



14 November 2023

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Cookstown and by virtual means at Burn Road, Cookstown BT80 8DT on Tuesday, 14 November 2023 at 19:00 to transact the business noted below.

A link to join the meeting through the Council's remote meeting platform will follow.

Yours faithfully

Adrian McCreesh
Chief Executive

AGENDA

OPEN BUSINESS

1. Notice of Recording
This meeting will be webcast for live and subsequent broadcast on the Council's You Tube site [Live Broadcast Link](#)
2. Apologies
3. Declarations of Interest
Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.
4. Chair's Business
5. Deputation - Safe Electricity Armagh and Tyrone (SEAT)

Matters for Decision

- | | | |
|----|--|---------|
| 6. | Dfl Roads Proposal to Mid Ulster District Council – No Waiting At Any Time Restriction at Charlemont Street, Moy | 3 - 6 |
| 7. | Dfl Roads Proposal to Mid Ulster District Council – Disabled Person's Parking Bay Amendment, Station Road, Clogher | 7 - 10 |
| 8. | Dfl Roads Proposal to Mid Ulster District Council – Derestriction, Ballygawley Roundabouts | 11 - 14 |
| 9. | Bus Shelters Update | 15 - 32 |

Matters for Information

10.	Minutes of Environment Committee held on 10 October 2023	33 - 40
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16.	Building Control Workload	87 - 92
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19.	Dual Language Signage Requests	133 - 152
20.	Emergency Planning Update	153 - 174

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

Matters for Decision

21. Rationalisation of Recycling Centres and Grass Cutting Working Group Update
22. Councils Fleet Safety Policy Update
23. Lough Neagh/River Blackwater Update

Matters for Information

24. Confidential Minutes of Environment Committee held on 10 October 2023
25. Capital Framework – ICT Contracts Update
26. Capital Framework – IST Contracts Update
27. Capital Projects – Scoping Contracts Update
28. Capital Programme 2023-2027: Quarter 2 2023/24 Update
29. Off Street Car Parking: Quarter 2 2023/2024

Report on	Dfl Roads Proposal to Mid Ulster District Council – No waiting at any time restriction at Charlemont Street, Moy
Date of Meeting	14 th November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Terry Scullion, AD Property Services

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

1.0	Purpose of Report
1.1	To seek the agreement of Members in relation to a proposal from Dfl Roads to introduce no waiting at any time, loading and unloading at Charlemont Street, Moy.
2.0	Background
2.1	Dfl Roads is proposing to introduce no waiting at any time restrictions at Charlemont Street, Moy.
3.0	Main Report
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p>PROPOSED INTRODUCTION OF NO WAITING AT ANY TIME, LOADING AND UNLOADING PERMITTED AT CHARLEMONT STREET, MOY.</p> <p>Correspondence was received from Dfl Roads dated 3 October 2023 to introduce no waiting at any time, loading and unloading at Charlemont Street, Moy.</p> <p>A consultation letter and a location map of the aforementioned proposal are attached as appendices to this report.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: Officer time in drafting reports
	Risk Management: The introduction of the aforementioned proposal at these locations will assist in the management of road safety issues.

4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist Dfl in the discharge of their statutory duty.
	Rural Needs Implications: The rural needs assessment would be conducted by Dfl Roads.
5.0	Recommendation(s)
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
6.0	Documents Attached & References
6.1	Appendix 1 – Letter from DFI Roads dated 3 rd October 2023; proposed no waiting at any time, loading and unloading permitted at Charlemont Street, Moy.
6.2	Appendix 2– Map from DFI Roads dated 25 th September 2023; proposed no waiting at any time, loading and unloading permitted at Charlemont Street, Moy.



Department for

Infrastructure

An Roinn

Bonneagair

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Infrastructure

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County Hall
Drumragh Avenue
Omagh

Tel: 028 8225 4085

3 October 2023

Network Development

Chief Executive
Mid Ulster District Council
Ballyronan
Magherafelt
BT45 6EN

Dear Mr McCreesh

PROPOSED INTRODUCTION OF NO WAITING AT ANY TIME, LOADING AND UNLOADING PERMITTED – CHARLEMONT STREET, MOY

DfI Roads is proposing to introduce two stretches of no waiting at any time, loading and unloading permitted at Charlemont Street, Moy, as shown on the enclosed map.

Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Proposed no waiting at any time - Charlemont Street, Moy



25/09/2023, 16:19:42

Report on	Dfl Roads Proposal to Mid Ulster District Council – Disabled Person’s Parking Bay Amendment, Station Road, Clogher
Date of Meeting	14 th November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Terry Scullion, AD Property Services

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

1.0	Purpose of Report
1.1	To seek the agreement of Members in relation to a proposal from Dfl Roads to amend Disabled Person’s Parking Bay provision at Station Road, Clogher.
2.0	Background
2.1	Dfl Roads is proposing to amend and revoke a Disabled Person’s Parking Bay provision at Station Road, Clogher.
3.0	Main Report
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p>DISABLED PERSONS’ PARKING BAYS – AMEND 12 STATION ROAD AND REVOKE 14 STATION ROAD, CLOGHER</p> <p>Correspondence was received from Dfl Roads dated 30 October 2023 to amend the description of an existing disabled persons’ parking bay at 12 Station Road and revoke a bay at number 14 Station Road, Clogher, which is no longer required.</p> <p>A consultation letter and a location map of the aforementioned proposal are attached as appendices to this report.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: Officer time in drafting reports
	Risk Management: The introduction of the aforementioned proposal at these locations will assist in the management of road safety issues.

4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist DfI in the discharge of their statutory duty.
	Rural Needs Implications: The rural needs assessment would be conducted by DfI Roads.
5.0	Recommendation(s)
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
6.0	Documents Attached & References
6.1	Appendix 1 – Letter from DFI Roads dated 30 th October 2023; proposed to amend and revoke disabled persons parking bay provision, Station Road, Clogher.
6.2	Appendix 2– Map from DFI Roads dated 23 rd June 2023; proposed disabled persons parking bay revisions, Station Road, Clogher.



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Tel: 028 8225 4085

30 October 2023

Mr Adrian McCreesh
Chief Executive
Mid Ulster District Council
Ballyronan Road
Magherafelt
BT45 6EN

Dear Mr McCreesh

**DISABLED PERSONS' PARKING BAYS – AMEND 12 STATION ROAD AND
REVOKE 14 STATION ROAD, CLOGHER**

DfI Roads is proposing to amend the description of an existing disabled persons' parking bay at 12 Station Road and revoke a bay at number 14 Station Road, Clogher, which is no longer required, as detailed on the attached map.

