communities
<b>Theme 5- Vibrant and Safe Communities</b> <i>(we live in a safer community)</i>	Contribute to/ deliver 12 co-ordinated educational programmes linking into Clean Neighbourhoods plan	March 2018	More efficient use of resources to deliver to a wider audience for awareness raising and support to communities to enhance the area and encourage visitors to the District
<b>Theme 5- Vibrant and Safe Communities</b> <i>(we live in a safer community)</i>	Review of the subject content of FOI requests and update relevant information onto Council website. Updates to be carried out quarterly. Other core function areas to reviewed and provide an update for the website twice per year.	March 2018	Upload relevant information on Environmental Health Services in order to provide information to the public of available services and available programmes.

<b>Theme 4 – health and wellbeing</b> <i>(we are better enabled to live longer, healthier and more active lives)</i>	Development of Locality plans to ensure delivery of targets for Health Improvement.	March 2018	Locality Plans in place for each Health and wellbeing Programme to meet funding agreements with Partners and contribute to our residents living a longer, healthier and more active life. Provide opportunities for Leisure and Council Services to promote and contribute to Partnership Programmes
<b>Theme 4 – health and wellbeing</b> <i>(we are better enabled to live longer, healthier and more active lives)</i>	Mapping of the EH H&WB programmes to be incorporated into MUDC / Partner programme for Health Improvement	December 2017	All relevant H&WB programmes mapped to ensure effective sign posting. Promote joined up working with MUDC leisure / Partners programme to maximise usage with the aim to improve overall health and wellbeing of programme users.
<b>Theme 5 – Vibrant and Safe Communities</b> <i>( we live in a safer community)</i>	Prioritise officer response in all High Priority complaints / incidents / requests for service in accordance with EH service delivery framework .	Ongoing	Provision of effective , efficient EH service meeting the needs of local ratepayers and business community .
<b>Theme 1 – economic growth</b> <i>(Support for micro and small to medium sized enterprises (SMEs))</i>	To carry out inspections of new premises within 28 days of the business starting up or of becoming aware that a new business has opened.	31/03/18	Support local business community by carrying out visits to 85% of all new businesses within 28 working days after starting up or becoming known to the EH dept.

## 2.4 Service Contribution to the Corporate Improvement Objectives/Projects

2017-2018 Corporate Improvement Plan (CIP) Priority Tracking Reference No.	Actions	By When	Outcome Expected
CIP3	Undertake a review of current on-line service capabilities, collate metrics, identify and prioritise potential new online services and ensure these are supported by back office processes through to implementation.	March 2018	Improved customer satisfaction by delivering efficient 24/7 online services.
CIP4	Undertake an Audit of Planned Health & Well Being Programmes - Creation of a current baseline of programme provision and the Production of a coordinated programme plan	December 2017	An informed SMART Health and Wellbeing programme of work in place.

## **2.5 Measure of Success**

During 2017/18 we will be undertaking work to establish baseline and benchmarking information in order to provide continuous improvement. A number of initial measures of success /performance indicators will be identified in year

Function:



### **3.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE**

#### **3.1 Annual Improvement Objectives and Associated Programs**

The Council has set a number of annual improvement objectives and associated programs (projects and activities) for 2017-18 and 2018-19 which aim to bring about improvement. The improvement objectives and key improvement programs, set out Council's contribution to the sustainable Community Plan for the District; against which we can monitor and report progress.

Each Council department provides resources to assist with the improvement activities contained within each improvement project (individual service improvement contribution activity linked to corporate improvement programs can be found in 2.3 of the work plan). The annual improvement objectives also align to the Council's main corporate planning document (Corporate Plan 2015 - 2019), which contains the council's strategic direction and main priorities.

The Council will focus on the following improvement objectives for 2017-18 and 2018-19:

- (i) To assist in the growth of the local economy by increasing the number of visitors to our district.
- (ii) To help manage our waste and environment by reducing the amount of waste going to landfill.
- (iii) To improve the accessibility of our services by increasing the number available online.
- (iv) To support people to adopt healthier lifestyles by increasing usage of Council recreational facilities.

We utilise outcome based accountability methodology to manage our performance. This tells us the impact our services are having on communities. Further detailed information relating to Council's improvement objectives, associated activities, outcome indicators, projects and targets is available at [www.midulstercouncil.org/Council/Performance](http://www.midulstercouncil.org/Council/Performance) (*Mid Ulster Council's Improvement Plan 2017/18*) or by contacting the Democratic Services Team on 03000 132132.

### **3.2 RISK MANAGEMENT OF SERVICE**

The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Service to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims to:

- Help the Council achieve its overall aims and objectives
- Manage the significant risks the Council faces to an acceptable level
- Assist with the decision making process
- Implement the most effective measures to avoid, reduce and control those risks
- Balance risk with opportunity
- Manage risk and internal controls in the most effective way.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	<b>Failure to meet statutory function demands</b>	8	<i>Authorisations training needs and competencies to be reviewed annually.</i>
2.	<b>Inconsistencies in on-call arrangements within Food Control and Dog Control and associated staffing. Inconsistent service to public.</b>	10	<i>Progress On call dog control service through HR processes. Draft MOU being progressed in partnership with other councils for Food Control arrangements .</i>
3.	<b>Inconsistency of service delivery : - funding provision different between southern and northern areas -Work plans and targets/ priorities vary across Northern and Southern area;</b>	7	<i>Work continuing in the legacy southern and northern trust areas but discussions ongoing regarding improved consistency in service delivery.</i>
4	<b>Risk to programme delivery from restriction on external funding</b>	8	<i>Work collaboratively with wider Partner / Stakeholder group to address and offset any potential challenge to funding resource .</i>

Rating	Descriptor
16 - 25	<b>Extreme Risk (immediate action required)</b>
10 - 15	<b>High Risk (urgent action required)</b>
7 - 9	<b>Moderate Risk (action required)</b>
1 – 6	<b>Low Risk (keep under review)</b>



## Appendix 1 Review of Work Plan - 2016/17 – Targets and Outputs

This table confirms the core activities and actions that formed the Service Work Plan for 2016-17.

2015-2019 Corporate Plan Priority No.	Actions	By When	Outcome Expected	Lead Officer	Progress Comment
Delivering for our people	<ul style="list-style-type: none"> <li>Review authorisations for officers engaged in all core functions to ensure authorisation documents are up to date.</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>Ensure all relevant officers have their authorisation documentation reviewed and signed off. Carry out a training needs analysis, and put in place training where necessary to support the EH service and staff.</li> </ul>	HoS/Principals	Authorisations reviewed and updated in accordance to MUDC document. Training programme took place 16/17.
Delivering for our people	<ul style="list-style-type: none"> <li>Respond to and take appropriate action in relation to all food alerts received from the FSA.</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>90% of food alerts for action responded to within 1 working day in order to reduce the potential for food related illness, ensuring the provision of safe food and supporting business.</li> </ul>	MMD	100% Food alerts for action responded to within 1 working day
Delivering for our people	<ul style="list-style-type: none"> <li>Safeguard the health of children and young people within the community by carrying out test purchasing exercises for tobacco products in tobacco retailers.</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>Undertake test purchasing exercises in line with PHA targets to improve the Health and wellbeing of our population and support good business practices.</li> </ul>	MMD	56 test purchase exercise visits were carried out across MUDC (target of 50 visits per TCO which equates to 50 per DC area)
Delivering for our people	<ul style="list-style-type: none"> <li>Build on relationships with likeminded organisations, including cross border agencies to support rehoming initiatives. Highlight availability of healthy dogs for re-homing at kennelling facility.</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>85% of stray dogs collected to be rehomed or reunited with owners.</li> </ul>	CB	91% of stray dogs collected to be rehomed or reunited with owners.

Sustaining Our Environment	<ul style="list-style-type: none"> <li>• Deliver educational programmes to raise awareness of the principles of responsible dog ownership and litter and deliver these programmes to schools, community groups</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>• Deliver educational programme/ information across the District on 10 different occasions to promote responsible dog ownership to support a clean and healthier community</li> </ul>	CB	13 Education Programme Talks
Sustaining Our Environment	<ul style="list-style-type: none"> <li>• Monitor current levels of air quality within the District, through maintenance of air quality monitoring network.</li> <li>• Replace No2 tubes monthly. Assess Pollutant levels against recognised standards in line with air quality objectives.</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>• Diffusion tubes replaced on a monthly basis.</li> <li>• Review and assess progress reports and prepare plans in line with statutory guidance to improve air quality, and strive for a healthy environment and a life free from illness.</li> </ul>	CB	Diffusion tubes changed on a monthly basis as per target.
Sustaining Our Environment	<ul style="list-style-type: none"> <li>• Control emissions to air from certain industrial activities through carrying out inspections on an annual basis.</li> </ul>	31/03/17	<ul style="list-style-type: none"> <li>• Achieve 95% compliance with annual inspection targets to improve air quality, and strive for a healthy environment and a life free from illness which supporting good business practice.</li> </ul>	CB	82 inspections achieved 74 Planned 110% achievement rate
Delivering for our people	<ul style="list-style-type: none"> <li>• Development of locality operational plans to ensure delivery of action plans for Health Improvement, Make a Change, Affordable Warmth, Home Safety, Health Inequalities, Energy Efficiency and to monitor progress and provide quarterly reports to Public Health Agency &amp; Department of Social Development as appropriate.</li> </ul>	31/07/16	<ul style="list-style-type: none"> <li>• Operational Plans developed for each Health Improvement Programme and meet funding agreements with partners to address health inequalities and help people live in a safe and healthier way.</li> </ul>	AC	Completed for each funded programme

**J**

<b>Report on</b>	Technical Services Service Plan 2017-2018
<b>Reporting Officer</b>	Raymond Lowry
<b>Contact Officer</b>	

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of the content and seek approval for the annual Service Improvement Plan (SIP) for the Technical Services Service for the period 2017/18.
<b>2.0</b>	<b>Background</b>
2.1	<p>A Service Improvement Plan has been prepared for the Technical Services Service for 2017/18 which will contribute towards the Council's Corporate Objectives.</p> <p>The Technical Services Service is within the Public Health and Infrastructure Department and is responsible for the following function areas across Mid-Ulster District Council.</p> <ul style="list-style-type: none"> <li>• Capital Project Delivery</li> <li>• Bus Shelter administration / approval</li> <li>• Council signage</li> <li>• Sustainability</li> <li>• Biodiversity</li> </ul>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>Within the Technical Services Service Improvement Plan there are a number of actions and associated outcomes which have been identified</p> <p>. When the outcomes are achieved for the actions as identified, the service to our customers will be enhanced and improved.</p> <p>The Service Improvement Plan for 2017-2018 includes the following areas:-</p> <ul style="list-style-type: none"> <li>• Purpose, scope and responsibilities of the service</li> <li>• Customers and stakeholders</li> <li>• Overview of performance in 2016/17</li> <li>• Budget and staffing compliments for 2017/18</li> <li>• Work Plan for 2017/18</li> <li>• Action Plan for 2017/18</li> <li>• Risks for Technical Services Service</li> </ul>



<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: Within Resources</p> <p>Human: Within Resources</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That members note the content of the attached Technical Services Service Improvement Plan for 2017-2018
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Technical Services Service Improvement Plan 2017-2018



# *Public Health & Infrastructure - Technical Service*

## **SERVICE PLAN - 2017 / 18**

	Date
Consulted within staff team	07/04/2017
Discussed & signed off by Director	27/04/2017

# CONTENT

SECTION	TITLE	PAGE NUMBER
<b>1.0</b>	<b>OVERALL PURPOSE &amp; SCOPE OF THE SERVICE</b>	<b>2</b>
1.1	Purpose and scope of the service	2
1.2	Responsibilities	2
1.3	Customers & Stakeholders	4
1.4	Performance Overview in 2016/17	4
<b>2.0</b>	<b>SERVICE WORK PLAN - 2017/18</b>	<b>7</b>
2.1	Budget - 2017/18	7
2.2	Staffing Complement – 2017/18	7
2.3	Work Plan – 2017/ 18	9
2.4	Service Contribution to the Corporate Improvement Objectives/Projects	11
2.5	Measures of Success	12
<b>3.0</b>	<b>IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2017/18</b>	<b>13</b>
3.1	Council’s Improvement Objectives and Associated Programs - 2017/18	13
3.2	Risk Management of Service	15

## **1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE**

### **1.1 Purpose and Scope of the Service**

The Technical Services Section is led by the Head of Technical Services and is fundamentally focused on delivery of Capital Programme for the Council. Work outlined in this document assists the various Services within the Council to enhance their areas of responsibilities such as improvements to facilities in the following services: Leisure, Parks, Tourism, and Community.

Technical Services plays a supportive role to all Departments in the preparation of scoping of Capital project information for submission to the Capital Programme and thereafter overseeing the project commencement to completion.

### **1.2 Responsibilities**

In order to deliver actions/programmes of work and tasks on behalf of the Council, Technical Services is divided into 3 separate functions:

1. Technical Services – Capital Delivery Team, Bus Shelters, Signage.
2. Sustainability
3. Biodiversity.

These functions are further detailed in the separate headings listed below;

#### **1. Technical Services**

*This function is covered by Project Officers based in Cookstown Council offices, and the function delivers and is accountable for the following service provision:*

- **Capital Delivery Team**
  - Assist in the preparation of procurement documentation in relation to E - procurement of all necessary functions within the delivery of Capital Projects e.g. appointment of ICT professionals and Contractors.
  - Assist in the preparation of scoping information / design concepts for Capital Project delivery
  - Project manages the delivery of MUDC Capital Programme (Infrastructure) for Council.
  - Assist various departments in the stakeholder engagement process for Capital Projects.
  - Develop, deliver and manage internal Design Service, including Project management of small scale Capital Projects.
  - Liaise with funders in the delivery of Capital Projects.
  - Liaise with relevant stakeholders for delivery of Capital Projects
  - Report to the Councils Environment Committee on the progress of Councils Capital Projects on a monthly basis.
  - Report to Capital Working Group (performance management) on a quarterly basis with updates on Programme / budget delivery.

- **Bus Shelters**
  - Responsible for administration of the application process / approval(s) on Bus Shelters throughout the District.
  - Obtaining all statutory consents for new / altered locations for Shelters
  - Notifying Property Services Department for erection of approved shelter. (Note Property Services to have ongoing control over the maintenance of all shelters in the district.
  - Report to Council Environment Committee on installation of new / removed Shelters in the district.
  
- **Signage**
  - Responsible for Council Signage throughout the District.
  - Notifying Property Services Department for erection of approved Signage (Road development / road names. (Note Property Services to have ongoing control over the maintenance of all shelters in the district, Building Control to provide Council.
  - Approved naming of all new developments)
  - Report to Council Environment Committee on installation of new signage in the district.

## **2. Sustainability**

*This function is covered by Sustainability Officer working part time based in Dungannon Council offices – Function delivers:*

- **Sustainability**

Develop and co-ordinate the Council’s Sustainability Programme for the district in consultation with a wide range of community and statutory interests.

Provide advice and expertise to Heads of Services and other key officers on the integration of sustainable development in all service areas including planning and corporate sustainability projects

Develop and implement innovative sustainability projects through the creation of partnerships with local communities, statutory bodies, NGO’s, funding organisations and the private sector.

Raise awareness of sustainable development both within the organisation and the wider community

Provide practical nature conservation and other sustainability activities to facilitate community participation in the Sustainability Programme.

Maintain contact with relevant agencies and support organisations on development within the regional and wider Sustainability context.

## **3. Biodiversity**

*This function is covered by Biodiversity Officer working part time based in Moy offices – Function delivers:*

- **Biodiversity**
  - Contribute to delivery on the Northern Ireland Biodiversity Strategy via the implementation of the Mid Ulster Biodiversity Action Plan increasing biodiversity awareness among local community and wider public.

- Provide guidance to MUDC in complying with obligations under the Wildlife and Natural Environment Act (NI) 2011, ensuring council fulfil their Biodiversity Duty wherever possible.
- Provide advice and contribute to the development of Habitat Regulations Assessments (HRAs) for council projects.

### 1.3 Customers & Stakeholders

Customers & Stakeholders
• Council (Officers, Elected Members )
• Funding bodies
• Community / educational programme ( Sustainability / Biodiversity )
• Members of the General Public
• External Agencies – TNI, NIW, NIE, BT, NIEA, LPS, PSNI, NIHE.
• ICT Consultants / Contractors
• Environmental NGOs ( e.g. The Conservation Volunteers, Sustainable NI, NIEL, Woodlands Trust, Groundwork NI, Ulster Wildlife, RSPB, BTO, BRT )
• Local Businesses

### 1.4 Performance Overview in 2016/17

The following table provides a progress summary and the impact made by last years' Service Plan (2016-2017). It also details key successes, remaining challenges for the Service and how it made a difference.

2016/17 Performance Overview
• Preparation of harmonised standard procedural guides for delivery of Capital Projects, reviewed in line with Service Improvement Workshop
• All staff files on single standard electronic folder developed for continuity
• Delivery of 8 Capital Projects with value in excess of £14m approximately <ul style="list-style-type: none"> <li>➤ Public Realms works to the following towns <ul style="list-style-type: none"> <li>• <b>Cookstown,</b> Completed September 2016</li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>• <b>Dungannon,</b> Completed October 2016</li> <li>• <b>Magherafelt,</b> Completed December 2016</li> <li>• <b>Bellaghy,</b> Completed September 2016</li> </ul> <ul style="list-style-type: none"> <li>➤ Waste Management improvements to Drumcoo CA site opened to public in July 2016</li> <li>➤ Assisted in Growth of economy with enhanced Tourism facilities with completion of Seamus Heaney HomePlace opened in September 2016</li> <li>➤ Recreational/leisure facility expansion and improvements at Dungannon Park with new enhanced facilities such as Coffee Shop, Shower Block increased car-parking and expansion of visitor caravan sites opened to public in April 2016</li> <li>➤ Railway Park enhancements</li> <li>➤ As well as managing the completion of the schemes noted above the department also has responsibility for management of the retention period (12 months after issue of practical completion) with 16 projects covered under this heading.</li> <li>➤ Shamble lane was Designed by Technical Services department but did not complete due to funding time constraints</li> </ul>
<ul style="list-style-type: none"> <li>• Commencement of 12 Capital Projects with value of £13.17m to overlap into 2017/18 year. This work include the scoping and procurement of ICT teams to deliver projects as detailed below <ul style="list-style-type: none"> <li>➤ Coalisland Public Realm - completion 2020</li> <li>➤ Gortgonis Leisure Facilities - completion 2019</li> <li>➤ Villages Project - completion 2020</li> <li>➤ Dungannon Market Square - completion 2018</li> <li>➤ Moneymore Recreation Centre - completion 2018</li> <li>➤ Davagh Forest Hub - completion 2018</li> <li>➤ O'Neill Park - completion 2017</li> <li>➤ Pomeroy Pitch - completion 2017</li> <li>➤ Pomeroy car-park - completion 2017</li> <li>➤ Curran Terrace - completion 2017</li> <li>➤ Dungannon Leisure Centre - completion 2017</li> <li>➤ Magherafelt Art-piece - completion 2017</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• Obtained Satisfactory Assurance rating for External Auditor ( Capita ) for delivery of Capital Projects – recommendations were noted and are being implemented</li> </ul>
<ul style="list-style-type: none"> <li>• Sustainability officer has been active in the following work streams: <ul style="list-style-type: none"> <li>➤ Preparation of draft Sustainability Development Framework</li> <li>➤ Inter-department working with Parks to assist in takeover of Castledawson Allotments and the potential establishment of additional allotment facilities throughout the district</li> <li>➤ Administration &amp; further development of Nunnery Hill Community Allotments &amp; Ballygawley Nature Garden</li> <li>➤ Development &amp; Implementation of district wide support and networking forum/programme for allotment &amp; community gardening groups in conjunction</li> </ul> </li> </ul>

with The Conservation Volunteers (TCV) to expand upon best practice examples already in the district

- Started to develop new Council flax growing project in conjunction with the “Mills of Northern Ireland” project and Property Services to raise awareness of the legacy and rich history of flax growing in the district
- Contributions made to Northern Ireland sustainability through participation in the Local Government Sustainability Development Forum
- Educational awareness sessions held throughout the year including input to Fairtrade Campaign and obtaining Council approval to progress to Fairtrade District status.

- Biodiversity Officer has been active in the following work streams:

- Contributions made to Northern Ireland Biodiversity Strategy
- Advice and guidance provided relating to obligations under the WANE Act 2011 and projects directly undertaken to contribute to Biodiversity Duty obligations
- Advice provided for development of HRAs
- Partnerships maintained and continue to be developed to deliver Biodiversity gain
- Habitat and species database continues to be regularly updated
- Public events held to raise awareness of local biodiversity

- Signage identity and image was developed and approved during the year for Road Signage to incorporate townlands and dual language.

- Bus shelter requests have been acknowledged for 23 shelters in the District and these are currently being progressed as per procedural guides.

- The main challenges throughout the year has been delay to implement fully departmental structure for Capital Project delivery to ensure all positions are filled. This resulted in uncertainty of staff being retained, working with Agency staff to fill gaps in the structure and no formal budget been presented for the TS department. The volume of work transfer from the legacy councils has added to the normal workload of the department.
- The allocated hours for Sustainability Officer / Biodiversity Officer has resulted in limited available time to allocate to additional / new initiative.



## 2.0 SERVICE WORKPLAN 2017/18

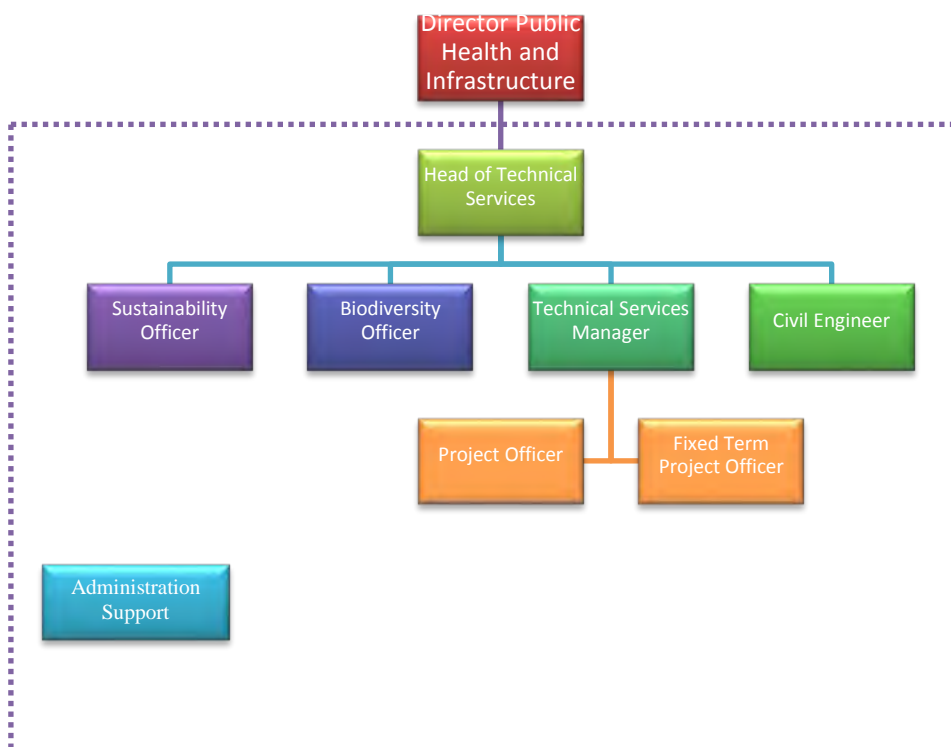
The following tables confirm the resources, financial and people, which the Service has access to throughout 2017-18 to deliver its actions, activities and core business.