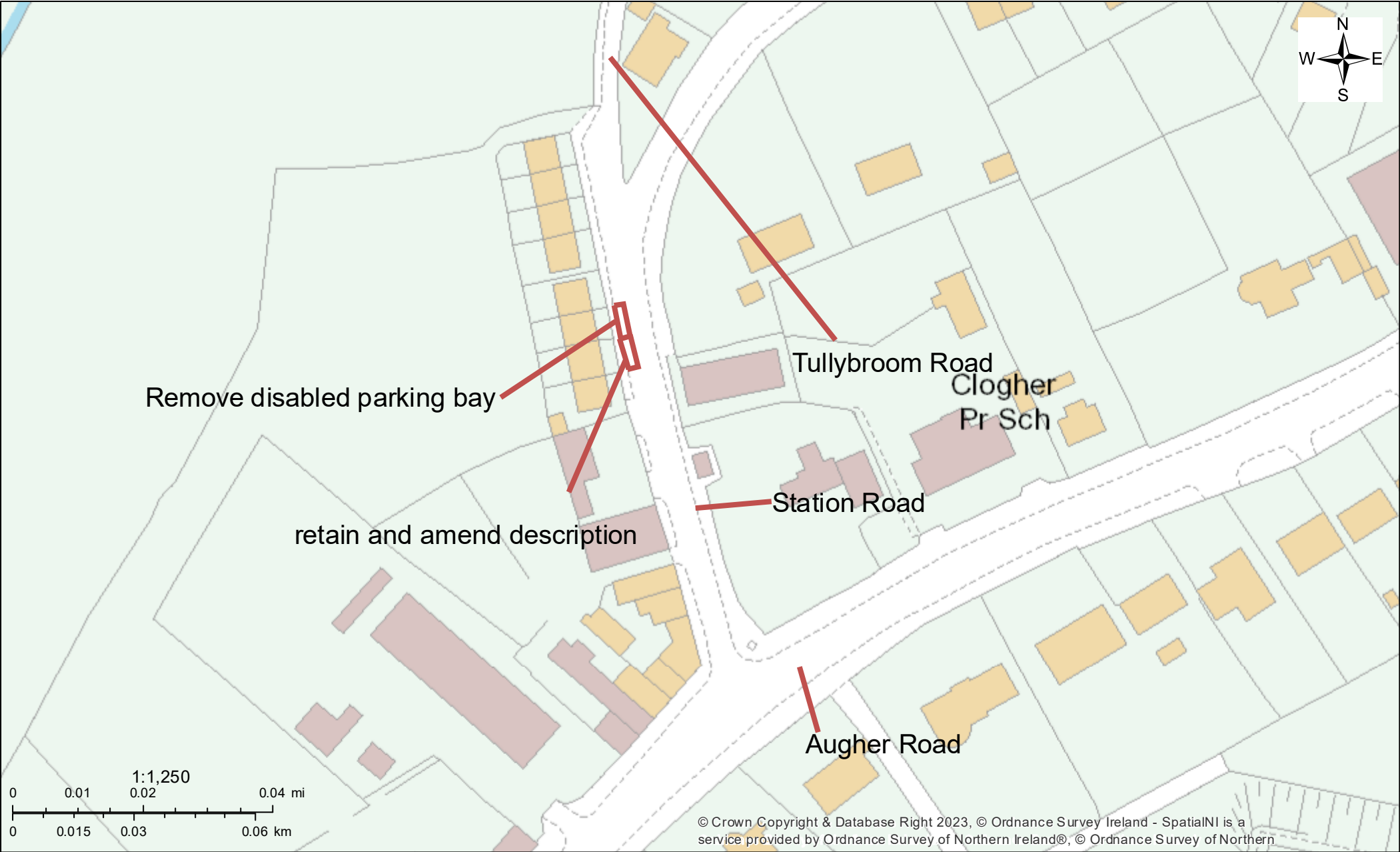
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Disabled parking bays - Clogher



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23/06/2023, 15:42:02



Report on	DfI Roads Proposal to Mid Ulster District Council – Derestriction, Ballygawley Roundabouts
Date of Meeting	14 th November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Terry Scullion, AD Property Services

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

1.0	Purpose of Report
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce a derestriction of current speed limits at Ballygawley Roundabouts, and main link roads.
2.0	Background
2.1	DfI Roads is proposing to introduce a derestriction of current speed limits at Ballygawley Roundabouts.
3.0	Main Report
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p>DERESTRICTION – NEW BALLYGAWLEY ROUNDABOUT, GRANGE ROAD, DUNGANNON ROAD, A4 DUAL CARRIAGEWAY, TULLYVAR ROAD (INCLUDING SPUR) AND ANNAGHILLA ROAD, BALLYGAWLEY</p> <p>Correspondence was received from DfI Roads dated 31 October 2023 proposing to derestrict the above roads, as shown on the attached map, so that national speed limit applies and revoke the existing derestriction for the Annaghilla Road following its realignment.</p> <p>Consultation letter and a location map of aforementioned proposal are attached as appendices to this report.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: Officer time in drafting reports

	Risk Management: The introduction of the aforementioned proposal at these locations will assist in the management of road safety issues.
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist Dfl in the discharge of their statutory duty.
	Rural Needs Implications: The rural needs assessment would be conducted by Dfl Roads.
5.0	Recommendation(s)
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
6.0	Documents Attached & References
6.1	Appendix 1 – Letter from Dfl Roads dated 31 st October 2023; proposed Derestriction at Ballygawley Roundabouts
6.2	Appendix 2 – Map from Dfl Roads dated 31 st October 2023; proposed Derestriction at Ballygawley Roundabouts

Western Division Network Development



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Tel: 028 8225 4085

31 October 2023

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

Dear Mr McCreesh

**DERESTRICTION – NEW BALLYGAWLEY ROUNDABOUT, GRANGE ROAD,
DUNGANNON ROAD, A4 DUAL CARRIAGEWAY, TULLYVAR ROAD
(INCLUDING SPUR) AND ANNAGHILLA ROAD, BALLYGAWLEY**

DfI Roads is proposing to derestrict the above roads, as shown on the attached map, so that national speed limit applies and revoke the existing derestriction for the Annaghilla Road following its realignment.

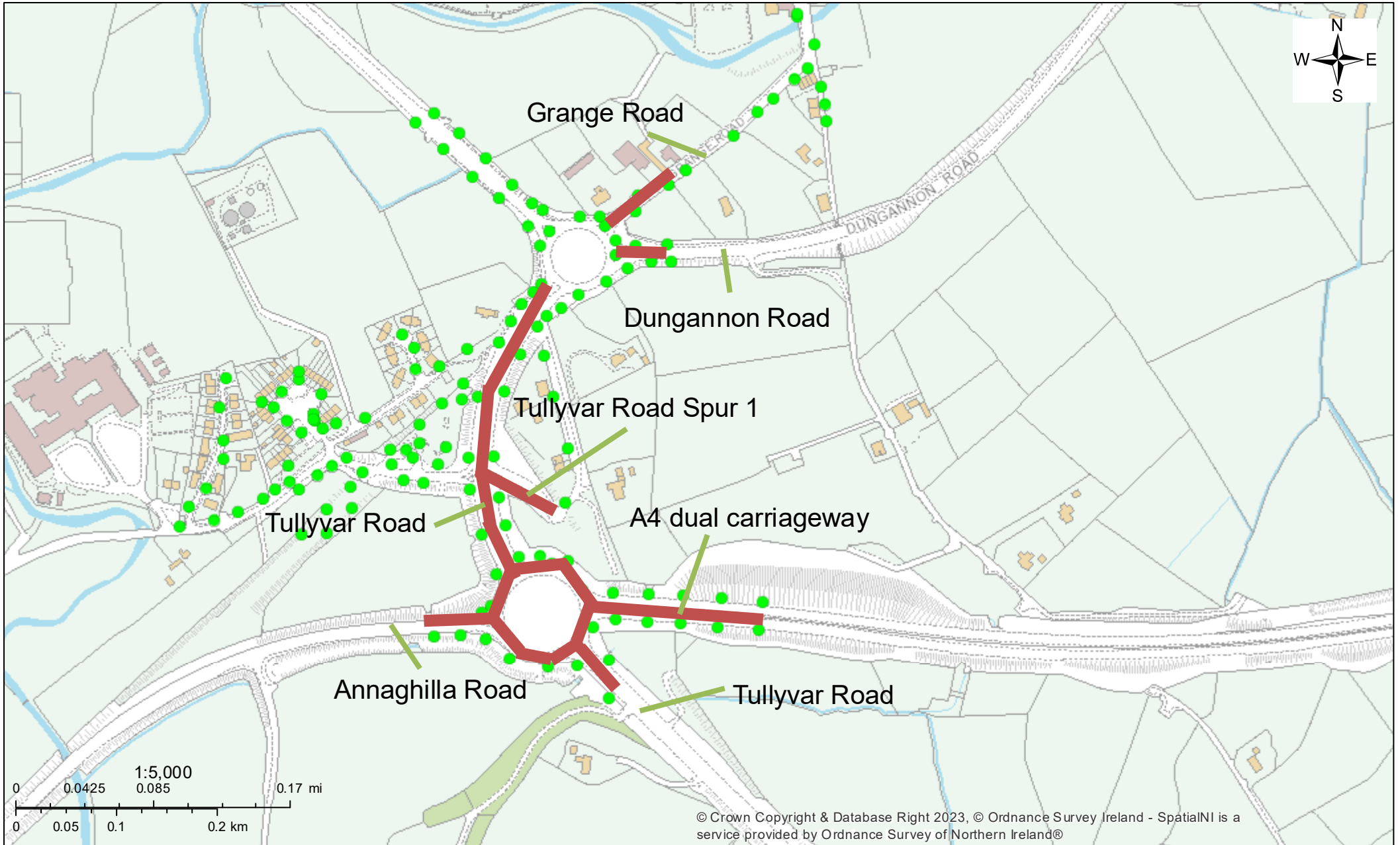
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Proposed derestrictions - Ballygawley roundabout



- North
- South
- West
- East

Report on	Bus Shelters Update
Date of Meeting	14 th November 2023
Reporting Officer	Raymond Lowry- Head of Technical Services
Contact Officer	Johnny McNeill – Capital Development Manager

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

1.0	Purpose of Report
1.1	To update Members on the current bus shelter status.
2.0	Background
2.1	Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the department to erect and maintain on any road within the district of the council, shelters for the protection from the weather or persons waiting to enter public service vehicles. Bus shelters are erected following local representations. They are provided, particularly for those who have to use public services who may have to stand out in the inclement weather.
2.2.	Following the bus shelter collaborative workshop held in March 2020, the bus shelter process was discussed and agreed at the Council meeting held on the 27 th March 2020. Members are advised in a monthly report of progress made on the various applications that have been lodged with the department.
2.3	Due to the Covid-19 pandemic progress has been delayed with unavailability of staff and priority of workloads within the various departments involved in dealing with the shelter installation. MUDC / DfI Roads have met (through "Microsoft Teams") to discuss a selection of these projects and will continue to carry out similar meetings to progress shelter applications.
2.4	Members to note current Procedural guide approved by Council March 2021. (see appendix 1)

3.0	Main Report
3.1	<p>The following information headings will be covered:</p> <ul style="list-style-type: none"> • New applications received in the past month (see 3.2) • Progress on stages 2-4 application process (see 3.3) • Request for Council to move from stage 5 (see 3.4) • Progress update on stages 6-9 (see 3.5) • Neighbour Notification summary and detailed analysis (see 3.6) • Projects recommended for approval (3.7) • Projects recommended for rejection (3.8) • Projects recommended for withdrawal (see 3.9) • Shelters passed to Property Services for installation (3.10) • Progress update on stages 10-11 (see 3.11) • Update on statutory response times in relation to agreement on time related responses for application (see 3.12) • Other issues (see 3.13)
3.2	<p>New Applications received in the past month – 1Nr new application received in the past month.</p> <ul style="list-style-type: none"> • Newtownkelly, Coalisland
3.3	<p>Progress on stages 2-4 of the application process – see table in Appendix 1.</p>
3.4	<p>Requests for Council to move from stage 5 of the application process – 4Nr applications to move from stage 5.</p> <ul style="list-style-type: none"> • Mourne Crescent, Coalisland -6Nr passengers • Annagher Road, Coalisland – 15Nr passengers • Main Road, Moygashel – 6Nr passengers • Findermore Road, Clogher – 12Nr passengers
3.5	<p>Progress update on stages 6-9 – Update on applications below have been discussed with a view to getting approval:</p> <ul style="list-style-type: none"> • NIHE valuation received for St Colmans Pk, Moortown and Derryfubble Road, Benburb, approved by MUDC and sent to NIHE board for final sign off. • Eglisish View, Ballinderry, - DFI Roads currently in negotiation with adjacent landowner to provide Land for new footpath link and Bus shelter provision under Active Travel scheme between Eglisish View and Moss Road.