### 2.1 Budget 2017/18

Service Budget Headings	£
Technical Services	£195,545.00
Sustainability	£25,752.00
Biodiversity	£29,190.00
Gross Budget	£250,487.00
Income	None
Net Budget for 2017-18*	£250,487.00

\*Budget figures still to be finalised

### 2.2 Staffing Complement - 2017/18



Staff are currently located across 4 locations in the district – Cookstown Council Offices, Dungannon (Council Offices and Oaks Road Depot sites) & Moy

<b>Staffing</b>	<b>No. of Staff ( FTE )</b>
Head of Service	1
Managers (Technical Services)	1
Civil Engineer	1
Project Officers	1
Project Officer – Fixed Term	1
Sustainability	0.5
Biodiversity	0.6
Administration Support	0.4
<b>Total</b>	<b>6.5</b>

### 2.3 Work Plan - 2017/18

This plan confirms the core activities and actions which will form your Service Work Plan for 2017-18. This should be a high level capture of the Service activities and work which it will focus on throughout 2017-18. The Plan links to the Council's 2015-2019 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives and Mid Ulster Sustainable Community Plan themes & outcomes:

Community Plan Theme & Outcome No.	Actions	By When	Outcome Expected
<p>CIP1 OCP 1.3.1 2.2.3 4.1.1 4.1.3 CP:- 1.1; 1.3; 1.2;</p>	<ul style="list-style-type: none"> <li>Deliver the Capital Project programme commenced in 2017/20 in terms progression and completion of various Capital Projects noted within Programme (P&amp;R Committee March 2017) to develop and deliver works to enhance and improve tourism facilities.</li> </ul>	<p>Q4 – 2017-2020</p>	<ul style="list-style-type: none"> <li>Progress Capital Programme 2017-2020 with completion of enhancement of existing facilities which will support the Tourism Sector provision and enable visitors to visit and stay in within the District.</li> </ul>
<p>CIP2 OCP 2.1.6 CP:- 1.1; 3.6</p>	<ul style="list-style-type: none"> <li>Deliver the Capital Project programme commenced in 2017/20 in terms progression and completion of various Capital Projects noted within Programme (P&amp;R Committee March 2017) to develop and deliver works to enhance and improve recycling / recovery facilities.</li> </ul>	<p>Q4 – 2017-2020</p>	<ul style="list-style-type: none"> <li>Progress enhancement of waste facilities to meet Capital Programme 2017-2020 which will support the</li> </ul>
<p>CIP3 OCP 1.1 CP:- 1.1; 1.2;</p>	<ul style="list-style-type: none"> <li>Complete all departmental procedural guides / policies and inform all relevant stakeholders with enhanced accessibility of information on the Website / online.</li> </ul>	<p>Q4 - 2017</p>	<ul style="list-style-type: none"> <li>All procedural guides will be ratified by Council and officers / elected members made aware of all outcomes with additional information on</li> </ul>

			<ul style="list-style-type: none"> <li>To establish and agree with Partner agencies timeframes for delivery in response times for erection of Bus Shelter applications throughout the District</li> </ul>
<b>CIP4</b> <b>OCP :-</b> 1.3.2 4.1.1 4.1.3 4.1.4 5.2.5 <b>CP:- ; 3.3;</b>	<ul style="list-style-type: none"> <li>Deliver the Capital Project programme commenced in 2017/20 in terms progression and completion of various Capital Projects noted within Programme (P&amp;R Committee March 2017) to develop and deliver works to enhance village planning and renewal initiatives.</li> </ul>	Throughout 2017 and in line with 2017-20 programme	<ul style="list-style-type: none"> <li>Capital Projects delivered and utilised by the various organisations / groups</li> </ul>
<b>CP :- 1.1; 1.2; 3.1; 3.4; 3.7</b>	<ul style="list-style-type: none"> <li>Delivery of MUDC Biodiversity Action Plan.</li> </ul>	Throughout 2017/18	<ul style="list-style-type: none"> <li>Increase in value of natural environment</li> <li>Natural environment protected and enhanced</li> <li>Partners working towards common goal</li> </ul>
<b>CIP1</b> <b>CIP2</b> <b>CIP3</b> <b>CIP4</b> <b>CP :- 3.1;3.6</b>	<ul style="list-style-type: none"> <li>Develop, monitor and review a sustainability framework for MUDC</li> </ul>	Q1  During 2017/18	<ul style="list-style-type: none"> <li>Better integration of Sustainable Development into Council's Service delivery</li> <li>Increased awareness of sustainable development within the organisation</li> </ul>
<b>CP :- 3.1;3.7</b>	<ul style="list-style-type: none"> <li>Develop and implement Council resolution on achieving Fairtrade District status application</li> </ul>	Commence Q1	<ul style="list-style-type: none"> <li>Increased awareness of Fairtrade throughout the District</li> </ul>
<b>CIP 4</b>	Provide responsive and time bound response to all service requests .	Ongoing	To ensure provision of an efficient and effective service to ratepayers and commercial undertakers .



## 2.4 Service Contribution to the Corporate Improvement Objectives/Projects

2017-2018 Corporate Improvement Plan (CIP) Priority Tracking Reference No.	Actions	By When	Outcome Expected
CIP3	Undertake a review of current on-line service capabilities, collate metrics, identify and prioritise potential new online services and ensure these are supported by back office processes through to implementation.	March 2018	Improved customer satisfaction by delivering efficient 24/7 online services.

## 2.5 Measure of Success

During 2017/18 we will be undertaking work to establish baseline and benchmarking information in order to provide continuous improvement. A number of initial measures of success / performance indicators have been identified:

Function:

Performance Indicator(s): As this is a baseline and developmental year, it is envisaged that work will be undertaken to identify potential service performance measures for 2018/19

## **3.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE**

### **3.1 Annual Improvement Objectives and Associated Programs**

The Council has set a number of annual improvement objectives and associated programs (projects and activities) for 2017/18 which aim to bring about improvement. The improvement objectives and key improvement programs, set out Council's contribution to the sustainable Community Plan for the District; against which we can monitor and report progress.

Each Council department provides resources to assist with the improvement activities contained within each improvement project (individual service improvement contribution activity linked to corporate improvement programs can be found in 2.3 of the work plan). The annual improvement objectives also align to the Council's main corporate planning document (Corporate Plan 2015 - 2019), which contains the council's strategic direction and main priorities.

The Council will focus on the following proposed improvement objectives for 2017 to 2018:

- (i) To assist in the growth of the local economy by increasing the number of visitors to our district
- (ii) To help manage our waste and environment by reducing the amount of waste going to landfill
- (iii) To improve the accessibility of our services by increasing the number available online
- (iv) To support people to adopt healthier lifestyles by increasing usage of council recreational facilities.

We utilise outcome based accountability methodology to manage our performance. This tells us the impact our services are having on communities. Further detailed information relating to Council's improvement objectives, associated activities, outcome indicators, projects and targets is available at [www.midulstercouncil.org/Council/Performance](http://www.midulstercouncil.org/Council/Performance) (*Mid Ulster Council's Improvement Plan 2017/18*) or by contacting the Democratic Services Team on 03000 132132.



### **3.2 RISK MANAGEMENT OF SERVICE**

The purpose of risk management is to manage the barriers which prevents the Council from achieving its objectives. This section of the service plan includes space for the Service to input their key risks (in summary form), which have been identified during the business planning process. The Council uses risk management to maximize opportunities and minimize risks. This improves its ability to deliver priorities and improve outcomes. This is why the Council deems it important to link business planning and risk management. Risk Management aims to:

- Help the Council achieve its overall aims and objectives
- Manage the significant risks the Council faces to an acceptable level
- Assist with the decision making process
- Implement the most effective measures to avoid, reduce and control those risks
- Balance risk with opportunity
- Manage risk and internal controls in the most effective way.

This table illustrates the risks identified to deliver the Services business in 2017-18.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Delivery Of Capital Projects	8	Review of procedural guides and having external Audit carried out by Capita has assisted this programme.
2.	Limited Staffing Structure	9	All posts now completed within departmental structure with appointment of 3 new personnel in Q4 of 16/17 to assist with Capital Project Delivery. Adequate time to be allocated to ensure new staff are developed in terms of process and guides that are applicable to their job role
3.	Management of contract scope of risk	9	Regular review of procurement process and updates at Team Meetings
4.	Environment protection	9	Develop and manage framework policies
5.	Legal Frameworks	9	Develop and manage legal contract performances
6.	Delivery of Bus Shelters and Signage	6	Register developed and will be regularly managed and monitored when staffing structure is complete

Rating	Descriptor
16 - 25	Extreme Risk (immediate action required)
10 - 15	High Risk (urgent action required)
7 - 9	Moderate Risk (action required)
1 – 6	Low Risk (keep under review)

**K**

**Minutes of Meeting of Environment Committee of Mid Ulster District Council  
held on Tuesday 11 April 2017 in Council Offices, Burn Road, Cookstown**

**Members Present** Councillor Cuthbertson (Chair)  
  
Councillors Buchanan, Burton, Gillespie, McFlynn,  
McGinley, B McGuigan, McNamee, Mulligan, M Quinn,  
Reid and Totten

**Officers in Attendance** Mr Cassells, Director of Environment and Property  
Mr Kelso, Director of Public Health and Infrastructure  
Mr McAdoo, Head of Environmental Services  
Ms McClements, Head of Environmental Health  
Mr Lowry, Head of Technical Services  
Mr Scullion, Head of Property Services  
Mr Wilkinson, Head of Building Control  
Ms Grogan, Committee Services Officer

**Others in Attendance** Castlecaulfield Horticultural Society  
Mr B McClure  
Ms B McKenna  
Ms H McClure

The meeting commenced at 7.00 pm.

**E084/17 Apologies**

Councillors Glasgow, Kearney and S McGuigan and J O'Neill.

**E085/17 Declarations of Interest**

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

**E086/17 Chair's Business**

None.

**E087/17 Castlecaulfield Horticultural Society**

The Chair welcomed Ms Bernie McKenna, Mr Bob McClure and Ms Heather McClure from Castlecaulfield Horticultural Society to the committee, who were in attendance to present the Council with replica awards which the group won at the Britain in Bloom 2016.

Ms McKenna advised that Castlecaulfield Horticultural Society were delighted after it scooped one of the most prestigious horticultural awards in the UK at the Britain in Bloom competition and said that it was an absolute credit to the community due to all the astounding work they have put into the village.

Ms McKenna stated that Castlecaulfield Horticultural Society has been entered into the forthcoming Canadian awards.

The Chair, Councillor Cuthbertson advised that he had travelled with the group to lift the award and was very proud to be associated the Society as it was impressive to see Northern Ireland do so well and wished the group every success in the forthcoming Canadian awards.

Councillor Burton commended the group and said that it was great to see such community pride in the village and that the Council were indebted to the society. She also praised the businesses who sponsored the group and said that it was a great accolade to be associated with. Councillor Burton advised that she attended the event on behalf of NILGA and was privileged to do so and looked forward to see what the future holds for the group especially with the forthcoming Canadian awards.

Councillor McGinley also commended the group on their success and wished them every success for the future.

Councillor Mulligan said that he was honoured to be associated with Castlecaulfield Horticultural Society and would certainly say that it was a pure pleasure to be connected to such a marvellous group especially as its self-help.

Councillor Gillespie passed on his congratulations to the group and stated that they put in tremendous hard work as they were working all the hours from early morning to late at night and wished them every success for the future.

Councillor McFlynn said that the group had worked tirelessly and it was a credit to them and the whole of the Mid Ulster area.

Mr McClure advised the Committee that the group now do outsourcing to other villages and towns sharing their knowledge on how to progress.

The Chair, Councillor Cuthbertson thanked the representatives from Castlecaulfield Horticultural Society for their attendance at the meeting and wished them well in their future efforts.

*The representatives left the meeting at 7.08 pm.*

## **Matters for Decision**

### **E088/17      Transport NI Proposals to Mid Ulster Council – Disabled Persons' Parking Bay, Irish Street, Dungannon**

The Director of Environment & Property presented previously circulated report to seek Members agreement in relation to proposals from Transport NI to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.

Proposed by Councillor McNamee

Seconded by Councillor Gillespie and

**Resolved:** That it be recommended to the Council to endorse the proposals submitted by Transport NI in relation to proposed relocation of Disabled Persons' Parking Bay – Irish Street, Dungannon.

**E089/17 Transport NI Proposals to Mid Ulster Council – Disabled Persons' Parking Bay – Sullenboy Park, Cookstown**

The Director of Environment & Property presented previously circulated report to seek Members agreement in relation to proposals from Transport NI to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.

Proposed by Councillor McNamee  
Seconded by Councillor Gillespie and

**Resolved:** That it be recommended to the Council to endorse the proposals submitted by Transport NI in relation to proposed Provision of a Disabled Person's Parking Bay – Sullenboy Park, Cookstown.

**E090/17 Transport NI Proposals to Mid Ulster Council – Proposed Derestriction Speed Limit – Pomeroy Road and Mullaghfurtherland, Donaghmore**

The Director of Environment & Property presented previously circulated report to seek Members agreement in relation to proposals from Transport NI to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.

Proposed by Councillor McNamee  
Seconded by Councillor Gillespie and

**Resolved:** That it be recommended to the Council to endorse the proposals submitted by Transport NI in relation to proposed Derestriction Speed Limit – Pomeroy Road and Mullaghfurtherland, Donaghmore.

**E091/17 Landfill Tax Consultation**

The Head of Environmental Services presented previously circulated report to seek Members approval to respond to consultation on landfill tax.

Councillor B McGuigan enquired if there was a need to identify illegal sites.

The Head of Environmental Services agreed there would be a requirement as indicated by the question in the report.

Proposed by Councillor Reid  
Seconded by Councillor B McGuigan and

**Resolved:** That it be recommended to the Council that approval be granted for Officers to submit a consultation response to HMRC, before 5<sup>th</sup> May, supporting the proposal to bring illegal sites within the scope of landfill tax.

#### **E092/17 Bonfire Working Group**

The Director of Public Health and Infrastructure presented previously circulated report to update Members on the Mid Ulster District Council – Bonfire Working Group.

Proposed by Councillor B McGuigan  
Seconded by Councillor McNamee and

**Resolved:** That it be recommended to the Council to agree the Draft Guidelines For Bonfire Safety (March 2017).

#### **E093/17 Private Rented Sector in Northern Ireland – Proposals for Change**

The Head of Environmental Health presented previously circulated report to ask Members to consider response to the DfC Consultation Paper “Private Rented Sector in Northern Ireland – Proposals for Change”.

Councillor Reid referred to the affordability of rented housing and enquired if there was any way a cap could be put on it as some people are being charged extortionate amounts.

The Head of Environmental Health advised that there was a lot to take into consideration ie age and fitness of a property etc which would be put into different bands, but that the clause keeps a person protected on affordability due to the fact that a landlord has to abide by the tenancy agreement and not raise the rent a week after a person goes into the house.

Councillor Reid referred to white goods ie refrigerator, cooker and washing machines etc and enquired if these break down, can a landlord have the power to put an extra tariff onto an occupant’s rent each month to cover this.

The Head of Environmental Health advised that this should be stipulated within the signed tenancy agreement on who would be responsible for such incidents. She said if an occupant felt that they were being treated unfairly they should raise the issue with the landlord and if this doesn’t work out, contact a Solicitor or the Environmental Health Department as they would be in a position to give the necessary advice.

Proposed by Councillor Reid  
Seconded by Councillor McNamee and

**Resolved:** That it be recommended to the Council to endorse response to the DfC Consultation Paper “Private Rented Sector in Northern Ireland – Proposals for Change.

#### **Matters for Information**

**E094/17      Minutes of the Environment Committee meeting held on Tuesday  
14 March 2017**

Councillor McNamee enquired about the Dual Language Signage and asked where it was at present.

The Director of Public Health and Infrastructure advised that a number of requests had been received. Building Control are in process of finalising their paperwork and aim to commence surveys shortly . Plan to proceed through the list of survey requests by commencing with those who lodged initial requests for consideration.

Proposed by Councillor McNamee  
Seconded by Councillor Reid and

**Resolved:** That it be recommended to the Council that the Minutes of the Environment Committee held on Tuesday 14 March 2017 be noted.

**E095/17      Performance of Blind Cord Safety Video**

Members noted previously circulated report which provided an update on the blind cord safety video following its launch on Tuesday 6 December 2016.

Councillor McGinley enquired why the Blind Cord Safety Video wasn't done through Mid Ulster District Council's own media website as it should have the ownership and not the PHA.

The Head of Environmental Health advised that as the PHA funded the video clip it was up to them to take the lead for all of the eleven Councils. The video clip is on the Council website by clicking into.

Councillor McGinley felt that this was the perfect opportunity for this Council to take ownership of the video clip and still was of the opinion that this video should have been advertised through the Council's website.

Councillor M Quinn said that this was an excellent video which clearly shows the dangers of Blind Cord's and how quick a tragedy can happen. He stated that it was very well put together with local actors and should be kept active as long as possible.

*Councillor Reid declared an interest on the Southern Childcare Partnership – Early Years Forum as he is a member of the committee.*

Councillor Reid advised that the video clip was very hard hitting and it was a credit to the actors and all involved in the production of it.

**E096/17      Drinking Water Quality Report**



Members noted previously circulated report to advise of the Publication of the Drinking Water Inspectorate NI's Drinking Water Quality in Northern Ireland Report 2015, published December 2016.

**E097/17 Sunbed Test Purchase Update**

Members noted previously circulated report to inform of the results of a sunbed test purchase exercise carried out on 16 February 2017 under the Sunbeds Act (Northern Ireland) 2011.

**E098/17 Air Quality in the Mid Ulster District Council Area**

Members noted previously circulated report to provide information on air quality in the Mid Ulster area following recent national media coverage on air pollution warning.

**E099/17 Northern Ireland Waste Compositional Analysis**

Members noted previously circulated report to update on planned Waste Composition Analysis for Northern Ireland.

**E100/17 Recycling Education and Environmental Awareness Update**

Members noted previously circulated report on the Recycling for Schools Education programme and Environmental Awareness initiatives carried out over the previous six months.

**E101/17 Grounds Maintenance – Delivery Standards**

Members noted previously circulated report on the aspirational Grounds Maintenance delivery standards for the 2016/17 'growing season' and beyond to aid service consistency.

**E102/17 Fair Trade Event**

Members noted previously circulated report in inform of the recent Fairtrade Fortnight Schools event held in Cookstown Leisure Centre.

**E103/17 Building Control Report**

Members noted previously circulated report to provide an update on the workload analysis for Building Control across Mid Ulster District Council.

**E104/17 Online Building Control Applications**

Members noted previously circulated report with regard to the development of online facilities for Building Control Applications.

**E105/17 Entertainment Licensing Applications**

Members noted previously circulated report on Entertainment Licensing Applications across Mid Ulster District Council.

Proposed by Councillor McGinley  
Seconded by Councillor McFlynn and

**Resolved:** That it be recommended to the Council to note the content of report items E094/17 to E105/17.

**Confidential Business**

Proposed by Councillor McNamee  
Seconded by Councillor Burton and

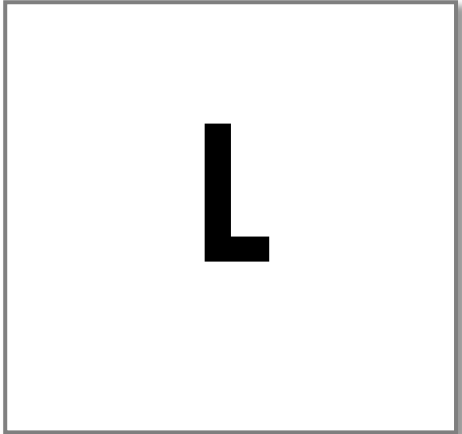
**Resolved:** That items E106/17 to E112/17 be taken as confidential business.

**E113/17 Duration of Meeting**

The meeting was called for 7 pm and concluded at 7.40 pm.

CHAIR \_\_\_\_\_

DATE \_\_\_\_\_



<b>Report on</b>	Transport NI Proposals to Mid Ulster Council
<b>Reporting Officer</b>	Andrew Cassells, Director of Environment & Property
<b>Contact Officer</b>	

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to proposals from Transport NI to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.
<b>2.0</b>	<b>Background</b>
2.1	Transport NI are consulting the Council with proposals to introduce measures designed to improve network safety, sustainability and efficiency to encourage safe and sustainable travel.
<b>3.0</b>	<b>Main Report</b>
3.1	The following outlines the proposal to be brought to the attention of the Environment Committee.  <b>Proposed Classification and Reclassification – Magherafelt Bypass</b> Transport NI are proposing to classify the Magherafelt Bypass as the A31 and reclassify a section of the existing A31 as the B40.  Consultation letter and location map of aforementioned proposals are attached as appendices to this report.
<b>4.0</b>	<b>Other Considerations</b>
4.1	<b><u>Financial &amp; Human Resources Implications</u></b>  Financial: None  Human: None
4.2	<b><u>Equality and Good Relations Implications</u></b>  N/A

4.3	<p><b><u>Risk Management Implications</u></b></p> <p>The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.</p>
5.0	<p><b>Recommendation(s)</b></p>
5.1	<p>That the Environment Committee endorses the proposal submitted by Transport NI.</p>
6.0	<p><b>Documents Attached &amp; References</b></p>
6.1	<p><b>Appendix 1</b> Letter from Transport NI dated 21<sup>st</sup> April 2017; Proposed Classification and Re-classification – Magherafelt Bypass</p>
6.2	<p><b>Appendix 2</b> Drawing – Proposed Classification and Re-classification – Magherafelt Bypass</p>

**transportni**

**Network Development**

Chief Executive  
Mid Ulster District Council  
Ballyronan  
Magherafelt  
BT45 6EN



Department for

**Infrastructure**

An Roinn

**Bonneagair**

[www.infrastructure-ni.gov.uk](http://www.infrastructure-ni.gov.uk)  
County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

21 April 2017

Dear Mr Tohill

**PROPOSED CLASSIFICATION AND RECLASSIFICATION – MAGHERAFELT BYPASS**

TransportNI is proposing to classify the Magherafelt Bypass as the A31 and reclassify a section of the existing A31 as the B40, as shown on the attached map.