3.6

Summary of Neighbour Notifications- 2Nr Neighbour notification

- **Dungannon Road, Cabragh** (see Table 4 Appendix 1 – reference 13)
Neighbour notification completed.

Shelter Location	Dungannon Road, Cabragh
Bus Shelter Requested	18/07/2023
Date Request Validated	25/07/2023
Survey Issued	13/09/2023
Survey Returned By	13/09/2023
Survey Letters Issued (No.)	2
Survey Letters Returned	0
Replies in Favour	0
Replies not in Favour	0
No response	2
Valid Returns	0
Percentage that have objections	0%

In accordance with the Bus Shelter Procedural guide, at least 51% of the addresses surveyed must have no objections to the shelter. NOTE; for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected. The bus shelter at Dungannon road, Cabragh is **recommended to be installed** subject to members discussion.

- **Ballyronan Road, Magherafelt** (see Table 4 Appendix 1 – reference 15)
Neighbour notification completed.

Shelter Location	Ballyronan Road, Magherafelt
Bus Shelter Requested	01/09/2023
Date Request Validated	01/09/2023
Survey Issued	01/09/2023
Survey Returned By	21/09/2023
Survey Letters Issued (No.)	2
Survey Letters Returned	1 (within timeframe)
Replies in Favour	1
Replies not in Favour	0
No response	1
Valid Returns	1
Percentage that have objections	0%

In accordance with the Bus Shelter Procedural guide, at least 51% of the addresses surveyed must have no objections to the shelter. NOTE; for the purposes of assessment where 51% (rounded to the nearest whole number) of

property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected. The bus shelter at Ballyronan Road, Magherafelt is **recommended to be installed** subject to members discussion.

3.7 **Projects recommended for Approval;** - 2Nr application is recommended for approval this month.

- Dungannon Road, Cabragh
- Ballyronan Road, Magherafelt

3.8 **Projects recommended for rejection;** - 0Nr application is recommended for rejection this month.

3.9 **Projects noted below are recommended for withdrawal** – 0Nr application is being recommended for withdrawal.

3.10 Members to Note the following shelters as listed below have obtained the necessary approvals and been passed over to Property Services for installation and these are currently being programmed for installation within their current workload. Members seeking information on installation dates etc should direct their queries to **Property Services**.

- **William Street Bellaghy**

Members to Note the following shelters as listed below have obtained the necessary approvals but are still awaiting legal owner consent before install can commence.

- **Reenaderry Road, Washingbay** – Subject to Landowner agreement
- **Coagh Road, Stewartstown** – Landowner has withdrawn land offer to site Shelter, final confirmation requested from applicant
- **Eglis View, Ballinderry** - Subject to DFI Roads/Landowner approval
- **St Colmans Park, Moortown** – Subject to Legal approval from NIHE
- **Derryfuble Road, Benburb** - Subject to Legal agreement from NIHE
- **Derryvale, Coalisland** – Subject to Landowner approval
- **Inishrush Village** – Subject to Landowner approval

3.11 **Progress update on stages 10-11** – 0nr shelters installed since date of last meeting.

3.12 **Progress on response times** – Agreed response times within 30 days with statutory agencies.

Statutory Agencies	Number requests sent	Reply <30 Days	Reply >30 Days
Translink	0	0	0
Education Authority	1	6	1
DfI Roads	0	0	0
NIHE	0	0	0

Translink, Responses Outstanding 0.

Education Authority, Responses Outstanding 6. Tirkane Road, Maghera

DFI Roads 0.

NIHE Responses Outstanding 0.

Interagency Meeting; Statutory update meeting to be held 13 November 2023, with DFI Roads EA, NIHE and Translink, to discuss new Bus shelter locations, response times and issues as listed below;

3.13 **Other issues: None**

4.0 Other Considerations

4.1 Financial, Human Resources & Risk Implications

Financial: Within budget for Technical Services and Property services to action provision / installation costs within their budget.

Risk Management: Non-delivery will have adverse impact of users of public transport.

4.2 Screening & Impact Assessments

Equality & Good Relations Implications: N/a

	Rural Needs Implications: N/a
5.0	Recommendation(s)
5.1	Members to note the content of the report on the progress made on bus shelters within the district.
5.2	Those listed under 3.4 is recommended for approval and to move from stage 5. <ul style="list-style-type: none"> • Mourne Crescent, Coalisland -6Nr passengers • Annagher Road, Coalisland – 15Nr passengers • Main Road, Moygashel – 6Nr passengers • Findermore Road, Clogher – 12Nr passengers
5.3	Those listed under 3.7 projects recommended for Approval; - 2Nr application is recommended for approval to installation this month. <ul style="list-style-type: none"> • Dungannon Road, Cabragh • Ballyronan Road, Magherafelt
6.0	Documents Attached & References
6.1	Appendix 1 – March 2021 - Procedural guide
6.2	Appendix 2 – Progress table with comments
6.3	Appendix 3 – Progress Table Summary

Procedural Guide on the Provision of Bus Shelters



1.0 Bus Shelters – Mid Ulster District Council

Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the Department for Infrastructure (DfI) to erect and maintain on any road within the district of the council, shelters for the protection from the weather or persons waiting to enter public service vehicles. Bus shelters are erected following local representations. They are provided, particularly for those who have to use public services who may have to stand out in the inclement weather.

1.1 PROCEDURAL STATEMENT

Council will erect a bus shelter where there is shown to be a need, providing the location does not present a safety or nuisance problem and adequate funding is available. Relocation of bus shelters should only take place as a result of either road alignment or the bus companies relocating their bus stops. All other cases of relocation should be resisted as long as there is an identified need for the shelter. Any relocation as a result of retail business / property owner request will only be considered if an alternative suitable location (distance restrictions will be considered) can be accommodated AND the retail business / property owner covers all associated costs for relocated shelter.

If there is any reported anti-social behaviour over a 12 month period at the location of a new/existing shelter the shelter location will be reviewed by Council with an option to remove the shelter and make good the existing surfaces.

1.2 CRITERIA FOR THE ERECTION OF A BUS SHELTER

1. Usage must be a minimum of 6 passengers over a period of a day and applications will be considered on a first come, first served basis, with Translink NI / Education Authority confirming this information. Less than 6 passengers will only be considered by a Council/DEA approval process.
2. The location must be at a recognised bus stop.
3. Following validation, the Council will canvass, by post, all property addresses within 50m frontage to the bus stop (25m either side) on the erection of the shelter, including the type of shelter.
4. At least 51% of the addresses surveyed must have no objections to the shelter.