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

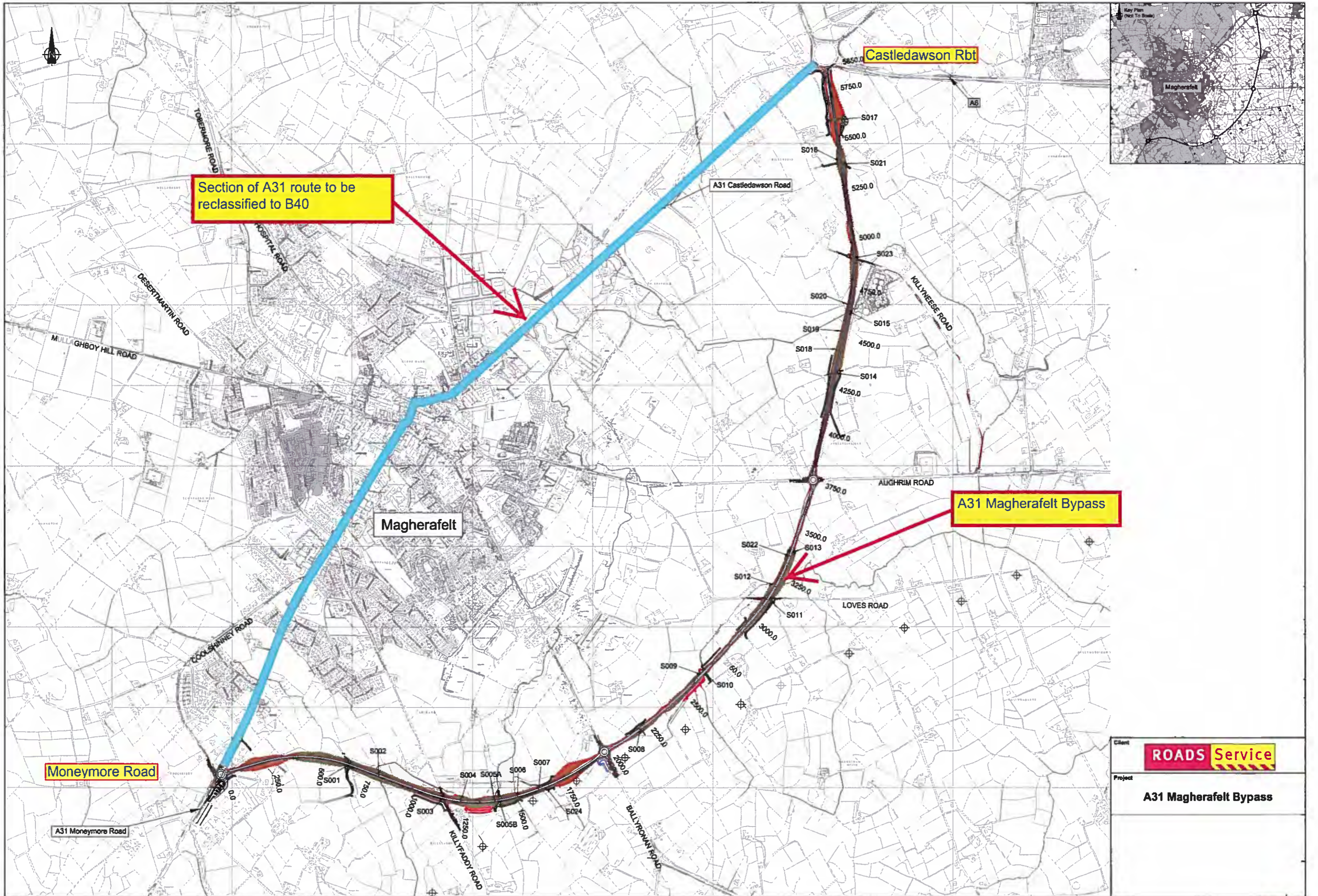
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc





Section of A31 route to be reclassified to B40

A31 Magherafelt Bypass

Moneymore Road

A31 Moneymore Road

A31 Castledawson Road

Castledawson Rbt

Magherafelt

Client  
**ROADS Service**

Project  
**A31 Magherafelt Bypass**



**M**



<b>Report on</b>	Bulky Waste Collection Service
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

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

<b>1.0</b>	<b>Purpose of Report</b>										
1.1	To provide members with an update on the Council's bulky waste collection service.										
<b>2.0</b>	<b>Background</b>										
2.1	The department provides a service for the collection of bulky household items such as cookers, fridges, suites of furniture, mattresses etc. from households across the district.										
<b>3.0</b>	<b>Main Report</b>										
3.1	During the twelve month period from April 2016 to March 2017 the following number of bulky collections were carried out from the three Council depots across Mid Ulster district: <table border="1" data-bbox="240 1162 1027 1305"> <thead> <tr> <th>Area</th> <th>Number of collections</th> </tr> </thead> <tbody> <tr> <td>Cookstown</td> <td>771</td> </tr> <tr> <td>Dungannon</td> <td>1260</td> </tr> <tr> <td>Magherafelt</td> <td>1879</td> </tr> </tbody> </table>	Area	Number of collections	Cookstown	771	Dungannon	1260	Magherafelt	1879		
Area	Number of collections										
Cookstown	771										
Dungannon	1260										
Magherafelt	1879										
3.2	All requests for bulky waste collections must be submitted in writing and these requests can be made online via the Council website (copy of request form attached as appendix).										
3.3	Of the 3910 collections carried out in 2016/17, 2358 No. of these (60.3%) were requested via the website making it, by far, the most popular Council online service availed of.										
3.4	At the Environment Committee meeting in December 2016 it was agreed that all bulky collections would continue to be provided free of charge to residents in 2017/18.										
3.5	A recent survey of other local authorities in N Ireland has revealed that the majority of Councils here now apply some level of charge for bulky waste household collections. Some examples of the range of charges imposed by other Councils are shown below: <table border="1" data-bbox="240 1809 1161 1984"> <thead> <tr> <th>Council</th> <th>Charge per collection</th> </tr> </thead> <tbody> <tr> <td><i>Causeway Coast and Glens</i></td> <td>£ 5</td> </tr> <tr> <td><i>Ards and North Down</i></td> <td>£ 6</td> </tr> <tr> <td><i>Newry, Mourne and Down</i></td> <td>£10</td> </tr> <tr> <td><i>Armagh City, Banbridge and Craigavon</i></td> <td>£15</td> </tr> </tbody> </table>	Council	Charge per collection	<i>Causeway Coast and Glens</i>	£ 5	<i>Ards and North Down</i>	£ 6	<i>Newry, Mourne and Down</i>	£10	<i>Armagh City, Banbridge and Craigavon</i>	£15
Council	Charge per collection										
<i>Causeway Coast and Glens</i>	£ 5										
<i>Ards and North Down</i>	£ 6										
<i>Newry, Mourne and Down</i>	£10										
<i>Armagh City, Banbridge and Craigavon</i>	£15										
3.6	The issue of charging is therefore a matter which will need to be kept under close review.										

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: None</p> <p>Human: Significant resource (employee and fleet) utilised in the provision of the service.</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>N/A</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>N/A</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Screenshot from Council webpage for Bulky Waste Collection Service.



ONLINE SERVICES

Building Control

**Bulky Waste Collections**

Caravan & Camping Site Licence

Certificate of Fitness (Housing)

Dog Licences

Entertainment Licences

Food Premises Approval

Food Premises Registration

Guard Dog Kennels Registration

Hairdresser and Barber  
Registration

Petroleum Licences

Pleasure Boat Licence

Pollution Prevention and  
Control

Register Premises For Weddings  
And Civil Ceremonies

Safety Certificate For Sports  
Grounds

Street Trading Licence

Sunday Trading

Tattooing, Piercing,  
Acupuncture and Electrolysis

Water Cooling Towers and  
Evaporative Condensers

## Bulky Waste Collections

We provide a free bulky waste collection service to our residents for a maximum of 3 items.

### Examples of what we will collect

Cookers, fridges, carpets, suites of furniture and mattresses (please note that for health and safety reasons, mattresses must be covered in plastic)

### Examples of what we won't collect

Fixtures and fittings of a house like bathroom suites, oil tanks, garage or internal/external doors, garden waste or general waste (e.g. bin bags)

To request a bulky waste collection, fill in the form below. We aim to collect your goods within 14 days.

If you need to speak to us, contact Environmental Services on 03000 132 132.

Name:

Address:

Town/Village:

Postcode:

Tel No:

E-mail address:

Item 1 for collection:

Item 2 for collection:

Item 3 for collection:

Please note that we will collect a maximum of 3 items and we will only be able to collect the items you have listed. If you are asking us to collect a MATTRESS, for health and safety reasons, ALL MATTRESSES MUST BE COVERED IN PLASTIC.

Please tell us where the items will be left out for us to collect (e.g. your backyard, garden):

Please note that our staff are not permitted to enter houses, garages, sheds or other buildings to collect items.

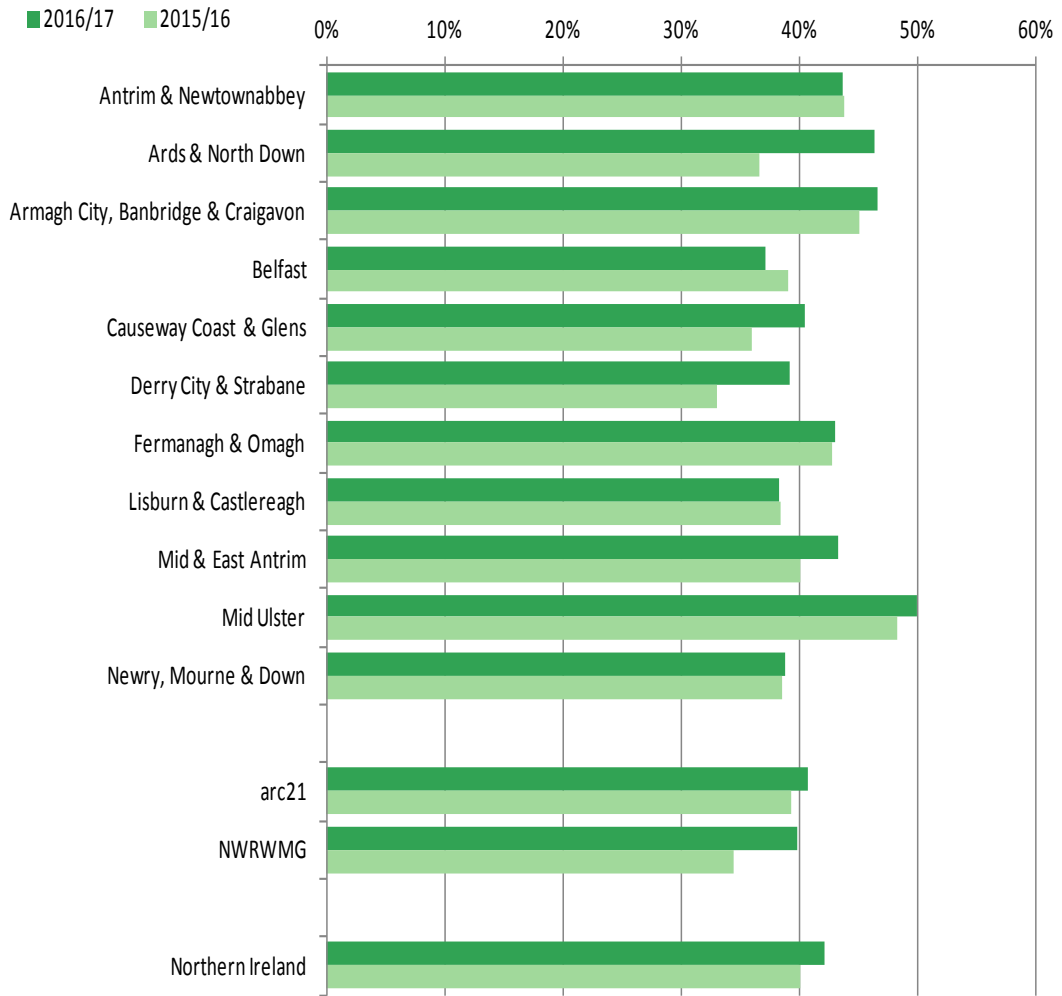
Submit

**N**

<b>Report on</b>	Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for October to December 2016
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

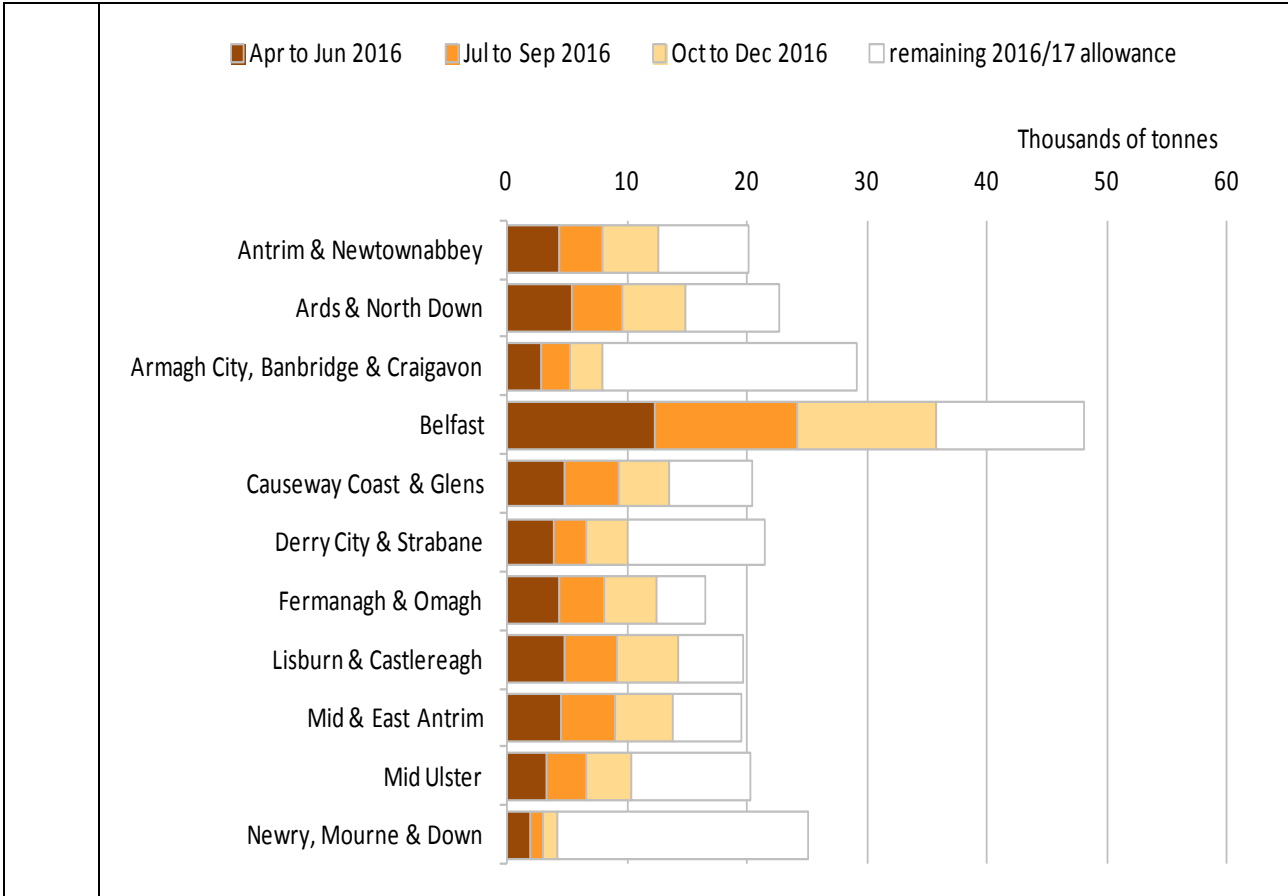
<b>Is this report restricted for confidential business?</b>	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update members on the Councils performance in relation to recycling and landfill diversion targets as outlined in the NIEA Northern Ireland Local Authority Waste Management Statistics Report for the (quarter three) period of October to December 2016
<b>2.0</b>	<b>Background</b>
2.1	The above (provisional) report was published on 27 <sup>th</sup> April 2017 by the Department of Agriculture, Environment and Rural Affairs (DAERA). The data in the report is based on quarterly returns made to Wastedataflow, a web based system, used by all local authorities throughout the UK to report on local authority collected municipal waste (LACMW). A full copy of the report (including appendices) can be accessed via below:  <a href="https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-october-december-2016">https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-october-december-2016</a>
<b>3.0</b>	<b>Main Report</b>
3.1	Northern Ireland's Councils collected 228,631 tonnes of Local Authority Collected Municipal Waste (LACMW) between October and December 2016. This was a 0.6% decrease on the 230,089 tonnes collected during the same three months of 2015.
3.2	The household waste preparing for reuse, dry recycling and composting rate, namely key performance indicator (a), for Northern Ireland as a whole was 42.1% between October and December 2016, an increase on the 40.1% during the same three months of 2015.
3.3	<u>It is pleasing to report that Mid Ulster District Council once again (and for the third consecutive quarter) achieved the highest household recycling rate of all eleven Councils during the quarter with a figure of 49.9%.</u> This represents an improvement of 1.7% on the 48.2% figure recorded in the same quarter last year (as illustrated in the graph below):

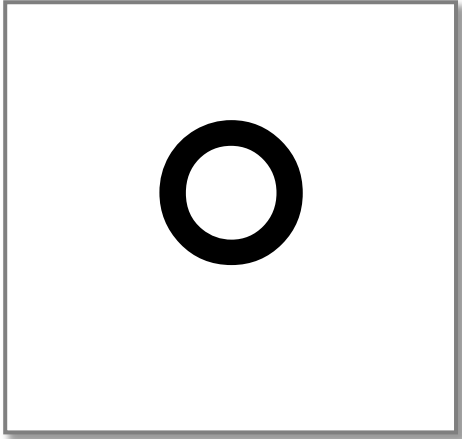


3.4

With regard to the Northern Ireland Landfill Allowance Scheme (NILAS) allocation Mid Ulster District Council utilised only 18.9% of the available annual allowance (20,231 tonnes) during the third quarter i.e. landfilled only 3,820 tonnes of Biodegradable Local Authority Collected Biodegradable Municipal Waste (BLACMW). This was the fourth lowest utilisation of all eleven Councils (as illustrated in the graph below)



<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: None</p> <p>Human: 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</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>Failure to meet NILAS targets could result in NIEA fines and EU infraction proceedings.</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note and invited to comment on the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	None





<b>Report on</b>	Update on Re-launch of Council Brown Bin Collection Scheme
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update members on progress with the Re-launch of the brown bin kerbside scheme
<b>2.0</b>	<b>Background</b>
2.1	At the Environment Committee meeting of March 2017 Members were informed of plans to Re-launch the Councils organic waste kerbside collection scheme in April, to focus on the diversion of food waste from black bins to brown bins, so as to comply with the new requirements of the Food Waste (Northern Ireland) Regulations and improve recycling/composting rates.
2.2	Most of the other ten local authorities are undertaking similar food waste composting initiatives at this time so this can be considered part of an overall N Ireland campaign.
<b>3.0</b>	<b>Main Report</b>
3.1	During the month of April new "Recycling to the Max" Information Packs, including a free roll of kitchen caddy liners and new bin labels, have been delivered to around half of the households in the district (it is planned that the remainder will be distributed in May).
3.2	<p>The distribution of the Recycling Information Packs has been supported by an intensive promotional campaign throughout the month which has included the following activities:</p> <ul style="list-style-type: none"> <li>• Installation of new Food Waste livery on 18 No. refuse collection vehicles (see attached)</li> <li>• Photo-call with Council Chairman and associated press releases in local newspapers (see attached)</li> <li>• Interview with Environment Committee Chairman on local radio (see attached)</li> <li>• Feature in Insight Council magazine (see attached)</li> <li>• Updates on Council website and Bin-Ovation App</li> </ul> <p>This has generated a great deal of interest/queries from the general public and requests for the provision of brown bins and/or kitchen caddies from householders (the total number of containers distributed will be reported to a future Committee meeting)</p>

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: Funding of £65k was secured from DAERA to support the Re-launch campaign</p> <p>Human: A significant amount of officer time has been involved in the Re-launch campaign and considerable employee/vehicle resources directed to the distribution of the packs.</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the content of this report and promotional activities undertaken.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Photographs of new Food Waste livery on refuse collection vehicle
6.2	Example of press release in local paper
6.3	Feature from Council Insight magazine
6.4	Local radio interview (available on request)

# Food Recycling

It really does make a difference.

One kitchen caddy full of food waste can generate enough energy to toast 8 slices of bread.

**Brown bin it!**



**1x** =  
full kitchen  
caddy



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

90 PSI

90 PSI



**Make a difference**  
Please put food in your **brown bin**  
not your **black!**

[www.midulstercouncil.org/recycling](http://www.midulstercouncil.org/recycling)



90 PSI



Source: Tyrone Herald



Date: Monday 17. April 2017

Page: 8

(MUC-972)

Page 1 of 1

Circulation: 6153

Ref: Mid Ulster District Council 15842

Size: 235



Chair of **Mid Ulster District Council**, Councillor Trevor Wilson and Philip Palmer from DAERA display the free recycling packs which will be delivered to every house in the district as part of the Council's new campaign to promote food waste recycling.

## Council brown bin campaign to help reduce £2m landfill bill

MORE than 50,000 homes across Mid Ulster are receiving a free recycling pack, as part of a new campaign by the local council to coincide with new rules about recycling food waste through brown bins.

The packs contain a free roll of kitchen caddy bin-liners to encourage use of the caddy for food waste.

They also contain convenient and easy-to-follow bin stickers which can be placed on your brown, blue and black bins illustrating exactly what can be disposed of in each bin.

Last year Mid Ulster District Council sent around 15,000 tonnes of biodegradable waste - including lots of food waste - to landfill at a cost of almost £2 million.

Food waste sent to landfill doesn't harmlessly break down. It has a big impact on the environment as it rots and releases methane - a harmful greenhouse gas that is 25 times more potent than carbon dioxide.

The council has now received £51,000 in

funding from DAERA's (Department of Agriculture, Environment and Rural Affairs) Environment Fund to help promote recycling in the Mid Ulster area.

Replacement kitchen caddy liners are also available at any of the council's Recycling Centres at a cost of just £1 a roll.

The chair of Mid Ulster District Council, Trevor Wilson, is endorsing the recycling campaign and is encouraging residents to participate.

"Food waste being disposed of in the wrong bins is costing the council a large sum of money each year but by making simple changes and using the brown bins correctly householders can help the council save this money. As well as this significant financial saving, the negative consequences for the environment would also be greatly reduced," he said.

New food waste regulations make it more important than ever that food waste is not placed in black bins and is properly disposed of in brown bins instead.



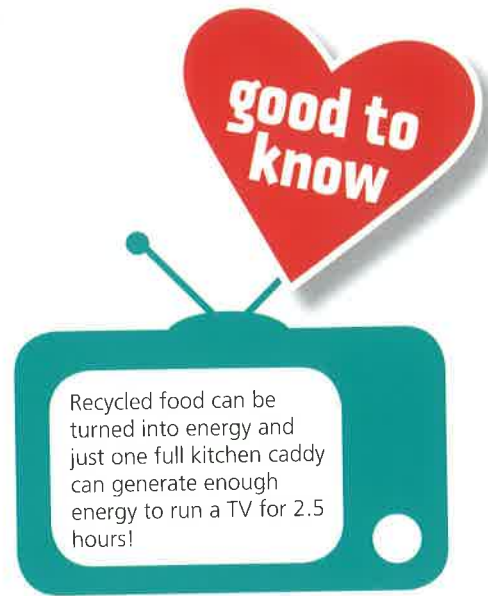
# Are you recycling to the max?

Did you know... Food waste that is sent to landfill doesn't harmlessly breakdown. It has a big impact on the environment as it rots and releases methane – a harmful greenhouse gas that is 25 times more potent than carbon dioxide.

Last year, Mid Ulster District Council sent around 15,000 tonnes of biodegradable waste (including lots of food waste) to landfill at a cost of almost £2M! A great deal of this money could have been saved if we were all using our recycling bins to the max.