NOTE - for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected.)

Appendix 1

5. There should be no Department for Infrastructure Roads objections on traffic grounds.
6. There must be sufficient budgetary provision available to provide the bus shelter.
7. All Survey results that do not meet the essential criteria to be reported to Council for consideration.
8. Once refused a request may not be considered for a further 12 month period from the original decision by Council.
9. Form TS/BSRF/01 to be completed and signed off by Head of Service.
10. Bus Shelter request to be approved by Environment Committee.

1.3 DESIGN OF BUS SHELTER

The Council endeavour to provide good quality, comfortable bus shelters purchased through the Procurement Department. Where appropriate they will endeavour to have bus shelters erected free of charge, other than services by Adshel.

1. All shelters within 30mph speed limits will have shelter in accordance with **Example A**, (as below).
2. All shelters outside 30mph speed limits will have shelter in accordance with **Example B**, (as below).

Council will consider in conservation areas the erection of shelters above this standard, but the cost of such shelters excluding erection and servicing costs shall not exceed £3000.00.



Example A, within 30mph speed limits, Glazed shelter.



Example B, outside 30mph speed limits, painted metal shelter.

1.4 REPLACEMENT OF BUS SHELTERS

Any defective shelters that require replacement as part of their life span to be replaced using location criteria and shelter design Examples A or B as noted above as part of the maintenance of the Council Estate .

1.5 PROVISION OF BUS SHELTERS – PROCESS

Stage 1: Send application form to person requesting Erection of Shelter.

Stage 2: Acknowledge receipt of request (in writing) – standard letter sent.

Stage 3: Carry out preliminary visit to investigate suitability of site.

Stage 4: Contact Translink / SELB / Private approved Coach Companies to confirm viability of erecting bus shelter i.e. recognised "Bus Stop", number and age of children, bus routes etc. 1st organisation to respond with numbers meeting the criteria i.e. 6 or more then proceed to next stage.

Note – shelters only provided at locations where it is confirmed a minimum of six people await / board buses.

Organisational Name	Contact Name	Contact Number	

Stage 5: Report to Environment Committee to seek Council approval/instruction.

Stage 6: Identify landowner e.g. Housing Executive, local farmer, etc. and obtain their written consent for erection of bus shelter and consult with adjoining properties (contact local Councillor and arrange site meeting if necessary). Elected members to be notified by email when letters are to be issued to neighbours for information purposes.

Stage 7: Send letters (with location maps) for approval/comments to DfI (Roads) / Water Service, PSNI, BT and NIE (arrange follow-up site meetings if necessary).

Stage 8: Sign and return DFI (Roads), Article 66, Consent/Schedule at least six days prior to erection of bus shelter.

Stage 9: Erect bus shelter – Example A or Example B (see 1.3).

Stage 10: Send request to GIS officer to have new asset plotted, and add to shelter register which is to be forwarded to Procurement Department, for insurance cover. Information to include erection/ maintenance/ ownership/ risk assessments / inspection regime / legal agreements between Council and the relevant landowners.

Stage 11: Report back to Council.



Date

Our Ref: MUDC/TS/BS/

The Occupier

Address 1

Address 2

Postcode

Dear Sir/Madam,

Re: Application for Provision of Bus Shelter at [Enter Location]

Mid Ulster District Council have received an application to erect a bus shelter at the above location and as noted in attached map (see Appendix 1).

The Council's Procedural Guide on the Provision of Bus Shelters outlines that validated applications are subject to neighbour notification. Those who meet the following criteria are eligible to register their preference on this matter:

- All property addresses within 50m frontage to the bus stop (25m either side) on the erection of the shelter, including the type of shelter

Our records indicate that this address is within 50m criteria and therefore subject to neighbour notification.

If approved Council would install Bus Shelter type **[Enter Bus Shelter Example A or B]** as detailed in Appendix 2.

On completion of this survey Council will provide a determination on this request on the basis of the majority preference as submitted. For approval to be considered, at least 51% (majority) of respondents must be in favour of the proposal.

Please read carefully the statements on the survey form attached. Tick your preferred option in the appropriate box, print your name and address and sign the document. The completed survey form(s) should be returned to this office by either:

- a. returning in Self Addressed Envelope provided, or
- b. emailing to Technicalservices@midulstercouncil.org

Forms received after **[Enter Day and Date]** will not be considered.

Thank you for your time completing this survey.

If you have any queries on the above, please contact (Officer Name) in the Cookstown Office by email at (,,,,,,,) or by telephone on 03000 132 132 Ext: 24400.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Raymond Lowry', enclosed in a thin black rectangular border.

Raymond Lowry
Head of Technical Services

Encs.

Cc DEA Councillors



PROVISION OF BUS SHELTER – SURVEY FORM

1. **I HAVE NO OBJECTIONS** to have a Bus Shelter erected at **[Enter Location]**

2. **I DO NOT WISH** to have a Bus Shelter erected at **[Enter Location]**

If you have ticked this box please give reason for objection

Reason for Objection:

Name: _____
(CAPITALS)

Address: _____

Signature: _____

The Results of this survey will be available to view on the MUDC website www.midulstercouncil.org under Council Meetings but should you wish to receive written correspondence detailing the outcome of the survey please tick this box.

Data Protection

In accordance with Data Protection Legislation, Mid Ulster District Council has a duty to protect any data we hold. The information you provide on this survey form will be used for the purposes of processing your survey and will not be shared to any third party unless law or regulation compels such a disclosure. Information will be retained in accordance with the Council's Retention and Disposal Policy.

Appendix 1

[Insert Map of proposed Bus Shelter location]

Appendix 2

BUS SHELTER TYPE

See below Example A - within 30mph speed limits, glazed shelter.



See below Example B - outside 30mph speed limits, painted metal shelter.