New Food Waste Regulations make it more important than ever that food waste is not placed in black bins and is properly disposed of in brown bins instead.

To help make this easier for our residents, many homes in the district will already have received their free recycling pack in the post. If you have not received yours yet, don't worry, you will soon. In the pack you'll find:



**BROWN BIN STICKER:** this sticker tells you what can go into your brown bin. Please stick it on your brown bin or keep it somewhere handy for easy reference.



**BLACK BIN STICKER:** using a permanent marker, please write your house number on this sticker and stick it on your black bin. This will help both you and us to identify your bin and help us to return the correct bin to the correct house.



**BLUE BIN STICKER:** this sticker tells you what can go into your blue bin. Please stick it on your blue bin or keep it somewhere handy for easy reference.



**ROLL OF KITCHEN CADDY LINERS:** these liners which are made to fit your food waste kitchen caddy are 100% compostable. Only compostable liners can be put in your brown bin. Replacement liners are also available at any of the Council's Recycling Centres at a cost of just £1!

## No kitchen caddy or brown bin? Contact us!

Tel: 03000 132 132

Email: [recycling@midulstercouncil.org](mailto:recycling@midulstercouncil.org)



## Win a free Samsung Tablet!

Download the Council's free Bin-Ovation app to be in with a chance of winning a Samsung Galaxy Tablet! To enter simply download the app from the Apple App or Google Play store, select Mid Ulster District Council, go to the 'More' section and click on the 'Enter The Draw' option leaving your email address and contact telephone number.



The competition runs from **Monday, 3 April to Friday 28 April.** For more information go to [www.midulstercouncil.org/binovation](http://www.midulstercouncil.org/binovation)



### Easter Bin Collections

Bin collections will take place as normal on Easter Monday and Easter Tuesday. Recycling Centres will be closed Easter Monday and reopen on Easter Tuesday.

**From Monday 3rd April bin collections will begin at 7.30am so please have your bins at the kerbside before this time to ensure collection.**



**P**

<b>Report on</b>	Property Services Disposal of Assets – Fleet/Plant
<b>Reporting Officer</b>	Terry Scullion, Head of Property Services
<b>Contact Officer</b>	Paddy Conlon (Building & Assets Manager) & Sarah O'Neill (Transport Manager)

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of the disposal/sale of surplus fleet, plant and equipment from Mid Ulster District Council for the period 1 <sup>st</sup> September 2016 to 8 <sup>th</sup> April 2017.
<b>2.0</b>	<b>Background</b>
2.1	In line with fleet, plant and equipment replacement, and the removal of obsolete items at each depot these are disposed of throughout the year. Items are transferred for sale at the earliest practical opportunity to avoid the unnecessary build-up of redundant items and ensure good housekeeping at respective depots.
2.2	As previously agreed these items are disposed of within the district at zero commission or cost to Council.
<b>3.0</b>	<b>Main Report</b>
3.1	Two compliant auctions within the District are used, namely Nobles, Clogher and Mid Ulster Auctions, Castledawson. A range of vehicles, plant and other miscellaneous assets were disposed of during the period September 2016 to early April 2017.
3.2	The following is the approx. number/type of disposals in that period: <ul style="list-style-type: none"> <li>• 2 No. Dropside Tippers</li> <li>• 3 No. Panel vans</li> <li>• 3 No. Pick-ups</li> <li>• 2 No. Refuse Collection vehicles</li> <li>• 1 No. Skip lorry</li> <li>• 1 No. Mechanical Street Sweeper</li> <li>• 1 No. Tractor</li> <li>• 1 No. Beavertail vehicle</li> <li>• 1 No. Mower</li> <li>• 3 No. Trailers</li> <li>• 8 No. Rims &amp; Tyres</li> <li>• 1 No. compactor</li> </ul>



3.3	Reserved prices for all sale items were established pre-sale. They were guided by the experience of the respective auction houses and previous market prices obtained for asset disposal of similar items.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: The total amount raised from the sale of surplus assets at the various auctions during the seven month period up to the April 8<sup>th</sup> was £27,217. The amount raised during the previous five month period up to the end of August was £52,065.</p> <p>Human: Officer and Operatives time coordinating the assets for disposal.</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None.</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>None.</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the contents of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	None.

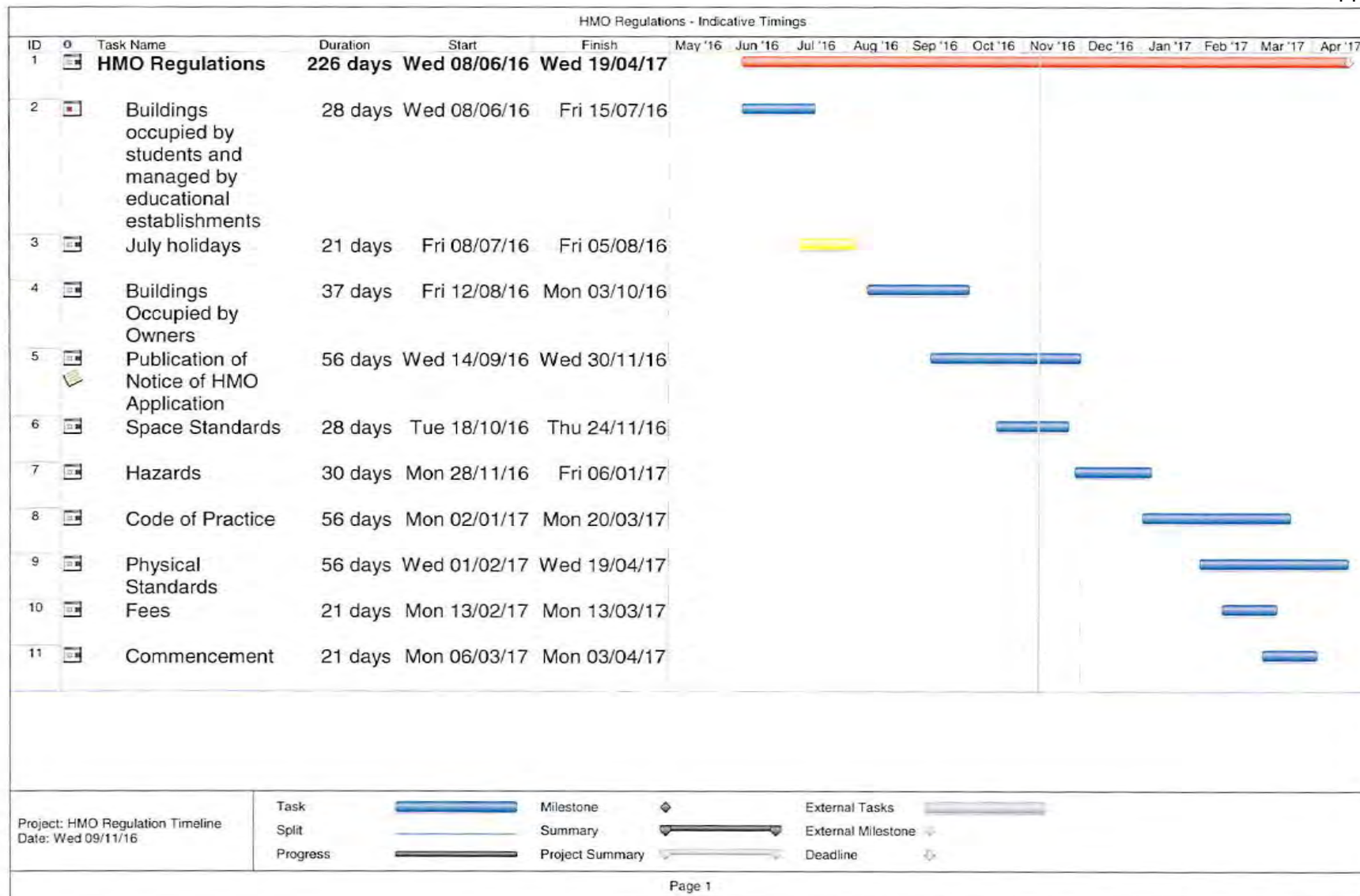
**Q**

<b>Report on</b>	Update on Houses in Multiplication (HMO) Bill and drafting of subordinate legislation.
<b>Reporting Officer</b>	Fiona McClements
<b>Contact Officer</b>	

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of current position on Houses in Multiplication (HMO) Bill and drafting of subordinate legislation.
<b>2.0</b>	<b>Background</b>
2.1	Council was previously consulted and provided comment on a draft HMO Bill. The HMO Bill received Royal assent on 12 <sup>th</sup> May 2016. It will introduce a new mandatory licensing regime requiring landlords to meet quality and safety standards before an HMO is let. The new licensing and regulation of HMOs will be a matter for local Councils. Discussions are ongoing regarding the proposed model for Service delivery of this function.
2.2	Department of Communities have been working on drafting regulations to accompany the HMO Act. These regulations will provide some more detail on the operation of the scheme and will be supported by further guidance closer to the date of commencement of the licensing scheme.
2.3	As part of the joint work in progressing with the implementation of the new regime, DfC have undertaken to seek the professional views of Council's Environmental Health Department during the drafting of these regulations.
<b>3.0</b>	<b>Main Report</b>
3.1	An indicative timetable for drafting the regulations has been provided by DfC commencing in June 16. The Gantt chart attached at Appendix 1 gives indicative timings for the drafting process. Environmental Health are providing comments to the Department as part of this ongoing process.
3.2	Consultation sections to date include the following : <ul style="list-style-type: none"> <li>a. Building Occupied by students and managed by educational establishments</li> <li>b. Buildings Occupied By owners</li> <li>c. Publication of Notice of HMO Application</li> <li>d. Living Accommodation Standards</li> <li>e. Hazards</li> <li>f. Code of Practice</li> <li>g. Physical Standards</li> <li>h. Fees</li> </ul>

	<p>i. Commencement</p> <p>Environmental Health will continue to offer comments to the Department on the remaining draft regulations still to be forwarded by DfC. It would be our understanding that once drafts are agreed the normal consultation process for regulations will then apply.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: n/a in respect of providing comments</p> <p>Human: Staff time</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>n/a</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>n/a</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members note the contents of this report and are aware that consultation requests are being received and responded to on an ongoing basis in relation to the various proposed draft sections of the legislation.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 - Gantt chart showing indicative timelines



**R**

<b>Report on</b>	Food Hygiene Rating Scheme Week of Action (20-24 <sup>th</sup> February 2017)
<b>Reporting Officer</b>	Fiona McClements
<b>Contact Officer</b>	Fiona McClements

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	The purpose of this report is to update the committee on the second Food Hygiene Rating Scheme (FHRS) Week of Action undertaken to assess compliance with the requirements of the statutory FHRS. This activity was undertaken as part of a Northern Ireland wide co-ordinated approach and occurred during the week commencing 20 <sup>th</sup> February 2016.
<b>2.0</b>	<b>Background</b>
2.1	<p>The Food Hygiene Ratings Act (Northern Ireland) 2016 came into operation on the 7<sup>th</sup> October 2016. The Act requires the display of rating stickers at food businesses. The stickers require '<i>to be readily seen and easily read</i>' by customers before they enter the establishment when it is open for business, and to be displayed at each customer entrance.</p> <p>It is an offence to not display a valid rating, to not provide a rating verbally or to provide false information.</p> <p>Fixed Penalty Notices may be served for:</p> <ul style="list-style-type: none"> <li>• Failure to display in a location and manner specified or</li> <li>• Displaying an invalid sticker.</li> </ul> <p>The Fixed Penalty fee is £200, reduced to £150 if paid within 14 days.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>An initial FHRS Week of Action was undertaken during the week commencing 28<sup>th</sup> November 2016. During that week, an advisory approach was taken. Non-compliant businesses were provided with additional stickers and advised on how to become compliant. Fixed penalty or formal action were not considered at that time as the fees and penalties legislation had not been enacted at that stage.</p> <p>The Food Hygiene Rating (Fee and Fixed Penalty Amount) Order (Northern Ireland) 2016 was enacted on the 8<sup>th</sup> December 2016, allowing non-compliance beyond the week of action to be addressed using fixed penalty notices if necessary.</p> <p>During the initial FHRS Week of Action, 431 premises were visited and 82% of these businesses were deemed to be compliant.</p>

	<p>During the second FHRS Week of Action (20-24<sup>th</sup> February 2017), only the 18% of businesses deemed to be non-compliant during the first FHRS Week of Action were revisited. This equated to 79 premises; 85% of which were deemed to be compliant during the second FHRS Week of Action. The 15% of businesses which were non-compliant during this second Week of Action were provided with valid stickers and advice on becoming compliant. Each of these businesses were also issued with a written warning. The premises issued with written warnings were subsequently revisited within 14 days and all were found to be compliant.</p> <p>The use of fixed penalty notices will be considered as an appropriate course of action if future incidences of non-compliance are observed.</p>
--	---

<b>4.0</b>	<b>Other Considerations</b>
------------	-----------------------------

<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: N/A</p> <p>Human: Officer time</p>
------------	--

<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>N/A</p>
------------	--

<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>N/A</p>
------------	--

<b>5.0</b>	<b>Recommendation(s)</b>
------------	--------------------------

5.1	It is recommended that members note the content of this report for information.
-----	---

<b>6.0</b>	<b>Documents Attached &amp; References</b>
------------	--

	N/A
--	-----



**S**

<b>Report on</b>	Radon In Homes In Northern Ireland: 2016 Data Report
<b>Reporting Officer</b>	Fiona McClements
<b>Contact Officer</b>	

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	This recently published document 'Radon In Homes In Northern Ireland: 2016' provides a summary of just over 24,000 radon measurements made in homes in Northern Ireland between 1983 and 2015. It updates the previous data review published in 2009 and complements the radon atlas of Northern Ireland which was published in 2015. The purpose of this report is to provide elected members with information on radon measurements in the Mid Ulster area.
<b>2.0</b>	<b>Background</b>
2.1	<p>Radon is a colourless, odourless radioactive gas. It is formed by the radioactive decay of the small amounts of uranium that occur naturally in all rocks and soils. Radioactive elements decay and emit radiation. Any exposure to this type of radiation is a risk to health - radiation is a form of energy and can cause damage in living tissues increasing the risk of cancer. The amount of radon is measured in becquerels per cubic metre of air (Bq m<sup>-3</sup>). The average level in UK homes is 20 Bq m<sup>-3</sup>. For levels below 100 Bq m<sup>-3</sup>, your individual risk remains relatively low and not a cause for concern. However, the risk increases as the radon level increases.</p> <p>Where high levels are found, a Radon Action Level (200 Bq m<sup>-3</sup>) is used to advise householders on the need to take remedial action in the home. Further information about the sources and properties of radon, its health effects and the UK control strategy, are available on the dedicated Public Health England (PHE) radon website at <a href="http://www.ukradon.org">www.ukradon.org</a>.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	The 'Radon In Homes In Northern Ireland' report summarises and presents the data that PHE holds from just over 24,000 radon measurements conducted in homes in Northern Ireland in the period between 1983 and 2015. Results are presented in tabular format to illustrate the range and distribution of radon levels in local Government administrative areas down to electoral ward. Results are also presented using the postcode system down to sector level and by NHS Health and Social Care Trust. To preserve confidentiality, results are not reported when there are fewer than five measurements in the grouping.

	<p>Radon measurements are normally made with two passive detectors in each home - one in the main living area and the other in a regularly used bedroom. This reflects the parts of the home that are most occupied. The detectors are left in place for three months and the individual results combined. In some homes multiple measurements have been recorded, for example when radon remedial works are undertaken.</p> <p>As can be seen from the attached table 2 in the data Report, Mid Ulster has had 1,400 measurements undertaken of which 40 results have been above the Radon Action Level. The Geometric average of those tests undertaken has been 38 Bq/m<sup>3</sup>.</p> <p>Householders in the District who are concerned about Radon levels in their homes can examine whether they fall within a radon affected area by examining the attached map or logging onto <a href="http://www.ukradon.org">www.ukradon.org</a> to see whether their home falls within a radon affected area. The website also provides further advice and guidance.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: N/A</p> <p>Human: N/A</p>
<b>4.2</b>	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>N/A</p>
<b>4.3</b>	<p><b><u>Risk Management Implications</u></b></p> <p>N/A</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Radon In Homes In Northern Ireland: 2016 Data Report
6.2	Radon in Northern Ireland: Indicative Atlas.



Public Health  
England

Protecting and improving the nation's health

# **Radon in Homes in Northern Ireland: 2016 Data Report**

# About Public Health England

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. We do this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. We are an executive agency of the Department of Health, and are a distinct delivery organisation with operational autonomy to advise and support government, local authorities and the NHS in a professionally independent manner.

Public Health England  
133–155 Waterloo Road  
Wellington House  
London SE1 8UG  
T: 020 7654 8000

[www.gov.uk/phe](http://www.gov.uk/phe)

Twitter: [@PHE\\_uk](https://twitter.com/PHE_uk)

Facebook: [www.facebook.com/PublicHealthEngland](https://www.facebook.com/PublicHealthEngland)

---

© Crown copyright 2017

You may re-use this information (excluding logos) free of charge in any format or medium, under the terms of the Open Government Licence v3.0. To view this licence, visit [OGL](https://www.nationalarchives.gov.uk/ogl/) or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk). Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

Any enquiries regarding this publication should be sent to:

Centre for Radiation, Chemical and Environmental Hazards  
Public Health England  
Chilton, Didcot, Oxfordshire OX11 0RQ  
E: [publications@phe.gov.uk](mailto:publications@phe.gov.uk)

Published: March 2017

PHE publications gateway number: 2016485

---

# Radon in Homes in Northern Ireland: 2016 Data Report

Miller C A, Rees D M

## Abstract

---

This report provides a summary of just over 24,000 radon measurements made in homes in Northern Ireland between 1983 and 2015. It updates the previous data review published in 2009 and complements the radon atlas of Northern Ireland which was published in 2015. Results are displayed in summary tables for a range of administrative areas, postcodes and NHS bodies and are accompanied by a short descriptive text.

---

## Contents

---

Abstract	i
1 Introduction	1
2 Measurements	1
3 Results	2
4 Conclusions	3
5 Acknowledgements	3
6 References	3
7 Glossary of terms	4
8 Tabular data	4

## 1 Introduction

---

Radon is a naturally occurring radioactive gas that is present in all homes and is the major source of ionising radiation exposure to the UK population. Where high levels are found, a radon Action Level (200 Bq m<sup>-3</sup>) is used to advise householders on the need to take remedial action in the home. For further information about the sources and properties of radon, its health effects and the UK control strategy, please consult either the general Public Health England (PHE) website [www.gov.uk/government/organisations/public-health-england](http://www.gov.uk/government/organisations/public-health-england) or the dedicated PHE radon website at [www.ukradon.org](http://www.ukradon.org).

This report summarises and presents the data that PHE holds from just over 24,000 radon measurements conducted in homes in Northern Ireland in the period between 1983 and 2015. Results are presented in tabular format to illustrate the range and distribution of radon levels in local Government administrative areas down to electoral ward. Results are also presented using the postcode system down to sector level and by NHS Health and Social Care Trust. To preserve confidentiality, results are not reported when there are fewer than five measurements in the grouping.

This report complements the indicative atlas of Northern Ireland (Daraktchieva et al, 2015) which shows the radon potential in map format and it updates and replaces the data tables contained within the previous result summary (Green et al, 2009).

## 2 Measurements

---

Radon measurements are normally made with two passive integrating detectors in each home - one in the main living area and the other in a regularly used bedroom. This reflects the parts of the home that are most occupied. The detectors are left in place for three months and the individual results combined by applying both occupancy ratios to reflect typical occupancy patterns and seasonal correction factors to reflect typical seasonal variations in radon levels (Miles and Howarth, 2008) thereby giving an estimate of the annual average for exposure from radon in the individual home. In some homes multiple measurements have been recorded, for example when radon remedial works are undertaken. Throughout this report only the earliest valid measurement for an address is used. The results rely on the householder placing the detectors in accordance with our instructions.

The measurement results contained within this report have been collected from various measurement programmes conducted by PHE (and previously HPA and NRPB) from 1983 through to 2015. These surveys were undertaken with the aim of finding homes with high radon levels within the radon Affected Areas identified through the publication of radon maps (NRPB, (1993), NRPB (1999a), NRPB (1999b), Green et al (2009), Daraktchieva et al (2015)). These surveys were not designed to be statistically representative of large areas. To date only one fully representative UK survey has been undertaken. That national survey (Wrixon et al, 1988) was designed to obtain a population weighted sample of results throughout the UK. The results from that survey remain the best estimate of the average domestic radon exposure for Northern Ireland.



Within previously published reports, result summaries were prepared alongside radon maps and due to positional uncertainties a small number of results were excluded from the mapping and the associated data. That constraint is not present in this report and therefore allows a more comprehensive summary of the results than in previous publications. Due to data cleaning some results that have appeared in previous reports are no longer contained within this report as information now available indicates that the measurement is invalid.

### 3 Results

---

Tables 1 to 6 show the number and distribution of radon measurements in homes grouped by three different boundary systems relating to local authorities, postcodes and NHS bodies.

The tables show

- The total number of homes in the area
- How many homes in the area have PHE radon measurements
- The arithmetic and geometric average of the measured radon levels in the area
- The highest individual measurement in the area
- The number of homes measured at or above the Action Level in the area

The data is available in digital format for download on the gov.uk website.

#### Table of Contents

Table 1 - Results in each home nation

Table 2 - Results in Northern Ireland by local authority

Table 3 - Results in Northern Ireland by electoral ward

Table 4 - Results in Northern Ireland by postcode district

Table 5 - Results in Northern Ireland by postcode sector

Table 6 - Results in Northern Ireland by NHS health and social care trust

#### General notes

- In tables 1 - 6 the estimates of the number of addresses are derived from the Royal Mail<sup>®</sup> Postal Address File (PAF<sup>®</sup>). PAF also provides administrative and health authority information for each delivery point in Great Britain and Northern Ireland
- To avoid undue precision, all numbers other than averages have been rounded to two or three significant figures
- For tables 3, 4 and 5 only, where there are fewer than 5 results for a particular grouping the data are not presented. For this reason, the sum of the sub-totals for a set of constituent areas may be slightly less than the total for the aggregate data
- Royal Mail<sup>®</sup> postcodes have four parts and read from left to right, representing progressively smaller groups of addresses
- Postcodes have two elements (of two parts each) separated by a space

- The largest part (both in terms of geographical area and addresses) is the postcode area
- Postcode districts consist of the postcode area and the numbers that make up the first element of the full postcode. The postcode district of BT4 3TT would be BT4
- Postcode sectors consist of the postcode district together with the numerical part of the second element. The postcode sector of BT4 3TT would be BT4 3
- Neither postcode districts nor sectors are aligned to administrative boundaries. A single postcode district or sector may cover two or more local authorities or electoral wards
- There are over 100 postcode areas in the United Kingdom, however all Northern Ireland addresses are within the BT (for Belfast) post town

## 4 Conclusions

---

This report presents summary results of the distribution of measured radon levels in homes in Northern Ireland, grouped by various geographical areas. It complements the full radon probability dataset described elsewhere (Daraktchieva et al, 2015).

While the data in this report give the distribution of measured radon levels in different areas the results are biased towards measurements in targeted areas with higher radon probability. The probability of any address exceeding the Action Level is best assessed using the full radon probability dataset, accessible through [www.ukradon.org](http://www.ukradon.org). The actual level of radon at any specific address can only be determined through an appropriate radon measurement.

## 5 Acknowledgements

---

We wish to thank present and past members of the radon team at PHE and previously HPA and NRPB for all their efforts.

The data reported were collected during many surveys carried out on behalf of the government, local councils, landlords and individual householders.

## 6 References

---

Daraktchieva Z, Appleton JD, Rees DM, Adlam KAM, Myers AH, Hodgson SA, McColl NP, Wasson GR, Peake LJ (2015). Radon in Northern Ireland: Indicative Atlas. Chilton, PHE-CRCE-017.

Green BMR, Larmour R, Miles JCH, Rees DM, Ledgerwood FK (2009). Radon in Dwellings in Northern Ireland. Chilton, HPA-RPD-061.

Miles JCH and Howarth CB (2008). Validation scheme for organisations making measurements of radon in dwellings: 2008 revision. Chilton, HPA-RPD-047.

NRPB (1993). Radon affected areas: Northern Ireland. *Doc NRPB*, **4**, (6), 9-15.

NRPB (1999a). Radon Affected Areas: Northern Ireland - 1999 review. *Doc NRPB* **10**, (4).

NRPB (1999b). Radon in dwellings in Northern Ireland: Atlas and 1999 review. NRPB-R308

Wrixon, AD, Green BMR, Lomas PR, Miles JCH, Cliff KD, Francis EA, Driscoll CMH, James AC and O'Riordan MC, 1988. Natural radiation exposure in UK dwellings. Chilton, NRPB-R190 (London, HMSO).

## 7 Glossary of terms

---

**Averages.** Within this report numerical data are presented in two ways: arithmetic average and geometric average. The arithmetic average is derived from summing the results by grouped unit then dividing by the number of results. The geometric average is the  $n$ th root of the product of  $n$  results.

**Becquerel.** Symbol Bq. The SI unit of radioactivity and measures the activity of a radionuclide transformation or decay. An activity of 1 becquerel denotes an activity of 1 nuclear transformation or decay per second.

**Becquerel per cubic metre of air.** Symbol Bq m<sup>-3</sup>. A quantity indicating the amount of radionuclide transformation in each cubic metre of air per second. Often referred to as the activity concentration.

**Population-weighted average.** The value obtained for the analysis of a sample selected in which each member of the population has an equal chance of inclusion in the sample. In the specific case of the UK National Radon Survey (Wrixon et al 1988), the population was every domestic address in the UK and a systematic sample was taken, ie every  $N$ th address, from all domestic addresses listed in postcode order.

**Radon Action Level.** The activity concentration of radon in UK homes above which reduction is advised. Its value, expressed as the annual average radon gas concentration in the home, is 200 Bq m<sup>-3</sup>.

**Radon Affected Areas.** Parts of the country with a 1% or greater probability of present or future homes being at or above the Action Level.

## 8 Tabular data

**Table 1 Summary data by home nation for the United Kingdom**

Nation	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Population Weighted Average	
England	23,500,000	525,000	105	55	21	64,900
Northern Ireland	790,000	24,400	70	46	19	1,300
Scotland	2,570,000	27,900	58	28	16	1,400
Wales	1,400,000	18,400	90	51	20	1,900
UK Total	28,260,000	595,700	101	53	20	69,500

**Table 2 Summary data by local authority**

Local Authority Name	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
Antrim and Newtownabbey	60,000	200	25	18	360	1
Armagh, Banbridge and Craigavon	84,200	1,000	44	33	380	18
Belfast	157,000	54	23	19	73	0
Causeway Coast and Glens	64,600	710	38	27	400	8
Derry and Strabane	60,800	5,000	80	51	4,900	340
Fermanagh and Omagh	49,000	2,300	60	37	3,900	110
Lisburn and Castlereagh	59,800	440	46	34	1,300	3
Mid and East Antrim	59,900	300	24	18	220	2
Mid Ulster	53,800	1,400	57	38	2,000	40
Newry, Mourne and Down	70,300	12,000	78	53	2,500	750
North Down and Ards	71,900	1,000	43	33	460	7

Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
<b>Antrim and Newtownabbey</b>						
Aldergrove	1,600	25	23	19	54	0
Antrim Centre	2,000	8	21	20	29	0
Ballyclare West	1,500	5	21	18	28	0
Ballynure	1,400	7	27	22	57	0
Clady	1,300	11	20	17	53	0
Cranfield	1,200	7	13	11	25	0
Doagh	1,400	13	33	30	59	0
Jordanstown	1,200	8	28	15	130	0
Mallusk	2,300	5	20	16	48	0
Mossley	1,600	8	26	18	66	0
Parkgate	1,200	21	34	24	150	0
Randalstown	1,600	6	11	10	16	0
Shilvodan	1,300	14	17	15	39	0
Templepatrick	1,400	9	66	33	360	1
Toome	1,300	17	28	24	72	0
<b>Armagh, Banbridge and Craigavon</b>						
Aghagallon	1,600	13	27	21	71	0
Ballybay	2,300	8	19	17	30	0
Banbridge East	1,600	25	35	29	100	0
Banbridge North	1,800	7	43	35	81	0
Banbridge South	2,200	5	30	28	53	0
Blackwatertown	1,900	68	49	38	220	1
Bleary	1,700	11	31	28	53	0
Brownlow	2,500	5	13	12	23	0
Cathedral	2,000	17	75	58	290	1
Corcrain	2,200	5	19	15	38	0
Demesne	2,200	5	26	24	37	0
Derrytrasna	1,700	12	44	34	190	0
Donaghcloney	1,700	14	35	32	69	0
Dromore	1,900	12	30	26	73	0
Gilford	2,000	14	55	32	330	1
Gransha	1,800	74	45	33	210	2
Hamiltonsbawn	1,800	26	43	32	170	0
Keady	2,200	56	30	24	99	0
Loughbrickland	2,000	80	51	37	380	3
Loughgall	2,000	45	39	29	130	0
Mahon	2,100	7	25	19	62	0
Markethill	2,100	32	47	35	180	0
Navan	1,800	100	61	45	250	5
Quilly	1,800	32	41	30	190	0
Rathfriland	2,000	190	41	33	230	2
Richhill	1,900	20	51	41	180	0
Seagahan	1,900	59	46	33	200	1

Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
Tandragee	2,100	6	20	14	63	0
The Birches	2,100	41	33	27	190	0
The Mall	2,500	32	57	38	230	2
Waringstown	2,100	5	28	26	47	0
<b>Belfast</b>						
Central	6,100	5	41	38	67	0
Legoniel	2,600	5	16	15	23	0
<b>Causeway Coast and Glens</b>						
Aghadowey	1,300	27	22	18	60	0
Altahullion	1,200	28	39	30	110	0
Ballykelly	1,200	36	33	24	130	0
Ballymoney North	1,600	8	31	30	46	0
Ballymoney South	1,300	8	21	17	47	0
Castlerock	1,800	11	28	24	77	0
Clogh Mills	1,400	16	20	17	47	0
Dervock	1,500	11	21	17	49	0
Drumsum	1,400	7	22	19	51	0
Dundooan	1,700	12	32	26	79	0
Dungiven	1,200	25	34	27	93	0
Dunloy	1,200	20	20	18	59	0
Feeny	1,300	84	68	50	310	4
Garvagh	1,400	17	22	19	46	0
Giant's Causeway	2,000	20	31	22	120	0
Greysteel	1,900	57	75	53	400	3
Kilrea	1,400	18	24	21	48	0
Kinbane	1,700	29	45	27	250	1
Loughguile and Stranocum	1,400	20	22	16	74	0
Lurigethan	1,400	36	40	28	170	0
Macosquin	1,300	24	28	25	74	0
Magilligan	1,300	50	31	23	190	0
Portrush and Dunluce	2,700	9	18	14	64	0
Portstewart	2,500	5	25	23	38	0
Rasharkin	1,400	16	17	14	36	0
Route	1,400	5	28	26	54	0
Torr Head and Rathlin	1,600	85	38	30	140	0
<b>Derry and Strabane</b>						
Artigarvan	1,400	450	83	62	710	30
Ballycolman	1,400	58	26	22	94	0
Ballymagroarty	1,500	7	28	22	52	0
Brandywell	1,600	5	77	51	220	1
Carn Hill	1,300	8	33	24	90	0

Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
Castleberg	1,600	260	75	54	1,400	14
Caw	1,900	27	70	54	290	2
City Walls	2,100	6	38	32	57	0
Claudy	1,300	300	84	57	840	26
Clondermot	1,400	140	67	48	780	4
Creggan	1,400	5	38	26	59	0
Creggan South	1,500	5	97	74	220	1
Culmore	1,400	50	55	46	160	0
Drumahoe	1,700	290	72	46	1,100	12
Dunnamanagh	1,400	550	135	78	1,500	94
Ebrington	2,000	15	44	32	120	0
Eglinton	1,500	200	54	43	220	5
Enagh	1,600	95	82	50	1,300	4
Finn	1,600	120	89	66	730	10
Foyle Springs	1,200	9	32	30	49	0
Galliagh	1,600	19	28	22	84	0
Glenderg	1,300	270	81	54	1,600	18
Glenelly Valley	1,300	140	77	45	960	9
Kilfennan	1,600	30	44	33	170	0
Lisnagelvin	1,600	36	32	25	140	0
Madam's Bank	1,300	9	32	27	67	0
New Buildings	1,500	250	61	43	610	9
Newtownstewart	1,400	230	72	50	620	13
Northland	2,300	10	32	28	73	0
Park	1,200	270	95	60	2,200	23
Shantallow	1,500	6	32	24	73	0
Shantallow East	1,500	14	48	40	120	0
Sheriff's Mountain	1,300	32	81	50	490	4
Sion Mills	1,600	250	67	44	1,300	9
Skeoge	1,600	7	68	55	170	0
Slievekirk	1,300	330	95	57	4,900	29
Springtown	1,200	5	40	35	66	0
Strabane North	1,800	280	76	54	710	19
Strabane West	1,400	200	34	26	180	0
Victoria	1,900	17	61	40	220	1
<b>Fermanagh and Omagh</b>						
Ballinamallard	1,200	23	34	29	100	0
Belcoo and Garrison	1,200	160	90	31	3,900	9
Belleek and Boa	1,500	150	61	40	500	7
Beragh	1,100	99	56	42	290	1
Boho, Cleenish and Letterbreen	1,300	88	59	31	1,200	3
Brookeborough	990	44	43	31	140	0
Camowen	1,300	17	46	36	180	0

Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
Castlecoole	1,400	19	43	35	110	0
Coolnagard	1,300	8	35	34	52	0
Dergmoney	1,400	7	43	26	180	0
Derrygonnelly	1,200	83	88	48	660	12
Derrylin	1,200	94	35	25	260	1
Donagh	1,000	55	58	31	830	2
Dromore	1,100	18	34	28	110	0
Drumnakilly	1,100	96	68	49	380	8
Drumquin	1,100	77	42	29	290	3
Ederney and Kesh	1,400	64	83	49	610	5
Erne	1,400	16	24	19	86	0
Fairy Water	1,000	89	53	42	190	0
Fintona	1,100	27	36	26	160	0
Florence Court and Kinawley	1,200	100	43	28	470	4
Gortin	1,200	120	68	51	600	6
Gortrush	1,400	9	21	19	39	0
Irvinestown	1,500	27	39	29	190	0
Killiclogher	1,300	12	41	34	97	0
Lisbellaw	1,200	29	46	34	290	1
Lisnarrick	1,400	40	50	39	180	0
Lisnaskea	1,400	17	51	37	230	1
Maguiresbridge	1,400	52	32	26	160	0
Newtownbutler	1,200	97	56	34	540	5
Newtownsaville	1,000	95	73	47	440	6
Owenkillew	960	120	77	50	490	12
Portora	1,700	20	43	32	190	0
Rosslea	970	60	45	34	200	1
Rossorry	1,100	17	49	35	260	1
Sixmilecross	990	150	78	54	660	13
Strule	1,500	8	41	40	56	0
Tempo	1,200	39	38	26	210	1
Termon	880	70	76	45	750	3
Trillick	1,000	32	35	27	110	0
<b>Lisburn and Castlereagh</b>						
Ballinderry	1,400	16	30	23	100	0
Ballymacbrennan	1,100	110	54	45	290	1
Carryduff East	1,400	93	58	38	1,300	1
Carryduff West	1,400	29	48	43	130	0
Dromara	1,300	43	43	35	150	0
Drumbo	1,200	22	51	42	150	0
Glenavy	1,400	14	24	20	64	0
Hillsborough	1,500	17	38	30	97	0
Lagan	1,300	11	27	18	140	0
Maze	1,200	7	30	26	55	0



Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
Moira	1,500	5	34	26	76	0
Moneyreagh	1,100	9	38	30	90	0
Ravernet	1,200	17	36	32	60	0
Stonyford	1,100	8	25	20	56	0
<b>Mid and East Antrim</b>						
Ahoghill	1,500	5	29	28	35	0
Ardeevin	1,500	10	18	17	28	0
Ballycarry and Glynn	1,500	13	30	22	130	0
Broughshane	1,600	5	24	22	31	0
Cairncastle	1,400	10	31	23	91	0
Carmlough and Glenarm	1,500	35	25	16	220	1
Galgorm	1,300	7	20	18	36	0
Glenravel	1,300	17	21	18	37	0
Glenwhirry	1,200	21	21	16	88	0
Grange	1,300	13	28	19	130	0
Islandmagee	1,400	13	27	25	48	0
Kells	1,400	6	24	22	36	0
Kilwaughter	1,700	22	30	18	220	1
Kirkinriola	1,200	9	24	23	35	0
Maine	1,100	15	24	20	57	0
Portglenone	1,300	8	25	23	48	0
Slemish	1,200	35	20	17	41	0
Woodburn	1,400	11	15	12	25	0
<b>Mid Ulster</b>						
Ardboe	1,200	24	92	29	1,500	1
Augher and Clogher	1,300	89	62	47	300	2
Aughnacloy	1,300	74	49	35	290	2
Ballygawley	1,300	50	55	35	440	2
Ballymaguigan	1,300	12	34	27	71	0
Ballysaggart	1,900	8	40	38	66	0
Bellaghy	1,200	13	27	21	99	0
Caledon	1,300	110	65	48	330	5
Castlecaulfield	1,200	28	62	44	230	1
Castledawson	1,500	6	30	22	88	0
Coagh	1,200	7	27	24	45	0
Coalisland North	1,400	13	53	38	150	0
Coalisland South	1,700	5	28	23	58	0
Cookstown East	1,500	20	55	44	170	0
Cookstown South	1,400	19	43	34	160	0
Cookstown West	1,500	30	36	32	100	0
Coolshinny	1,200	35	37	28	170	0
Donaghmore	1,300	45	47	36	190	0

Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Total	Measured	Arithmetic Average	Geometric Average	Highest	
Draperstown	1,200	34	91	32	2,000	1
Fivemiletown	1,300	56	49	32	300	1
Killyman	1,300	13	55	37	170	0
Killymeal	1,700	14	47	35	180	0
Lissan	1,300	48	65	44	390	2
Loughry	1,200	31	86	56	430	4
Lower Glenshane	950	46	32	21	280	1
Maghera	1,500	11	23	18	47	0
Moy	1,400	26	51	35	250	2
Moygashel	1,500	9	49	46	80	0
Mullaghmore	1,500	8	45	36	90	0
Oaklands	1,100	150	64	48	970	3
Pomeroy	1,400	180	79	46	960	12
Stewartstown	1,100	36	46	35	130	0
Swatragh	1,100	17	27	24	63	0
Tamlaght O'crilly	1,300	8	22	20	40	0
The Loup	1,400	12	28	24	65	0
Tobermore	1,300	35	40	29	320	1
Valley	1,200	10	31	23	73	0
Washing Bay	1,200	23	33	28	77	0
<b>Newry, Mourne and Down</b>						
Abbey	1,800	260	66	46	720	11
Annalong	1,700	600	126	90	1,300	94
Ballybot	2,400	300	48	38	440	5
Ballydugan	1,500	190	46	34	330	3
Ballynahinch	2,100	250	45	37	300	2
Ballyward	1,500	130	58	40	920	4
Bessbrook	2,000	230	56	45	300	4
Binnian	1,600	460	139	102	1,100	86
Burren	1,400	390	90	67	2,500	26
Camlough	1,400	180	76	53	860	8
Castlewellan	1,700	41	36	27	140	0
Cathedral	1,900	180	51	35	460	4
Crossgar and Killyleagh	1,900	250	60	46	470	6
Crossmaglen	1,500	43	47	35	250	1
Damolly	1,700	240	53	41	630	3
Derryboy	1,600	250	51	40	320	2
Derryleckagh	1,500	350	99	67	1,900	38
Donard	2,000	400	41	30	370	3
Drumalane	1,900	330	67	50	910	11
Drumaness	1,500	150	49	38	300	2
Dundrum	1,900	270	47	33	320	7
Fathom	1,500	340	118	75	1,900	43
Forkhill	1,400	360	106	72	1,100	35

Table 3 Summary data by electoral ward (minimum 5 results)

Electoral Ward	Homes		Results Bq m <sup>-3</sup>			
	Total	Measured	Arithmetic Average	Geometric Average	Highest	At or above Action Level
Hilltown	1,700	250	69	47	610	9
Kilkeel	1,700	490	91	68	940	38
Kilmore	1,400	230	52	43	180	0
Knocknashinna	1,800	320	78	54	580	22
Lecale	1,800	390	80	51	1,300	26
Lisnacree	1,800	470	95	71	760	37
Mayobridge	1,600	210	54	42	540	4
Mullaghbane	1,600	170	85	58	800	14
Murlough	2,000	350	40	30	370	4
Newtownhamilton	1,500	62	40	33	150	0
Quoile	1,500	310	58	41	390	8
Rostrevor	2,000	620	105	79	2,000	63
Saintfield	1,700	220	50	42	160	0
St. Patrick's	1,900	300	81	59	860	22
Strangford	1,700	460	108	65	1,600	57
Tollymore	1,600	280	51	38	340	5
Warrenpoint	2,100	480	85	64	1,600	29
Whitecross	1,400	210	73	54	450	11
<b>North Down and Ards</b>						
Ballygowan	1,600	170	56	46	210	2
Ballymagee	1,400	5	28	26	40	0
Ballywalter	2,100	23	23	20	49	0
Carrowdore	1,800	19	32	27	81	0
Comber South	1,600	65	49	43	180	0
Comber West	1,700	5	40	34	65	0
Cronstown	1,600	5	25	24	41	0
Cultra	1,600	5	50	45	92	0
Donaghadee	1,900	7	53	33	220	1
Glen	1,700	5	38	32	67	0
Hollywood	2,000	7	33	28	66	0
Killinchy	1,500	220	47	37	180	0
Kircubbin	1,900	57	32	26	120	0
Loughries	1,600	31	41	29	180	0
Movilla	1,700	6	23	22	35	0
Portaferry	1,600	280	41	29	460	4
Portavogie	1,700	29	29	25	71	0
Warren	2,000	21	40	31	140	0

Table 4 Summary data by postcode district (minimum 5 results)

Postcode District	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Totals	Measured	Arithmetic Average	Geometric Average	Highest	
BT5	19,100	7	29	26	59	0
BT7	9,500	5	31	28	54	0
BT8	12,300	110	54	35	1,300	1
BT14	14,700	7	14	13	23	0
BT15	12,900	5	16	16	22	0
BT17	13,400	11	21	15	74	0
BT18	6,500	15	37	30	92	0
BT19	16,400	19	30	23	93	0
BT20	12,600	10	19	13	46	0
BT21	3,800	31	46	32	220	1
BT22	9,900	420	37	28	460	4
BT23	23,900	540	50	40	210	2
BT24	7,400	880	49	41	300	3
BT25	6,200	140	42	32	250	1
BT26	3,800	79	46	36	180	0
BT27	9,800	97	50	40	290	1
BT28	18,200	39	28	20	230	1
BT29	5,300	40	23	20	64	0
BT30	14,500	2,500	71	46	1,600	130
BT31	3,400	190	51	34	920	6
BT32	10,500	110	38	29	260	1
BT33	5,400	1,000	43	32	370	16
BT34	23,900	5,300	93	66	2,500	460
BT35	17,800	2,400	77	53	1,900	130
BT36	20,100	24	21	16	66	0
BT37	11,900	16	25	15	130	0
BT38	18,300	34	20	17	62	0
BT39	10,300	67	29	20	360	1
BT40	12,200	54	30	21	220	1
BT41	17,300	89	22	18	130	0
BT42	15,100	86	26	21	150	0
BT43	9,500	44	23	20	80	0
BT44	10,000	170	27	19	220	1
BT45	13,400	190	45	26	2,000	3
BT46	3,900	53	28	22	120	0
BT47	24,600	2,100	74	49	4,900	110
BT48	24,200	200	51	37	490	6
BT49	9,600	110	32	24	190	0
BT51	11,000	100	25	21	77	0
BT52	7,900	9	21	19	33	0
BT53	10,700	92	24	19	95	0
BT54	3,900	74	43	31	250	1
BT55	5,200	6	28	26	48	0
BT56	4,600	11	13	11	35	0
BT57	2,800	25	34	25	120	0
BT60	12,600	310	48	35	250	7

Table 4 Summary data by postcode district (minimum 5 results)

Postcode District	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Totals	Measured	Arithmetic Average	Geometric Average	Highest	
BT61	6,600	100	57	42	290	3
BT62	13,800	93	30	24	190	0
BT63	8,500	29	42	30	330	1
BT65	3,400	5	13	12	23	0
BT66	13,900	27	36	29	190	0
BT67	9,700	31	36	24	160	0
BT68	400	65	77	60	330	4
BT69	1,000	65	54	37	290	3
BT70	8,100	410	73	45	960	23
BT71	15,300	210	49	32	1,500	3
BT74	7,800	170	47	31	710	4
BT75	1,600	55	41	29	160	0
BT76	770	35	54	35	300	1
BT77	520	19	55	41	140	0
BT78	12,300	540	52	38	430	12
BT79	10,500	750	67	46	960	40
BT80	9,300	360	61	45	970	11
BT81	3,300	620	81	56	1,600	42
BT82	10,900	2,000	90	55	1,500	180
BT92	7,700	440	47	31	830	14
BT93	5,100	440	82	39	3,900	33
BT94	6,800	210	38	29	290	2