Table 1 – Applications awaiting formal application to be submitted (0nr)				
No	Location	Stage	Status / Comment	Progress status
Table 2 – New applications received since last Committee (1nr)				
1	Newtownkelly, Coalisland	1	New application received	Site meeting arranged with applicant for 03/11/2023
Table 3 – STAGES 2-4, (15nr)				
1	Brough Road, Castledawson	3	Signed Application received	Translink 20 nr passengers, EA do not use this route
2	Tirkane Road, Maghera	3	Signed Application received	Site visit held, site identified for shelter. Translink do not use this stop. Awaiting EA response
3	Annaghnamore Road, Clonoe	3	Signed Application received	Dfl Roads to visit site, to assess proposed location. 12 nr passenger confirmed EA
4	Cloverhill, Moy	3	Signed Application received	Site visit with Dfl Roads. No suitable location identified, applicant advised awaiting decision
5	The Mills, Coalisland	4	Signed Application received	DFI Roads visit 29/08/23, issue with current housing development entrance. Sightlines to be adjusted before shelter could be considered.
6	Primrose Hill, Clogher	2	Signed Application received	Site visit to be arranged to determine exact pick-up point with applicant.
7	Cullion Road, Desertmartin	4	Signed Application received	User numbers requested from Translink and EA. Confirmed 6nr passengers from Translink.
8	Platers Hill, Church View, Coalisland	4	Application received	Meeting held on site with applicant 13/09/2023. 6nr passengers confirmed from Translink. DFI have approved location 03/10/2023. Gone out for nearest neighbour notifications.
9	Mourne Crescent, Coalisland	4	Application received	Meeting held on site with applicant on site 13/09/2023. 6nr passengers confirmed from Translink. DFI approved location 03/10/2023. Gone out for nearest neighbour notifications.
10	Altaglushan / Reclaim Road, Galbally	3	Signed Application received	Site meeting arranged with applicant 30/09/2023. Translink do not use this stop. Awaiting EA response.
11	Pomeroy Road, Donaghmore	3	Signed Application received	Site meeting arranged with applicant for 29/09/2023. Translink do not use this stop. Awaiting EA response.
12	Annagher Road, Coalisland	4	Signed Application received	Site meeting arranged with applicant for 29/09/2023. 15nr passengers confirmed Translink. DFI approved site. Gone out for nearest neighbour notifications.
13	Main Road, Moygashel	3	New application	Site meeting arranged with applicant for 02/10/2023. 25+nr passengers confirmed Translink. Date DFI meeting on site TBC.
14	Findermore road, Clogher	3	New application	Site meeting arranged with applicant for 02/10/2023. 12nr passengers confirmed Translink. Date of DFI meeting on site TBC.
15	Knockmany Road, Augher	3	New application	Site meeting arranged with applicant for 02/10/2023. Awaiting Translink and EA user nrs.
Table 4 – STAGES 5-8, (16 NR)				
No	Location	Stage	Status / Comment	Progress status
1	Tullyhogue Village	6	Residents declined original location as will promote anti-social behaviour. Limited options for alternative sites that suit bus pick-ups.	No suitable site currently available within the village
2	Glendavagh Road, Crilly, Aughnacloy - 2016/013	6	Completed Application form received	Awaiting confirmation from applicant to see if proposed shelter is still required in this location. Reminder to be sent.
3	Church Street, Cookstown	6	Site meeting held with applicant, user number requests issued to Translink and EA	Translink 20 nr passengers. EA confirmed 10 nr users. Site estate agent for adjacent vacant site to be consulted on shelter location. Formal Translink application has been lodged for this site
4	Kinrush Road/Battery Road Junction, Moortown	6	Original site limited space, alternative site to be confirmed	Original location deemed not acceptable although alternative location has now been identified and progress to install shelter to programmed
5	Kingsisland Primary School	6	Final confirmation from Primary School required to progress	A Planning application has been lodged to extend the school. (On hold subject to Planning decision)
6	Magheracastle Road / Mountjoy Road, Brocagh	6	Pending withdrawal notification from applicant as proposed site on wrong side of the road for pick-up	Site agreed, requests sent to Translink and EA for number confirmation. Reminders sent to both parties awaiting responses
7	Goland Road/ Armaghlughey Road, Ballygawley - 2016/015	6	Site and user numbers confirmed	Translink users confirmed - 10 nr. Location to be agreed with Dfl Roads / Translink. Site visit to be arranged
8	Derryfubble Road, Benburb	6	NIHE Site	Site visit held with Dfl Roads. Valuation from NIHE received for MUDC approval. 40 nr Passengers

9	Churchtown Road, Lissan	6	Additional Shelter Request.	Confirmed 10 nr passengers
10	Annaghmore Road, Cookstown	6	Signed Application Form	Site meeting held 21/09/2022. Confirmed 12 nr passenger numbers
11	Moore Street, Aughnacloy	5	Signed Application received	Site visit 09/06/2023, user numbers requested, response, EA 20nr users. Re location following Sept Env committee meeting. Objection received to new location outside No.91 . Alternative location identified.
12	Mourne Avenue, Coalisland	5	Signed Application received	Site meeting held with applicant on site 13/09/2023. 2nr confirmed from Translink. DFI approved location. Gone out for nearest neighbour notifications - 8 objections received.
13	Dungannon road, Cabragh	8	All confirmed	User numbers confirmed from Translink/EA- 10nr. No objections received from nearest neighbour. DFI approved location. Put forward for recommendation.
14	Moydamlaght Road, Draperstown	8	Signed Application received	Site visit held with applicant, 15/05/2023, 8nr passengers. DFI approved site. No objections received from nearest neighbour. Put forward for recommendation.
15	Ballyronan Road, Magherafelt	8	Signed Application received	Site meeting arranged with applicant for 06/10/2023. 6nr passengers. DFI approved site. No objections received from nearest neighbour. Put forward for recommendation.
16	Lineside, Coalisland	7	Signed Application received	User numbers confirmed from Translink/EA- 20nr passengers. DFI site visit 03/10/23, approved location. No objections nearest neighbour received. Awaiting Cllr McLernon to confirm property owner No.1 Lineside as need approval for Cantilever (200mm sides) bus shelter feet and back to go behind green fence - agreement to be signed between Council and owner.

Table 5 – STAGE 9, (7 NR),

No	Location	Stage	Status / Comment	Progress status
1	Reenaderry Road, Reenaderry	9	Final Landowner agreement	Now assigned to "Property Services" for installation
2	Coagh Road, Stewartstown	9	Landowner has declined to offer land for Bus shelter. Final confirmation required.	Now assigned to "Property Services" for installation
3	William Street/Beatrice Villas, Bellaghy	9	None	Now assigned to "Property Services" for installation
4	Eglish View, Ballinderry	9	Application pending DFI Roads/Landowner meeting	Now assigned to "Property Services" for installation
5	St Colmans Park, Moortown	6	Awaiting legal Consent - NIHE	Now assigned to "Property Services" for installation and legal consents
6	Derryvale, Coalisland	6	Awaiting landowner Consent	Now assigned to "Property Services" for installation and legal consents
7	Innishrush Village	6	Awaiting legal Consent	Now assigned to "Property Services" for installation and legal consents

Table 6 – Stage 10-11 - Bus Shelters Installed (23nr)