**Table 5 Summary data by postcode sector (minimum 5 results)**

Postcode Sector	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Totals	Measured	Arithmetic Average	Geometric Average	Highest	
BT8 8	3,900	98	55	36	1,300	1
BT14 8	4,300	7	14	13	23	0
BT17 0	9,300	5	10	8	16	0
BT17 9	4,100	6	30	25	74	0
BT18 0	2,400	8	46	40	92	0
BT18 9	4,200	7	26	22	59	0
BT19 1	6,400	6	32	20	93	0
BT19 6	5,200	5	26	24	40	0
BT19 7	4,800	8	30	25	58	0
BT21 0	3,800	31	46	32	220	1
BT22 1	4,900	360	39	28	460	4
BT22 2	5,000	64	30	24	170	0
BT23 4	6,300	9	27	20	56	0
BT23 5	5,800	140	58	49	210	2
BT23 6	3,200	360	48	39	180	0
BT23 7	4,000	10	41	34	92	0
BT23 8	4,700	20	35	30	90	0
BT24 7	2,300	310	51	43	170	0
BT24 8	5,100	570	48	40	300	3
BT25 1	4,100	68	44	34	190	0
BT25 2	2,100	67	39	30	250	1
BT26 6	3,800	79	46	36	180	0
BT27 5	4,600	26	49	40	150	0
BT27 6	640	68	51	42	290	1
BT28 2	7,000	27	31	22	230	1
BT28 3	6,700	8	22	16	56	0
BT29 4	5,300	40	23	20	64	0
BT30 6	4,700	720	68	46	580	38
BT30 7	3,200	740	91	55	1,600	66
BT30 8	2,300	370	64	41	950	16
BT30 9	4,300	640	53	41	470	10
BT31 9	3,400	190	51	34	920	6
BT32 3	5,400	30	35	26	150	0
BT32 4	3,700	32	36	29	100	0
BT32 5	1,300	49	40	30	260	1
BT33 0	5,400	1,000	43	32	370	16
BT34 1	3,300	520	70	51	860	26
BT34 2	4,500	750	78	55	720	53
BT34 3	5,700	1,600	95	71	2,500	120
BT34 4	6,500	1,900	114	83	1,300	250
BT34 5	3,800	540	58	41	610	14
BT35 0	1,500	54	40	32	120	0
BT35 6	3,500	510	54	41	450	13
BT35 7	3,400	390	65	48	860	11

Table 5 Summary data by postcode sector (minimum 5 results)

Postcode Sector	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Totals	Measured	Arithmetic Average	Geometric Average	Highest	
BT35 8	5,500	1,000	91	60	1,900	78
BT35 9	4,000	400	86	60	1,000	32
BT36 4	2,000	6	28	21	66	0
BT36 5	5,500	12	20	16	42	0
BT36 6	6,600	5	14	11	27	0
BT37 0	6,900	12	26	15	130	0
BT38 8	8,400	12	19	17	30	0
BT38 9	4,500	18	19	17	43	0
BT39 0	3,400	27	40	24	360	1
BT39 9	6,900	40	22	18	65	0
BT40 1	4,200	5	24	18	45	0
BT40 2	5,200	21	34	19	220	1
BT40 3	2,900	28	28	23	130	0
BT41 2	4,300	21	18	17	39	0
BT41 3	4,200	43	25	19	130	0
BT41 4	4,000	21	23	20	54	0
BT42 1	4,600	17	28	23	57	0
BT42 2	3,900	20	18	17	36	0
BT42 3	3,100	23	34	24	150	0
BT42 4	3,500	26	22	19	41	0
BT43 5	2,600	7	31	23	80	0
BT43 6	3,800	17	23	20	47	0
BT43 7	3,100	20	20	18	38	0
BT44 0	3,500	110	31	21	220	1
BT44 8	3,400	24	21	18	55	0
BT44 9	3,100	38	20	17	59	0
BT45 5	3,000	42	42	32	320	1
BT45 6	3,000	16	34	27	100	0
BT45 7	3,900	110	51	26	2,000	2
BT45 8	3,400	24	28	22	99	0
BT46 5	3,900	53	28	22	120	0
BT47 2	5,300	490	64	45	780	19
BT47 3	6,200	920	75	49	4,900	42
BT47 4	5,000	580	84	54	2,200	47
BT47 5	2,400	59	38	29	170	0
BT47 6	5,700	80	62	47	290	2
BT48 0	5,700	32	34	29	69	0
BT48 6	2,100	5	38	31	57	0
BT48 7	3,500	15	30	24	73	0
BT48 8	8,200	100	47	37	170	0
BT48 9	4,800	43	82	52	490	6
BT49 0	6,000	55	31	24	190	0
BT49 9	3,600	55	32	23	130	0
BT51 3	4,500	9	22	18	41	0
BT51 4	3,300	51	25	21	77	0
BT51 5	3,200	40	25	22	48	0

**Table 5 Summary data by postcode sector (minimum 5 results)**

Postcode Sector	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Totals	Measured	Arithmetic Average	Geometric Average	Highest	
BT52 1	4,100	8	21	20	33	0
BT53 6	3,800	17	26	24	49	0
BT53 7	3,900	32	22	18	54	0
BT53 8	3,000	43	25	18	95	0
BT54 6	3,900	74	43	31	250	1
BT55 7	5,200	6	28	26	48	0
BT56 8	4,600	11	13	11	35	0
BT57 8	2,800	25	34	25	120	0
BT60 1	3,500	42	44	31	220	1
BT60 2	3,100	66	51	37	200	1
BT60 3	3,200	81	32	25	130	0
BT60 4	2,800	120	60	47	250	5
BT61 7	1,500	8	34	32	57	0
BT61 8	2,500	59	62	46	290	2
BT61 9	2,600	33	53	39	230	1
BT62 1	4,400	47	30	25	73	0
BT62 2	2,700	13	21	18	63	0
BT62 3	4,400	11	21	19	38	0
BT62 4	2,200	22	38	27	190	0
BT63 5	6,200	16	32	27	80	0
BT63 6	2,300	13	55	32	330	1
BT66 6	3,800	13	43	33	190	0
BT66 7	6,300	13	31	29	69	0
BT67 0	5,800	25	38	25	160	0
BT67 9	3,900	6	27	21	62	0
BT68 4	400	65	77	60	330	4
BT69 6	1,030	65	54	37	290	3
BT70 1	3,200	59	53	36	440	2
BT70 2	2,700	270	83	50	960	21
BT70 3	2,200	77	51	39	190	0
BT71 4	4,300	37	42	30	150	0
BT71 5	2,400	52	66	33	1,500	1
BT71 6	4,900	56	38	29	180	0
BT71 7	3,800	66	49	36	250	2
BT74 4	1,600	17	47	37	110	0
BT74 5	980	29	66	42	710	1
BT74 6	2,700	34	32	26	86	0
BT74 7	1,800	29	47	32	260	1
BT74 8	350	19	75	49	400	2
BT74 9	300	37	27	20	120	0
BT75 0	1,600	55	41	29	160	0
BT76 0	770	35	54	35	300	1
BT77 0	520	19	55	41	140	0
BT78 1	2,700	32	38	30	190	0
BT78 2	1,700	67	52	38	200	1
BT78 3	2,300	73	33	25	130	0



Table 5 Summary data by postcode sector (minimum 5 results)

Postcode Sector	Homes		Results Bq m <sup>-3</sup>			At or above Action Level
	Totals	Measured	Arithmetic Average	Geometric Average	Highest	
BT78 4	2,500	270	60	43	430	11
BT78 5	3,200	93	50	40	190	0
BT79 0	3,200	200	70	49	490	12
BT79 7	4,300	220	60	46	600	8
BT79 8	1,100	100	61	37	960	3
BT79 9	2,000	220	73	50	660	17
BT80 0	1,700	19	29	25	65	0
BT80 8	5,100	71	52	40	250	2
BT80 9	2,500	270	66	48	970	9
BT81 7	3,300	620	81	56	1,600	42
BT82 0	2,600	910	116	71	1,500	130
BT82 8	2,600	480	81	57	710	33
BT82 9	5,700	580	55	36	1,300	16
BT92 0	2,000	46	50	38	230	1
BT92 1	310	40	62	40	470	3
BT92 2	630	15	32	26	120	0
BT92 3	340	19	44	29	280	1
BT92 4	500	42	26	20	150	0
BT92 5	430	20	78	29	830	2
BT92 6	530	63	65	37	540	4
BT92 7	930	52	43	33	200	1
BT92 8	840	56	44	32	310	1
BT92 9	1,200	86	36	25	260	1
BT93 0	620	50	91	61	610	4
BT93 1	1,100	64	55	32	470	4
BT93 2	180	18	39	30	110	0
BT93 3	880	76	65	42	500	4
BT93 4	560	53	99	26	1,500	4
BT93 5	530	85	117	42	3,900	6
BT93 6	650	44	45	29	290	2
BT93 7	360	32	145	96	660	9
BT93 8	220	17	38	30	94	0
BT94 1	1,900	51	47	36	180	0
BT94 2	1,400	32	33	28	100	0
BT94 3	1,000	35	32	24	210	1
BT94 4	1,400	47	33	26	130	0
BT94 5	1,100	40	42	29	290	1

---

**Table 6 Summary data by NHS Health and Social Care Trust**

<b>Trust Name</b>	<b>Homes</b>		<b>Results Bq m<sup>-3</sup></b>			<b>At or above Action Level</b>
	<b>Totals</b>	<b>Measured</b>	<b>Arithmetic Average</b>	<b>Geometric Average</b>	<b>Highest</b>	
Belfast	164,000	190	45	31	1,300	1
Northern	202,000	1,700	42	26	2,000	29
Southern	147,000	9,100	82	56	2,500	630
South Eastern	154,000	5,800	56	39	1,600	160

---



Public Health  
England



**British  
Geological Survey**

NATURAL ENVIRONMENT RESEARCH COUNCIL

# Radon in Northern Ireland: Indicative Atlas



An Agency within the Department of the

**Environment**

[www.doeni.gov.uk](http://www.doeni.gov.uk)



Northern Ireland  
**Environment**  
Agency

[www.doeni.gov.uk/niea](http://www.doeni.gov.uk/niea)



Department of

**Enterprise, Trade  
and Investment**

[www.detini.gov.uk](http://www.detini.gov.uk)

**Geological Survey  
of Northern Ireland**

# About Public Health England

---

Public Health England exists to protect and improve the nation's health and wellbeing, and reduce health inequalities. It does this through world-class science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. PHE is an operationally autonomous executive agency of the Department of Health.

Public Health England  
133–155 Waterloo Road  
Wellington House  
London SE1 8UG  
T: 020 7654 8000

[www.gov.uk/phe](http://www.gov.uk/phe)

Twitter: [@PHE\\_uk](https://twitter.com/PHE_uk)

Facebook: [www.facebook.com/PublicHealthEngland](https://www.facebook.com/PublicHealthEngland)

Public Health England © Crown copyright and British Geological Survey © NERC 2015

You may re-use this information (excluding logos) free of charge in any format or medium, under the terms of the Open Government Licence v3.0. To view this licence, visit [OGL](https://www.ogcl.gov.uk) or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk). Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

Any enquiries regarding this publication should be sent to

Chilton Information Office  
Centre for Radiation, Chemical and Environmental Hazards  
Public Health England  
Chilton, Didcot, Oxfordshire OX11 0RQ  
E: [ChiltonInformationOffice@phe.gov.uk](mailto:ChiltonInformationOffice@phe.gov.uk)

Published August 2015

PHE publications gateway number: 2014564

---

## Radon in Northern Ireland: Indicative Atlas

Z Daraktchieva, J D Appleton\*, D M Rees, K A M Adlam\*, A H Myers\*,  
S A Hodgson, N P McColl, G R Wasson<sup>†</sup> and L J Peake<sup>†</sup>

\* British Geological Survey, Keyworth, Nottingham NG12 5GG

<sup>†</sup> Northern Ireland Environment Agency, Klondyke Building, Cromac Avenue,  
Gasworks Business Park, Belfast BT7 2JA

### Abstract

---

A joint mapping method based on the results of radon measurements and geological information was used to estimate radon 'Affected Area' potential in Northern Ireland. The method allows variation of radon potential both between and within geological units and is based on measurements of radon in more than 23,000 homes.

This report presents information about elevated radon potential in Northern Ireland as an indicative map, based on the highest radon potential for each 1 km square of the Irish grid. The full definitive detail is published as a digital dataset for geographical information systems, which can be licensed. The estimated radon potential for an individual home can be obtained through the Public Health England radon website, [www.ukradon.org](http://www.ukradon.org).

The work was partially funded by the Northern Ireland Department of the Environment and was prepared jointly by Public Health England and the British Geological Survey.

---

## Executive Summary

---

Radon has been recognised as a cause of lung cancer in humans for many years. Public Health England (PHE), and previously the Health Protection Agency and the National Radiological Protection Board, has advised that excessive exposures to radon should be reduced because of the risk of lung cancer. PHE advice\* forms the basis of ongoing programmes of radon control.

Radon levels in individual buildings can only be assessed by measurement. To guide the implementation of PHE advice, it is essential to identify areas that are most affected by radon. This report presents an overview of the results of detailed mapping in Northern Ireland of radon potential, defined as the estimated percentage of homes in an area that are at or above the radon action level (200 Bq m<sup>-3</sup>). The radon potential therefore corresponds to the probability that a home, that has not had a radon measurement, will have a long-term average radon concentration at or above the radon action level.

The joint mapping method is based on the results of measurements of radon in over 23,000 homes in Northern Ireland. The radon results are grouped first by geological boundaries and then by 1 km grid squares. The method allows variations in radon potential both between and within geological units to be mapped.

The resulting map, which defines areas with a 1% or greater probability of exceeding the action level (radon 'Affected Areas') in Northern Ireland, includes much more detail than could be shown in an atlas. The full detail is available as a dataset for geographical information systems. The estimated radon potential for an individual home can be obtained through the PHE radon website, [www.ukradon.org](http://www.ukradon.org). The atlas presented here is a simplified version of the map, so is indicative rather than definitive: that is, each 1 km grid square is coloured according to the highest radon potential found within it.

The new atlas, together with the underlying definitive digital information sources, will aid the identification of areas where homes have a 1% or greater probability of exceeding the action level and in which householders or others should make radon measurements. These resources may also be used by appropriate government authorities to identify localities in which new homes or other buildings should be constructed with precautions against radon.

This work was carried out jointly by PHE and the British Geological Survey. Some work was funded by the Northern Ireland Department of the Environment (DOENI).

---

\* Health Protection Agency (2010). Limitation of Human Exposure to Radon. Chilton, HPA, RCE-15.

---

## Contents

---

<b>Abstract</b>	<b>i</b>
<b>Executive Summary</b>	<b>iii</b>
<b>1 Introduction</b>	<b>1</b>
<b>2 Measurements</b>	<b>1</b>
<b>3 Radon Maps</b>	<b>2</b>
3.1 Location of each home	2
3.2 Attribution of geological codes to measurement locations	2
3.3 Estimation of radon potential	3
3.4 Presentation of results	4
3.5 Application to workplaces	4
<b>4 Conclusions</b>	<b>5</b>
<b>5 Acknowledgements</b>	<b>5</b>
<b>6 Glossary</b>	<b>5</b>
<b>7 References</b>	<b>6</b>
<b>8 Figures and Maps</b>	<b>7</b>

---

## 1 Introduction

---

Radon has been recognised as a cause of lung cancer in humans for many years (AGIR, 2009). Advice published in 2010 (HPA, 2010) recommended that the established UK radon action level of  $200 \text{ Bq m}^{-3}$  should be retained and that all areas should be classified according to the probability that a home in the locality will have an indoor radon concentration at or above the action level. Areas with probabilities in the range 1–10% and 10% or more are referred to as ‘intermediate’ and ‘higher’ radon probability areas, respectively. Together, these terms match the existing definition of radon ‘Affected Areas’. Public Health England advises that radon measurements should be made in homes in these areas. Areas with probabilities less than 1% are referred to as ‘lower’ radon probability areas.

To allow the UK radon programme to be implemented, it is useful to identify areas most affected by radon. PHE and the British Geological Survey (BGS) have published maps showing the estimated radon potential, or proportion of homes above the action level, by grid square in different parts of the UK (Miles et al, 2007, 2011; Green et al, 2009).

Indoor radon concentrations depend on a number of factors, including the geological characteristics of the ground underneath the home. This can be taken into account in maps of radon potential, but other factors, including the construction details and the living styles of the occupants, are responsible for a very wide variation of indoor radon concentrations found in homes built on ground with the same radon potential.

Earlier maps published separately by PHE and the BGS grouped house radon results either by grid square or by geological unit, before applying lognormal modelling (Miles, 1998). Both of these mapping methods ignore some part of the geographical variation in radon potential: grid square mapping ignores variation between geological units within grid squares, and geological mapping ignores variation within areas sharing combinations of geological characteristics. It was realised by PHE and the BGS that combining the two methods could give more accurate mapping than either separately. The two organisations cooperated to develop a joint geological/grid square mapping method. This atlas is the outcome of applying this method to radon mapping in Northern Ireland, and supersedes the previous atlas of radon potential in Northern Ireland (Green et al, 2009). The radon measurement data on which the mapping is based, summarised by administrative area and by divisions of the postcode system, is published elsewhere (Green et al, 2009; Hodgson et al, 2011).

---

## 2 Measurements

---

The results of radon measurements, made in homes and used in the maps presented here, are collated from the many different radon survey programmes carried out by PHE, many of them funded by the Northern Ireland Department of the Environment. These surveys were seldom representative of the housing stock of large areas or regions. Indeed, many were intentionally targeted to areas where higher levels were expected. The initial national survey (Wrixon et al, 1988) was the only one in which care was taken to obtain a population-weighted sample of homes throughout the UK. The results of this survey continue to provide the best estimates of the average exposure at both national and county level.



Measurements in all surveys are made with two passive integrating detectors in each dwelling – one in the main living area and one in a regularly used bedroom (Hardcastle et al, 1996). The detectors are placed for 3 months and the results combined to reflect typical occupancy patterns. Indoor radon levels are usually higher in cold weather, so the results reported to householders are normalised for typical seasonal variations in radon levels to allow the estimated annual radon concentration to be reported (Pinel et al, 1995; Wrixon et al, 1988). It has been shown (Miles, 1998) that the seasonal variations correspond to average outdoor temperature variations. To allow for the fact that weather patterns vary from year to year, the majority of annual average radon concentrations in houses used in the mapping reported here were calculated using corrections based on temperature. Where temperature data was missing, the annual average radon concentrations were calculated using seasonal corrections.

### 3 Radon Maps

---

The integrated geological/grid square method used here for mapping radon potential is based on the work of Miles and Appleton (2005). In the integrated method, each combination of geological characteristics (bedrock, superficial and other) is taken in turn, and the spatial variation of radon potential within the combination is mapped, treating it as if the combination was continuous over the land area.

#### 3.1 Location of each home

In order to determine which geological unit a house lies on, it is necessary to know its location as accurately as possible. Ordnance Survey of Northern Ireland Pointer<sup>®</sup> provides a national grid reference that falls inside the permanent building structure of an address. Where several addresses are in one building (for example, a block of flats) the same coordinates are used for each address. It was possible to obtain Pointer<sup>®</sup> coordinates for over 90% of the dwellings in Northern Ireland with radon measurement results. For the remainder, coordinates were obtained from Royal Mail Postal Address Files<sup>®</sup>, which allocate coordinates according to the postcode of a dwelling. In the UK each postcode covers 16 dwellings on average, but in densely populated areas the number is higher and in sparsely populated areas it is lower. In most cases the grid reference allocated to a dwelling using the Postal Address Files<sup>®</sup> will be accurate to within a few hundred metres, but in sparsely populated areas the uncertainty may be greater.

#### 3.2 Attribution of geological codes to measurement locations

Bedrock and superficial geological codes were attributed to each house location using the Geological Survey of Northern Ireland (GSNI) 1 : 10,000 DiGMap and 1 : 250,000 scale digital geological map data (Figure 1). Each different combination of geological characteristics may appear at the land surface in many discontinuous locations across the country. Geological mapping of the UK has been carried out over many years, during which time there have been changes in the nomenclature of mapped rock units. Consequently, the names of geological units sometimes change at map sheet boundaries. In order to facilitate the seamless 1 km

interpolation of radon potential within major geological units, simplified bedrock and superficial geology classification systems were developed. These ensure continuity across map sheet boundaries and also group some geological units with similar characteristics. Grouping similar geological units ensures that there is a sufficient number of indoor radon measurements for intra-geological unit grid square mapping to be carried out over a greater proportion of the UK. There are 360 named 1 : 10,000 scale bedrock geological units in Northern Ireland and 44 bedrock units in the area with only 1 : 250,000 scale bedrock geology. These are grouped using a simplified bedrock classification comprising 69 units. At 1 : 250,000 scale there are 12 individually named superficial geological units and at 1 : 10,000 scale there are 27 superficial geological units. These were grouped into 13 types according to a simplified system based on permeability and generic type (Appleton et al, 2014). A total of 466 bedrock superficial geological combinations resulted from the simplified classification and these were used for the radon potential mapping.

### 3.3 Estimation of radon potential

Within each geological combination with more than 79 radon measurements, the variation of indoor radon concentrations was mapped using 1 km squares of the national grid. A radon potential was allocated to each 1 km grid square on the basis of the nearest 30 house radon measurement results to that square, or all of the results in the square if that was 30 or more. The geometric mean (GM) and the geometric standard deviation (GSD) of the results allocated to each square were calculated, and a lognormal model was used to estimate the proportion of the distribution above the action level. This parameter, equivalent to the radon potential, is the one shown in the maps. In cases where there were too few house radon results available for a bedrock superficial geological combination to allow the spatial variation to be mapped using the combined geology-grid square radon mapping method (Miles and Appleton, 2005), a number of different approaches were taken, dependent on the number of indoor radon measurements and their distribution (Appleton et al, 2014).

In order to improve the accuracy of the estimates of the radon potential, certain corrections were applied. It has been shown (Darby, 2003) that the measured GSD for any group of house radon measurement results, each made over 3 months, is higher than the GSD that would have been observed if the measurements had been made over several years in each house. The difference is caused by uncertainties in estimates of long-term average radon concentrations, both from extrapolating from 3 months to a year and from year-to-year variations in radon levels. It is possible to correct the measured GSD for this effect, using data from studies of the year-to-year variation in 3-month house radon measurement results. Such corrections always reduce the GSD, and therefore always reduce percentages above a threshold, if the GM of the area is below the threshold. This correction was applied in the mapping exercise reported here. Earlier mapping exercises in Northern Ireland did not take account of this factor.

There is also some random variation in the calculated values of the GSD. It has been shown (Miles and Appleton, 2000) that the use of Bayesian estimates of GSD gives less uncertain estimates of the proportion of homes above the action level, and does not bias the estimates in any way. The reduction of the uncertainty by the use of Bayesian statistics was significant but not very large. This correction was also applied in the mapping exercise reported here.

### 3.4 Presentation of results

The resulting map is highly detailed, with an implied precision of less than 1 m. In fact there is uncertainty in the location of the boundaries on geological maps and in the size and orientation of the footprint of the house from the point location. To reduce the possibility of advising householders that the risk of radon problems was small, when in fact it could be significant, a buffer was applied around each area. This buffer was applied in sequence from the highest to the lowest radon areas. The uncertainty in geological boundaries was assigned a value of 10 m in areas with 1 : 10,000 scale geological data and 250 m in areas with 1 : 250,000 scale data. The uncertainty in building location was assigned a value of 25 m, giving a combined buffer width of 35 m or 275 m, respectively. Because of the difficulty in processing the highly detailed data, it was necessary to simplify the map, converting it to 25 m squares of the national grid, each attributed a uniform value of the highest radon potential within it. This buffering process is likely to lead to a slight overestimate of the area and number of homes in the higher bands of probability.

In some areas geological information includes a large number of small zones that are of a geological type that has been observed to have elevated radon potential. Since many of the individual zones are much less than a kilometre in width, the buffering process increases the size of these zones to a greater proportion than is the case for larger zones. These buffered zones are included in the radon potential dataset. This effect was also present in the radon atlases for England and Wales (Miles et al, 2007) and Scotland (Miles et al, 2011). In most cases, this will not affect the banding shown in the indicative maps but for some grid squares, containing perhaps only one or two of these small zones, the great majority of the grid squares will be of a lower classification than that shown in this atlas. The effect is illustrated hypothetically in Figure 2. Figure 2a shows unbuffered (grey shaded) and buffered areas of radon potential; Figure 2b shows the indicative levels for each 1 km grid square, based on the highest classification in the square.