No	Location	Stage	Status / Comment	Progress status
1	143 Omagh Road, Ballygawley	10	None	Installed
2	Millview/Dunnamore Road, Dunnamore	10	None	Installed
3	Kildrum Estate, Galbally	10	None	Installed
4	Thornhill Road, Pomeroy	10	None	Installed
5	Killeenan Road/Camlough Road/Loughdoo Road	10	None	Installed
6	Glebe Court, Castlecaulfield	10	None	Installed

7	Culnady Village	10	None	Installed
8	Stewartstown	10	None	Installed
9	Credit Union, Moygashel	10	None	Installed
10	Cappagh Village	10	None	Installed
11	Whitebridge, Ballygawley	10	None	Installed
12	Annagnaboe Road/ Washingbay Road Junction, Clonoe - 2017/006	10	None	Installed
13	Killeen, Lisaclare Road	10	None	Installed
14	Brackaville, Four Seasons Bar, Coalisland	10	None	Installed
15	Drummullan Village	10	None	Installed
16	Main Street, Bellaghy	10	None	Installed
17	Clonoe Crossroads	10	None	Installed
18	119 Millix Road, Ballygawley	10	None	Installed
19	Killeshill- A29 Ballygawley Road	10	None	Installed
20	Hillead, Stewartstown x 2	10	None	Installed
21	Garrison Road, Curran	10	None	Installed
22	The Square, Moy Village	9	None	Installed
23	Lisaclare Road, Killeen	3	None	Installed

Table 7 – Applications to be Withdrawn/ Reviewed (11Nr)

No	Location	Stage	Status / Comment	Progress status
1	Coole Road	Revisit application	New application required, original 2016	Discussion with DfI Roads to be held in light of new agreed process principals. Report at next Council Meeting
2	Main Street, Benburb	6	Review Application	Following recent DEA meeting 06/08/2021, objection status still evident in current position – recommendation – seek statutory comments on the proposed slightly adjusted position. Discussed at Statutory meeting 13/12/2021, DfI Roads to visit to review proposed location w/c 31st January 2022
3	Bellaghy, Overend's layby	6	Withdraw Application	Following recent DEA meeting 11/08/2021 - agreed to withdraw the current application
4	Meenagh Park, Coalisland	6	Withdraw Application	Application withdrawn by applicant
5	Knockloughrim Village	9	Landowner unknown for proposed site. Further investigations underway to determine landowner.	Parks Department have agreed location within their site. Nearest neighbour consultation returned, did meet required criteria to proceed. Approved, passed to Property Services 27/08/2021 for installation. Translink confirmed change of bus route with pick-up moved to the centre of village, discussed at statutory agencies meeting 13/12/2021. New shelter is not to be installed.
6	Jordan Engineering, Benburb	4	Meeting organised with Cllr Burton on site to agree location. Not agreed	Shelter application withdrawn by applicant. Unable to find suitable location for shelter
7	Fardross-Slatmore Road, Clogher	4	Signed Application received	Site meeting held 15/09/2022. Letters sent to Translink and EA for user numbers. EA 4 nr users, Translink do not use this route.
8	Old Dungannon rd, Ballygawley	9	Application rejected by DfI (Roads)	Site visit 23/08/2023, DfI Roads rejected shelter location, due to no forward sightline and adjacent bend
9	Thatch Inn, Hillhead Road	0	Presented to Translink for comment - withdraw application	Translink confirmed that no passengers are lifted in this location - not viable.
10	Derrynoyd lane, Draperstown	4	Withdraw Application	Site visit held with applicant, 15/05/2023, user numbers 1 number passenger collected Translink, Not an EA stop - not viable.
11	Cloane Road, Draperstown	4	Withdraw Application	Site visit held with applicant, 15/05/2023, user numbers 1 number passenger collected Translink, Not an EA stop - not viable.

Appendix 3 – Progress Table Summary, November 2023

TABLE	DESCRIPTION	NUMBERS
Table 1.	Applications awaiting formal application to be submitted	0Nr
Table 2.	New applications received from Last Committee Meeting	1Nr
Table 3.	Stages 2-4, <ul style="list-style-type: none"> • Stage 2, Acknowledge receipt of request • Stage 3, Site Visit • Stage 4, Contact Translink/EA for user numbers 	15Nr
Table 4.	Stages 5-8, <ul style="list-style-type: none"> • Stage 5, Report to Committee for approval • Stage 6, Identify landowner and Nearest Neighbour issued • Stage 7, Send letters for approval to DFI etc • Stage 8, Article 66 to be issued to DFI Roads 	16Nr
Table 5.	Stage 9, <ul style="list-style-type: none"> • Awaiting Installation of Bus Shelter 	7Nr
Table 6.	Stages 10/11, Installed shelters <ul style="list-style-type: none"> • Stage10, Send to GIS officer • Stage 11, Report to Council 	23Nr

Minutes of Meeting of Environment Committee of Mid Ulster District Council held on Tuesday 10 October 2023 in Council Offices, Burn Road, Cookstown and by virtual means

Members Present	Councillor Cuthbertson, Chair Councillors J Burton, J Buchanan, Cahoon, Kelly, Groogan, Mallaghan, Martin, McAleer, McElvogue, McGuigan, McNamee, Milne, Quinn, Robinson, Varsani
Officers in Attendance	Mrs Campbell, Strategic Director of Environment (SD: Env) Mr Lowry, Head of Technical Services (HoTS) Mr McAdoo, Assistant Director of Environmental Services (AD: ES) Mr Scullion, Assistant Director of Property Services (AD: PS) Miss Thompson, Committee and Member Services Officer
Others in Attendance	Agenda Item 4 – Deputation - Safe Electricity Armagh & Tyrone (SEAT)

* Denotes members and members of the public present in remote attendance

** Denotes Officers present by remote means

*** Denotes others present by remote means

The meeting commenced at 7.00 pm

The Chair, Councillor Cuthbertson welcomed everyone to the meeting and those watching the meeting through the Live Broadcast. Councillor Cuthbertson in introducing the meeting detailed the operational arrangements for transacting the business of the committee in the chamber and by virtual means, by referring to Annex A to this minute.

E208/23 Notice of Recording

Members noted that the meeting would be webcast for live and subsequent broadcast on the Council's You Tube site.

E209/23 Apologies

1 – Environment Committee (10.10.23)

None.

E210/23 Declarations of Interest

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

E211/23 Chair's Business

None.

E212/23 Deputation - Safe Electricity Armagh & Tyrone (SEAT)

The Chair, Councillor Cuthbertson advised that this presentation was postponed tonight due to a bereavement in the family of one of the presenters.