The map plates show the major road network as well as larger settlements chosen to give a reasonable geographical spread across the maps regardless of population density. Superimposed on the maps are the administrative boundaries introduced on 1 April 2015. Council names are given wherever possible subject to the limitations of space, especially in urban areas. This atlas can also be viewed without place names on the maps, which may be helpful to clarify the result where it is obscured by a place name.

An overall map of Northern Ireland (Figure 3) precedes a map giving the key to the following five maps, each covering about 16,000 km<sup>2</sup> (Figure 4).

### 3.5 Application to workplaces

Although the radon data used in the production of this atlas comes from measurements in homes, the maps indicate the likely extent of the local radon hazard in all buildings. The information in this atlas is therefore relevant to employers in assessing workplace risks. Under the Health and Safety at Work Act (HSENI, 1978, 1998), the employer must, so far as is reasonably practicable, ensure the health and safety of employees and others who have access to their work environment. The Management of Health and Safety at Work Regulations (HSENI, 2000) require the assessment of health and safety risks.

Guidance on how to apply the maps contained in this atlas in assessing workplace radon is available from the Health and Safety Executive Northern Ireland (HSENI) website, [www.hseni.gov.uk](http://www.hseni.gov.uk). This addresses a number of topics including using radon maps to determine the need for measurement in ground-floor and below-surface workplaces. The HSENI and local authorities are responsible for enforcing the regulations in various workplaces.

## 4 Conclusions

This atlas provides an overview of the probability of the radon level in any home in Northern Ireland being at or above the action level. It updates previous reports and complements the formal advice of PHE on the need to reduce long-term exposure to elevated radon levels. It will be of use and interest to individuals and organisations with a duty to assess, and where appropriate reduce, the radon exposure of the population, both in the home and in the workplace. It is expected that further updates, incorporating the latest available data, will be published at intervals.

## 5 Acknowledgements

The data used to construct the maps has been collated from many different radon surveys carried out over time by PHE, and previously by the HPA and NRPB. Many of the measurements were funded by the Northern Ireland Department of the Environment, by local government, by landlords and by individual householders.

The maps are based on Crown copyright and are reproduced with the permission of Land & Property Services under delegated authority from the Controller of Her Majesty's Stationery Office, © Crown copyright and database right 2014 EMOU 206.2.

The radon Affected Area classification is Public Health England © Crown copyright and British Geological Survey © NERC 2015. Advice on and authorisation to use the Geological Survey of Northern Ireland digital geological data was provided by Mike Young, Alex Donald and Mark Cooper (GSNI).

This report is published with the permission of the Executive Director, British Geological Survey (NERC).

## 6 Glossary

<b>Becquerel (symbol Bq)</b>	Unit of the amount or activity of a radionuclide. Describes the rate at which transformations occur. 1 Bq = 1 transformation per second
<b>Becquerel per cubic metre of air (symbol Bq m<sup>-3</sup>)</b>	Amount of a radionuclide in each cubic metre of air. Often referred to as the activity concentration
<b>Radon</b>	A naturally occurring radioactive gas that is the major source of ionising radiation exposure. For more information see <a href="http://www.ukradon.org">www.ukradon.org</a>

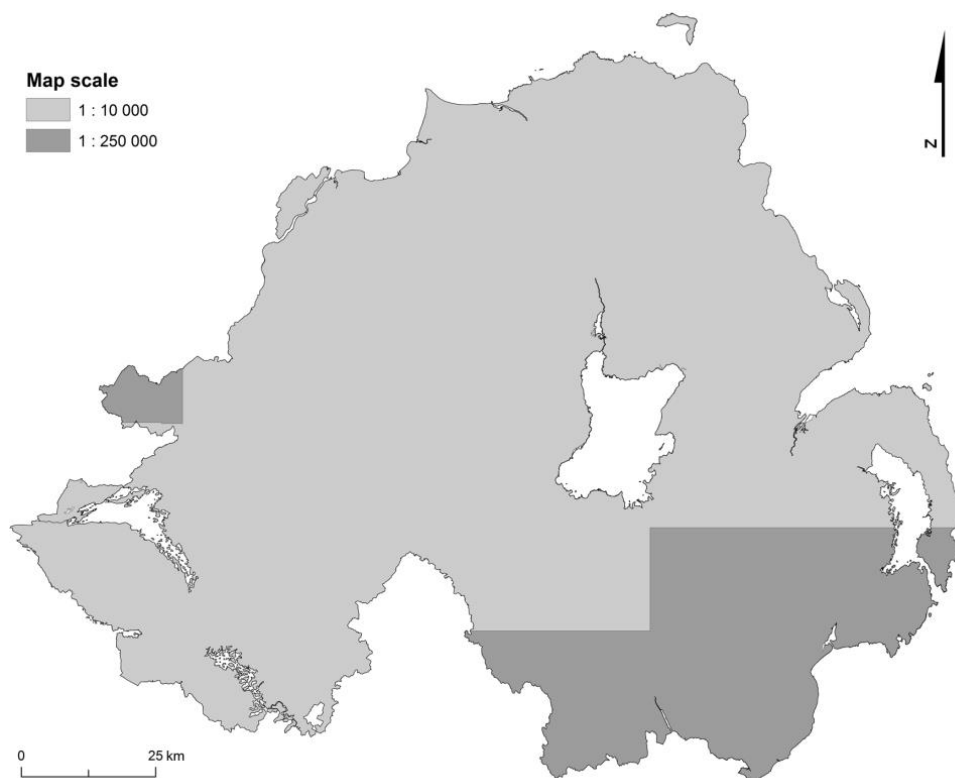
<b>Radon action level</b>	Recommended limit for the activity concentration of radon in UK homes. Its value, expressed as the annual average radon gas concentration in the home, is 200 Bq m <sup>-3</sup>
<b>Radon Affected Areas</b>	Parts of the country with a 1% probability or more of present or future homes being above the action level

## 7 References

---

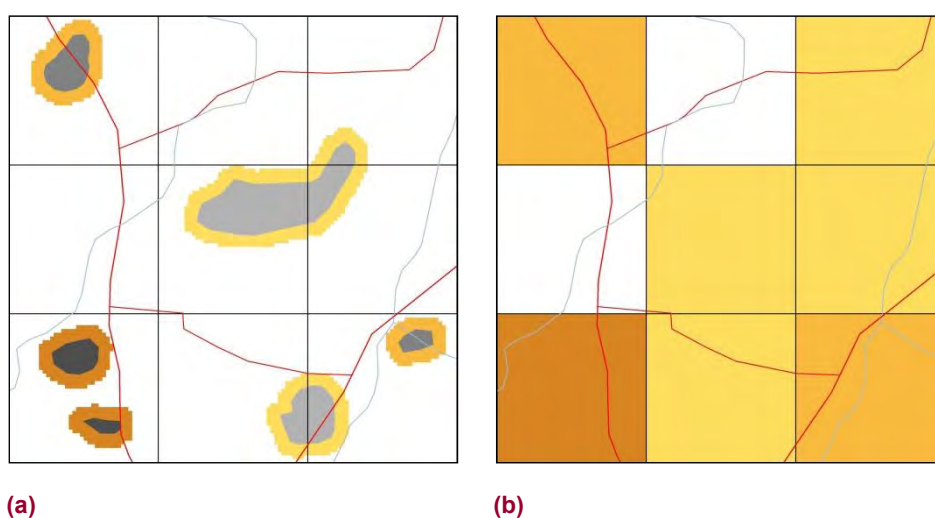
- AGIR (Advisory Group on Ionising Radiation) (2009). Radon and Public Health. Chilton, HPA, RCE-11.
- Appleton JD, Daraktchieva Z and Young ME (2014). Geological controls on radon potential in Northern Ireland. Proceedings of the Geologists Association. <http://dx.doi.org/10.1016/j.pgeola.2014.07.001>.
- Darby SC (2003). Personal communication. University of Oxford Clinical Trial Service Unit and Epidemiological Studies Unit.
- Green BMR, Larmour R, Miles JCH, Rees DM and Ledgerwood FK (2009). Radon in Dwellings in Northern Ireland. Chilton, HPA-RPD-061.
- Hardcastle GD, Howarth CB, Naismith SP, Algar RA, and Miles JCH (1996). NRPB Etched-track Detectors for Area Monitoring of Radon. Chilton, NRPB-R283.
- HPA (2010). Limitation of Human Exposure to Radon. Chilton, HPA, RCE-15.
- Hodgson SA, Bradley EJ, Wasson GR and Peak LJ (2011). Radon in Northern Ireland Homes: Report of a Targeted Survey. Chilton, HPA-CRCE-046.
- HSENI (1978). Health and Safety at Work (Northern Ireland) Order 1978, SI 1978/1039 (NI 9).
- HSENI (1998). Health and Safety at Work (Amendment) (Northern Ireland) Order 1998, SI 1998/2795 (NI 18).
- HSENI (2000). Management of Health and Safety at Work Regulations (Northern Ireland) 2000.
- Miles JCH (1998). Mapping radon-prone areas by lognormal modelling of house radon data. *Health Phys*, **74** (3), 370–378.
- Miles JCH and Appleton JD (2000). Identification of localised areas of England where radon concentrations are most likely to have greater than 5% probability of being above the action level. London, DETR Report No. DETR/RAS/00.01.
- Miles JCH and Appleton, JD (2005). Mapping variation in radon potential both between and within geological units. *J Radiol Prot*, **25**, 257–276.
- Miles JCH, Appleton JD, Rees DM, Green BMR, Adlam KAM and Myers AH (2007). Indicative Atlas of Radon in England and Wales. Chilton, HPA-RPD-033.
- Miles JCH, Appleton JD, Rees DM, Adlam KAM, Scheib C, Myers AH, Green BMR and McColl NP (2011). Indicative Atlas of Radon in Scotland. Chilton, HPA-CRCE-023.
- Pinel J, Fearn T, Darby SC and Miles JCH (1995). Seasonal correction factors for indoor radon measurements in the United Kingdom. *Radiat Prot Dosim*, **58**, 127–132.
- Wrixon AD, Green BMR, Lomas PR, Miles JCH, Cliff KD, Francis EA, Driscoll CMH, James MC and O’Riordan MC (1988). Natural Radiation Exposure in UK Dwellings. Chilton, NRPB-R190.

## 8 Figures and Maps



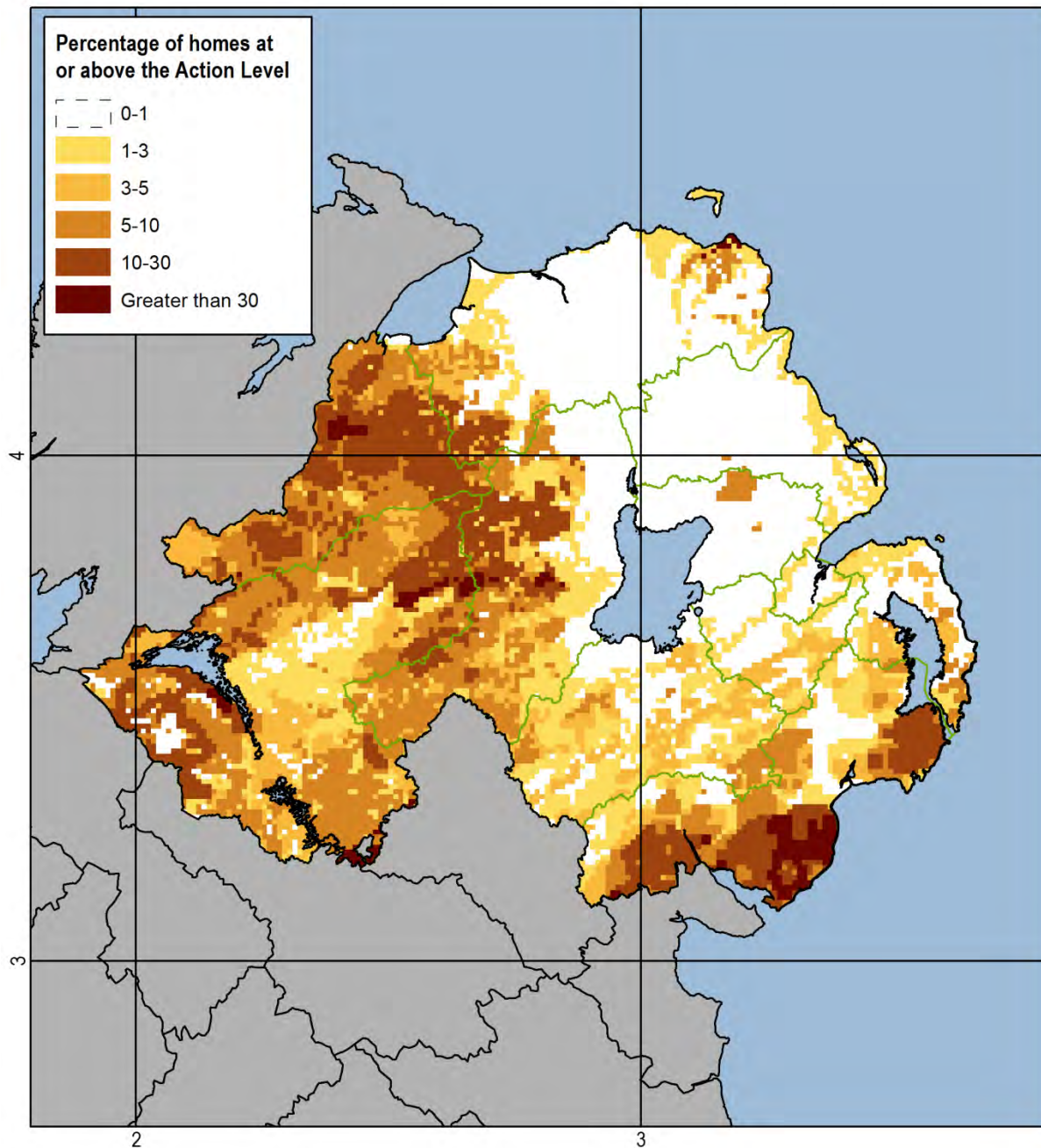
**Figure 1: Scale of geological data used to produce the Northern Ireland radon map**

Geological data, Geological Survey of Northern Ireland © Crown copyright 2014; Land & Property Services data © Crown copyright and database right 2014, DMOU 205



**Figure 2: If 1 km grid squares on the definitive radon map contain more than one percentage band as shown in the three-by-three 1 km grid (a), they are shown on the indicative map presented in this atlas entirely coloured as the highest percentage band within the square (b)**

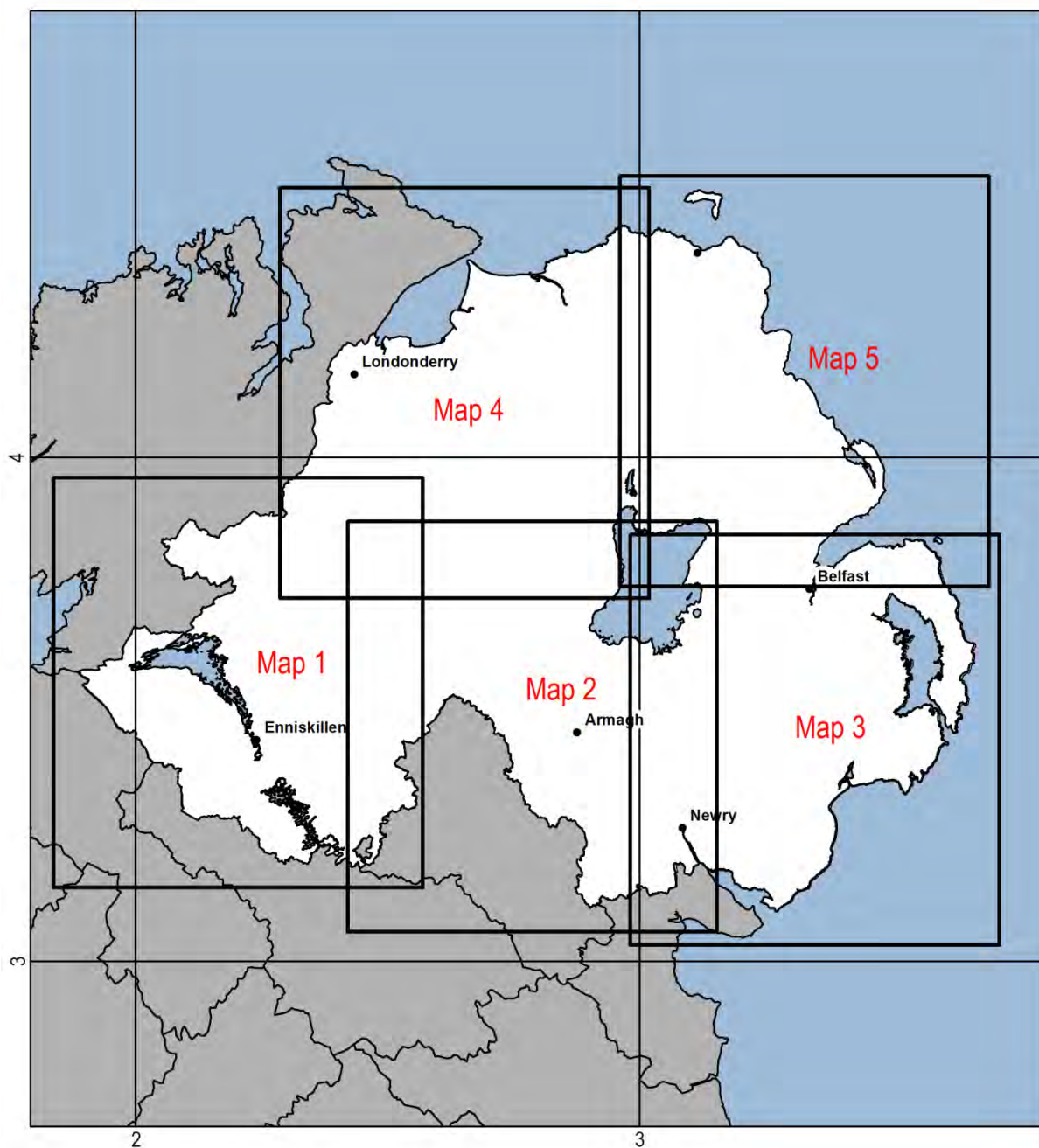




**Figure 3: Overall map of radon Affected Areas in Northern Ireland (the axis numbers are the 100 km coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty's Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015

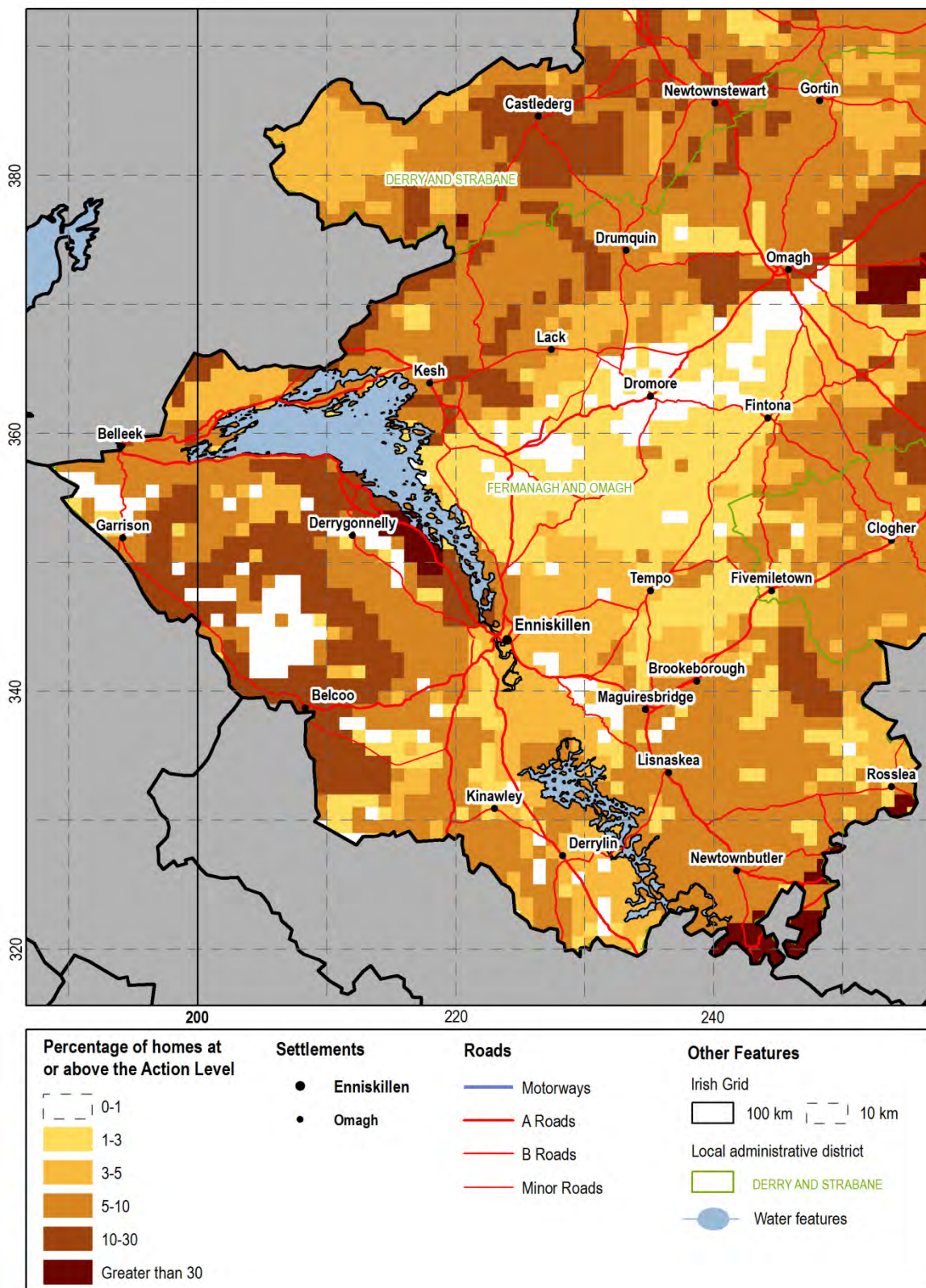


**Figure 4: Key to larger scale maps of radon Affected Areas in Northern Ireland (the axis numbers are the 100 km coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty's Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015

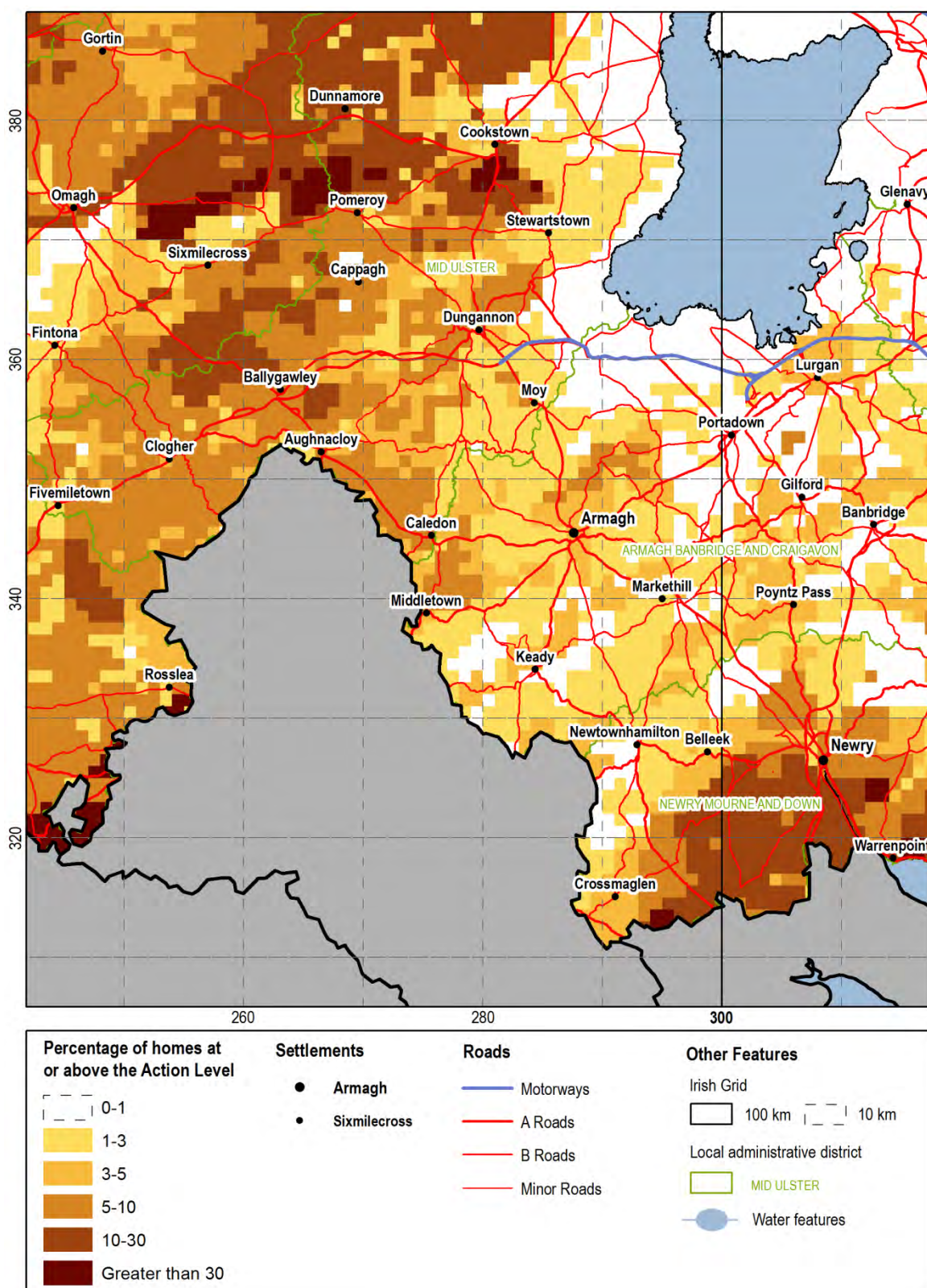




**Map 1: South-western Northern Ireland (the axis numbers are the coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty’s Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015

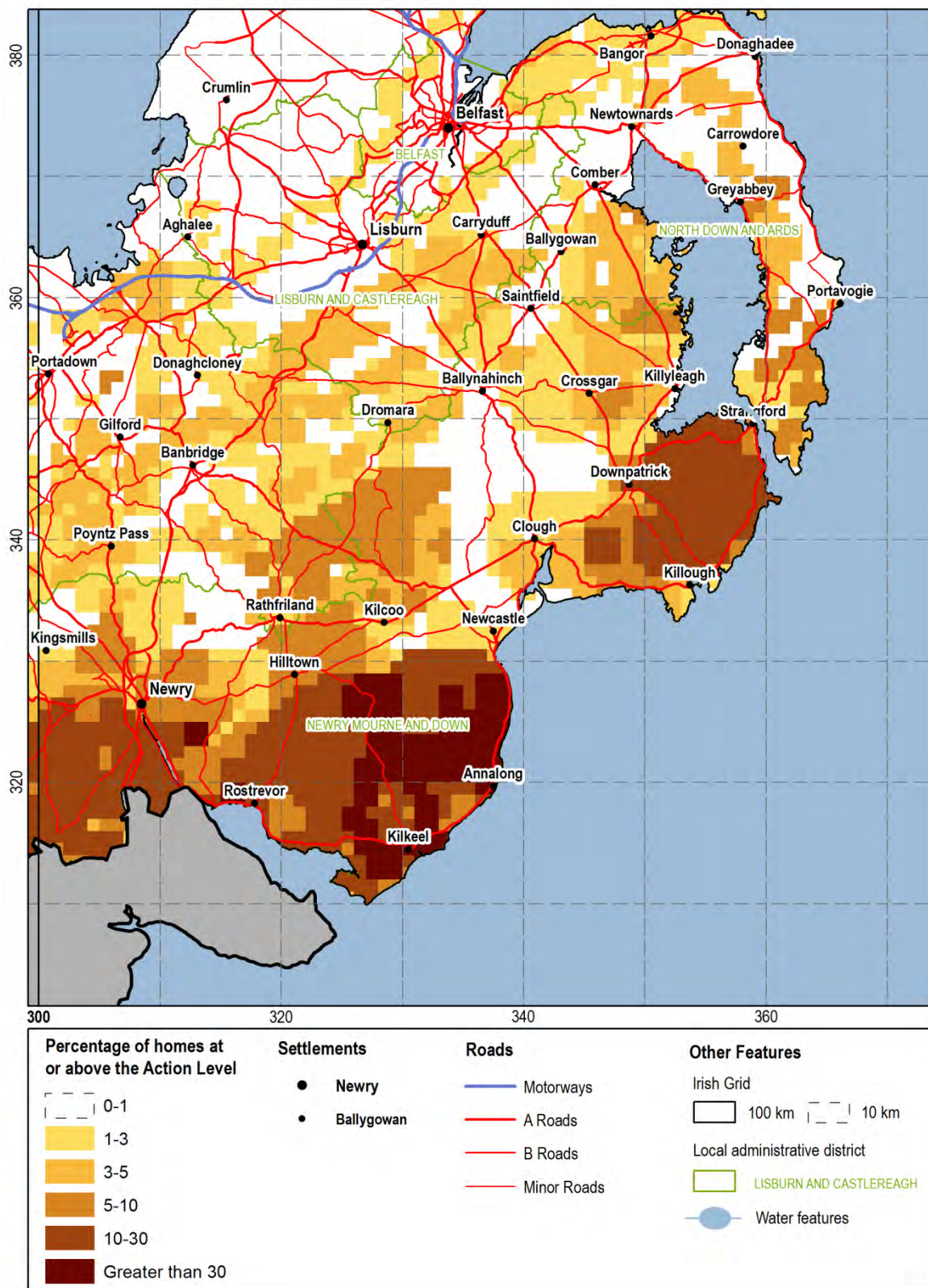


**Map 2: Southern Northern Ireland (the axis numbers are the coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty's Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015

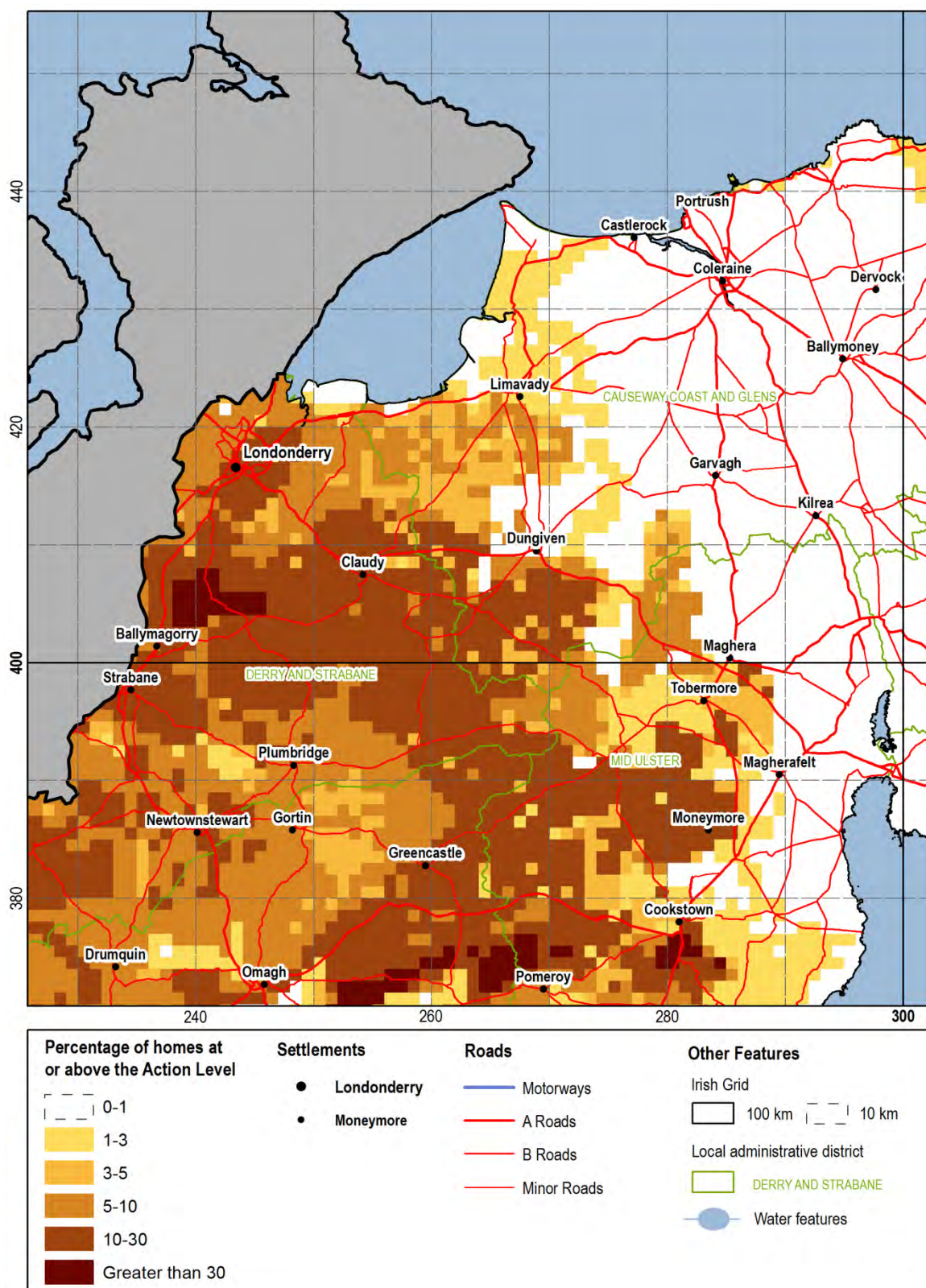




**Map 3: South-eastern Northern Ireland (the axis numbers are the coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty’s Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015

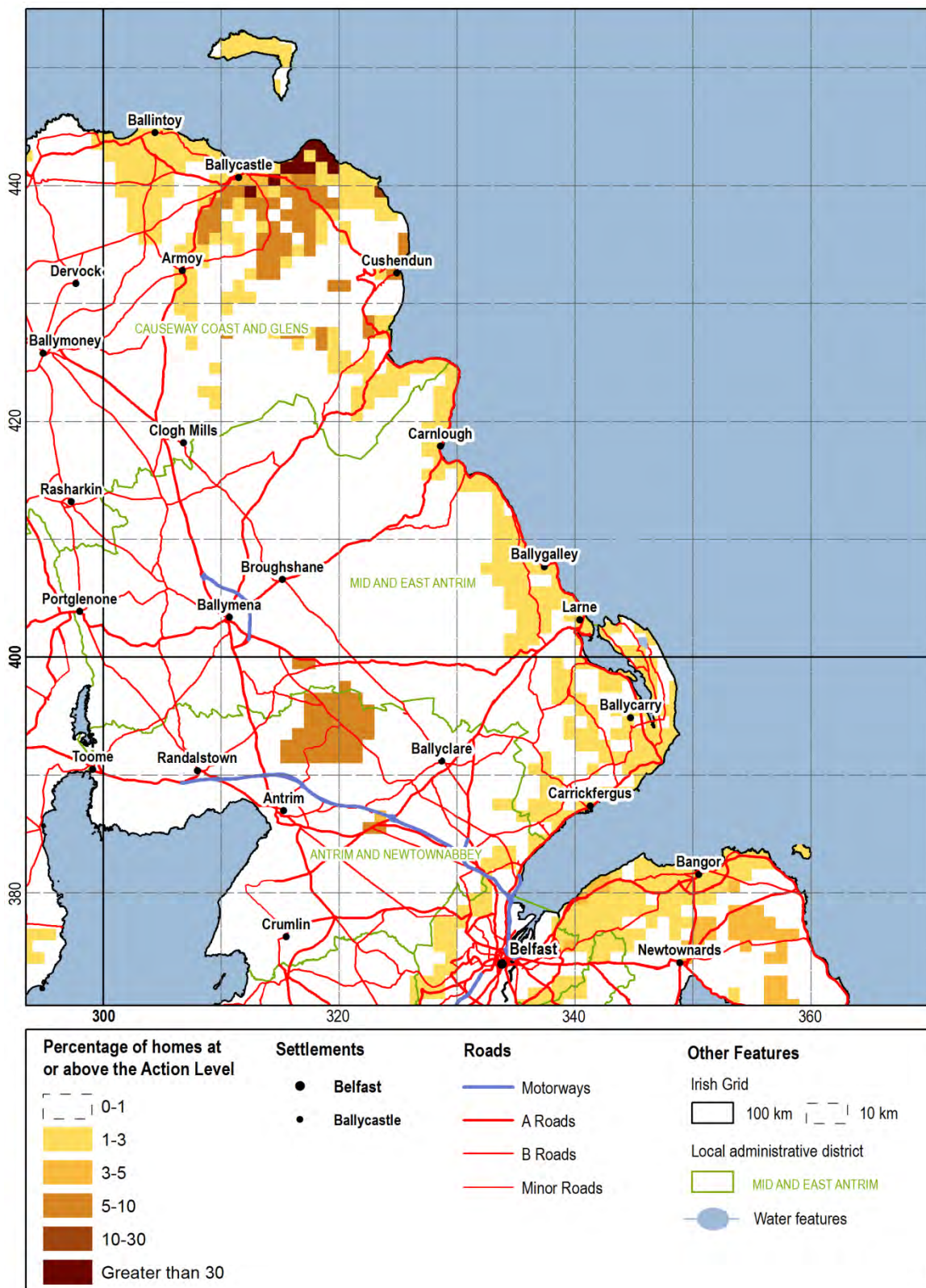


**Map 4: North-western Northern Ireland (the axis numbers are the coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty's Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015

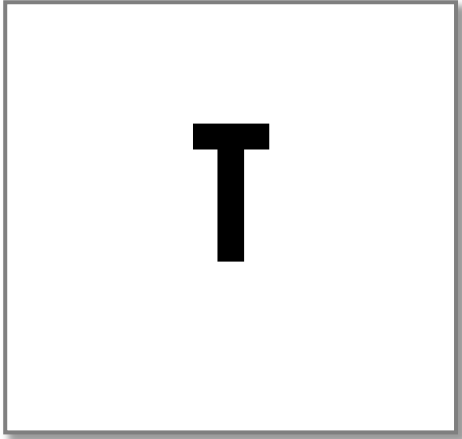




**Map 5: North-eastern Northern Ireland (the axis numbers are the coordinates of the Irish grid)**

Based on Crown copyright and reproduced with permission of Land & Property Services under delegated authority from the Controller of Her Majesty’s Stationery Office, © Crown copyright and database right 2014, EMOU 206.2

Radon Affected Area classification: Public Health England © Crown copyright and British Geological Survey © NERC 2015



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

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

<b>1.0</b>	<b>Purpose of Report</b>		
1.1	To provide members with an update on the workload analysis for Building Control across Mid-Ulster District Council.		
<b>2.0</b>	<b>Background</b>		
2.1	<p>Building Control applications are received in three different forms:-</p> <p>a Full Applications - submitted with detailed working drawings.</p> <p>b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc.</p> <p>c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval.</p>		
<b>3.0</b>	<b>Main Report</b>		
3.1	<b>Workload Analysis</b>	<b>April 2017</b>	<b>Accumulative 2017/18</b>
	Total number of Applications	<b>173</b>	<b>173</b>
	Full plans applications received	<b>47</b>	<b>47</b>
	Building Notices applications received	<b>119</b>	<b>119</b>
	Regularisations applications received	<b>7</b>	<b>7</b>
	Estimated value of works submitted	<b>£17,664,304</b>	<b>£17,664,304</b>

	Number of inspections carried out by Building Control Officers	<b>566</b>	<b>566</b>
	Commencements	<b>135</b>	<b>135</b>
	Domestic Dwellings	<b>46</b>	<b>46</b>
	Domestic alterations and Extensions	<b>81</b>	<b>81</b>
	Non-Domestic work	<b>8</b>	<b>8</b>
	Completions	<b>105</b>	<b>105</b>
	Domestic Dwellings	<b>32</b>	<b>32</b>
	Domestic alterations and Extensions	<b>70</b>	<b>70</b>
	Non-Domestic work	<b>3</b>	<b>3</b>
	Property Certificates Received	<b>95</b>	<b>95</b>
<b>3.2</b>	Over the past month a number of significant applications have been received as noted in Appendix 1.		
<b>4.0</b>	<b>Other Considerations</b>		
<b>4.1</b>	<b><u>Financial &amp; Human Resources Implications</u></b> Financial: Within current resources Human: Within current resources		
<b>4.2</b>	<b><u>Equality and Good Relations Implications</u></b> None		
<b>4.3</b>	<b><u>Risk Management Implications</u></b> None		



<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 - List of significant applications received by Building Control.

Appendix 1

**Significant Developments 23<sup>rd</sup> March 2017 – 25<sup>th</sup> April 2017**

<b>Applicant</b>	<b>Location of Development</b>	<b>Details of Development</b>	<b>External value of development</b>
Northway Mushrooms	11c Aghnagar Road, Ballygawley	Erection of Mushroom Composting Facility (floor area 14353m <sup>2</sup> ) B.C. fee - £31,585	£8,470,000
Macklin Care Homes Ltd	11 Ballyheifer Road, Magherafelt	Erection of a Nursing Home ( floor area 2211m <sup>2</sup> ) B.C. fee - £10,410	£2,420,000
Specialist Joinery Group	100 Coleraine Road, Maghera	Extension to Joinery Workshop (floor area 4140m <sup>2</sup> ) B.C. fee - £8,068.51	£1,750,458
New Row Primary School	43 New Row, Castledawson	Extension & refurbishment to school B.C. fee - £2,540	£420,000
Apex Housing Association Ltd	Roskeen Road, Moygashel	Erection of 8no. dwellings (average floor area 85m <sup>2</sup> ) B.C. fee - £2,151	£393,356

**U**

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

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

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

3.2	<p>The fire risk assessment submitted is audited by the inspecting officer</p> <p>2 Electrical certification is required for the following:  (a) General electrical installation  (b) Emergency lighting system  (c) Fire alarm system</p> <p>3 Details of current public liability insurance for premises</p> <p>4 Copy of public advertisement in local press</p> <p>Following the application for the Grant/Renewal of an Entertainment Licence being submitted and validated, an inspection is carried out to ensure that the premises are in compliance with all relevant guidance and legislation.</p> <p>Areas which would be inspected are as follows:</p> <ol style="list-style-type: none"> <li>1. Means of escape from the venue ie. Final exit doors and Easy Opening Devices are satisfactory and escape routes are free from obstruction etc.</li> <li>2. All floor, wall, and ceiling coverings are in compliance and in good condition</li> <li>3. All firefighting equipment are correctly positioned and serviced as required</li> <li>4. The general condition of the premises is satisfactory</li> <li>5. All management documentation is in place</li> </ol>
4.0	<b>Other Considerations</b>
4.1	<p><b><u>Financial &amp; Human Resources Implications</u></b></p> <p>Financial: Within Current Resources</p> <p>Human: Within Current Resources</p>
4.2	<p><b><u>Equality and Good Relations Implications</u></b></p> <p>None</p>
4.3	<p><b><u>Risk Management Implications</u></b></p> <p>None</p>

<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences.
6.2	Appendix 2 – Schedule of Entertainment Licence applications which have been granted/renewed.

## Appendix 1

### Schedule of applications received for the Grant/Renewal of Entertainment Licences in April 2017

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max No of Patrons
L Bradley	The Back Door Bar	31-33 Main Street Maghera	Annual	Monday To Saturday From : 11.30 To : 01.00 Sunday From : 12.30 To : 24.00	150
M Wray	Clogher Valley Community Centre	9a Irish Street Augher	14 Unspecified Days	Monday To Sunday From : 10:00 To : 01:00	260
T Cassidy	Old Clubhouse	20 Maghera Road Tobermore	Annual	Monday To Saturday From : 12.00 To : 01.00  Sunday From : 12.00 To : 22.00	500

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max No of Patrons</b>
K Irwin	The Rathmore Bar	125-127 Main Street Clogher	Annual	Monday To Saturday From : 11:30 To : 01:30  Sunday From : 12.00 To : 22:00	93



## Appendix 2

Schedule of applications issued for the Grant/Renewal of Entertainment Licences in April 2017.

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address Of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>	<b>Date of Issue</b>
G Treamer	Slatequarry Community Centre	113 Edendoit Road Pomeroy	Annual	Monday To Sunday From : 12:00 To : 01.30	05-04-2017
B Morris	Glenavon House Hotel	52 Drum Road Cookstown	Annual	Monday to Saturday From : 11.00 To : 01.00  Sunday From : 12.00 To : 01.00	05-04-2017
R McVey	Sit and Sip Bar Lounge	28 Littlebridge Road Moneymore	Annual	Monday to Saturday From : 11:00 To : 01:00  Sunday From : 11:00 To : 24:00	05-04-2017

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address Of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>	<b>Date of Issue</b>
N Barnes	Drumnacross Orange Hall	15 Glenarny Road Cookstown	Annual	Monday To Saturday From : 18.30 To : 01.00	13-04-2017
O Mulligan	Mulligans	33 Chapel Street Cookstown	Annual	Monday To Thursday From : 12.00 To : 23.00 Friday & Sunday From : 12.00 To : 24.00 Saturday From : 12.00 To : 01.00	20-04-2017
P Scullion	Time Bar Venue	40-42 James Street Cookstown	Annual	Monday To Sunday From : 12:00 To : 01:30	21-04-2017
E McGovern	Tirgan Community Recreation & Social Club	36 Tirgan Road	Annual	Monday To Sunday From : 10.00 To : 01.00	14-04-2017

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address Of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>	<b>Date of Issue</b>
K Bradley	Walsh's Hotel	53 Main Street Maghera	Annual	Monday To Thursday From : 11.30 To : 01.00 Friday To Saturday From : 11.30 To : 02.00 Sunday From : 11.30 To : 01.00	30-03-2017
North Eastern Education & Library Board	Magherafelt High School - Assembly Hall	30 Moneymore Road Magherafelt	14 Unspecified Days	Monday To Saturday From : 17.00 To : 23.00	04-04-2017
A McDermott	An Bruach Derg Community Centre	123 Broughderg Road Omagh	14 Unspecified Days	Friday To Sunday From : 19.00 To : 22:00	05-04-2017