The Chair also advised of two members of staff in the Environmental Services section who have been recently bereaved and that the thoughts and prayers of the Committee were with them at this time.

Matters for Decision

E213/23 DfI Roads Proposal to Mid Ulster District Council – Traffic Calming, Moneyhaw Road, Drummullan

Members considered previously circulated report which sought agreement in relation to proposal to extend traffic calming measures at Moneyhaw Road, Drummullan.

Proposed by Councillor McNamee
Seconded by Councillor Robinson and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposal to extend traffic calming measures at Moneyhaw Road, Drummullan.

Councillor Martin stated she welcomed the proposals for traffic calming as she had met with DfI officers several times on this issue. The Councillor asked if there is a timeframe for the work to be carried out.

The Chair, Councillor Cuthbertson advised that DfI were consulting with Council on this matter and officers would have no information regarding timeframes but that

information may be contained within the recent Dfl programme of works which was presented to Council.

E214/23 Dfl Roads Proposal to Mid Ulster District Council – Disabled Person’s Parking Bay, Main Street, Clogher

Members considered previously circulated report which sought agreement in relation to proposal to introduce a Disabled Person’s Parking Bay at Main Street, Clogher.

Proposed by Councillor McNamee
Seconded by Councillor Robinson and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposal to introduce a Disabled Person’s Parking Bay at Main Street, Clogher.

E215/23 Dfl Roads Proposal to Mid Ulster District Council – No Waiting At Any Time Restriction at Granville Industrial Estate, Dungannon

Members considered previously circulated report which sought agreement in relation to proposal to introduce No Waiting At Any Time, loading or unloading at Granville Industrial Estate, Dungannon.

Proposed by Councillor McNamee
Seconded by Councillor Robinson and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposal to introduce No Waiting At Any Time, loading or unloading at Granville Industrial Estate, Dungannon.

Councillor Burton referred to the red line on the map and asked if consideration had been given to if there was a backlog of vehicles wanting to enter the premises.

The Chair, Councillor Cuthbertson stated that Council would not have considered the issue as such and that Dfl are consulting with Council on what they are proposing to do.

The Assistant Director of Property Services (AD: PS) advised that the Chair’s comments were correct and that Dfl are consulting with Council on these issues. The AD: PS stated he was unsure if this was contained within the recently presented programme of works but that he would seek clarity on the matter.

E216/23 Dfl Roads Proposal to Mid Ulster District Council – Omagh Road and Old Ballygawley Roundabout, Ballygawley 50mph Speed Limit

3 – Environment Committee (10.10.23)

Members considered previously circulated report which sought agreement in relation to proposal to introduce a reduced speed limit of 50mph speed limit at Omagh Road and Old Ballygawley Roundabout, Ballygawley.

Proposed by Councillor McNamee
Seconded by Councillor Robinson and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposal to introduce a reduced speed limit of 50mph speed limit at Omagh Road and Old Ballygawley Roundabout, Ballygawley.

E217/23 Consultation on Northern Ireland's 2030 & 2040 Emissions Reduction Targets and First Three Carbon Budgets

The Assistant Director of Environmental Services (AD: ES) presented previously circulated report which sought approval for a proposed response to a public consultation on Northern Ireland's 2030 & 2040 Emissions Reduction Targets & First Three Carbon Budgets.

Councillor McGuigan proposed the recommendation and stated that some of the items raised in the report could be brought forward to the climate change working group and community wealth building working group.

Councillor Varsani seconded Councillor McGuigan's proposal.

Resolved That it be recommended to Council to approve the proposed Carbon Budgets Consultation response as set out at appendix to report.

E218/23 Bus Shelters Update

The Head of Technical Services (HoTS) presented previously circulated report which provided update on current bus shelter status.

Councillor McAleer proposed the report and referred to decision taken at P&R Committee last week in relation to St Colmans Park. The Councillor asked for confirmation that NIHE were notified of the decision taken which is waiting on Council ratification.

The Assistant Director of Property Services (AD: PS) advised that further to decision taken at the P&R Committee last week NIHE were notified and that an extension has been granted in order for the decision to be ratified by Council at the end of the month.

Resolved That it be recommended to Council –

- That the following applications move of stage 5 of the process -
4 – Environment Committee (10.10.23)

- Dungannon Road, Cabragh,- 10nr passengers
- Ballyronan road, Magherafelt, - 6nr passengers
- Moydamlaght Road, Moneyneana,- 8nr passengers
- Moore street, Aughnacloy, - 20nr passengers (relocation of shelter as agreed at September Environment committee meeting, due to objection on previous site)
- Lineside, Coalisland,- 20+ nr passengers
- That the following applications are rejected and removed from the register -
 - Derrynoyd Road, Draperstown -1nr passenger (minimum 6nr required to progress)
 - Cloane Road, Draperstown- 1nr passenger (minimum 6nr required to progress)
 - Thatch Inn, Hillhead Road- Translink confirmed no passengers collected at this stop, not an EA stop.

Matters for Information

E219/23 Environment Committee minutes of meeting held on 12 September 2023

Members noted minutes of Environment Committee held on 12 September 2023.

E220/23 Consultation on Proposed Amendments to Fire Safety Measures of the Building Regulations

Members noted previously circulated report which advised on the Consultation by the Department of Finance, inviting a response on the proposed amendments to the fire safety measures of the Building Regulations under Part A (Interpretation and general) & Part E (Fire Safety) guidance of the Building Regulations.

E221/23 Building Control Workload

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

E222/23 Entertainment Licensing Applications

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

E223/23 Dual Language Signage Surveys

Members noted previously circulated report which advised of the result of surveys undertaken on all applicable residents on the streets/roads in response to Dual Language Signage Nameplate requests.

E224/23 Dual Language Signage Requests

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

E225/23 Launch of Community RePaint Scheme

Members noted previously circulated report which provided update on the launch of the Community RePaint / Reuse Scheme.

E226/23 Sustainability, Biodiversity and Environmental Education Update

Members noted previously circulated report which provided update on community engagement work by the Sustainability, Biodiversity and Environmental/Recycling Education team over the last six months.

Live broadcast ended at 7.15 pm.

Local Government (NI) Act 2014 - Confidential Business

Proposed by Councillor McNamee
Seconded by Councillor McAleer and

Resolved In accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst Members consider items E227/23 to E234/23.

Matters for Decision

- E227/23 Public Toilet Provision
- E228/23 Applications for Installation of Memorials on Council Property
- E229/23 IST Award – Connecting Pomeroy Work Package 6 – Civil Work Trail Improvements

Matters for Information

- E230/23 Environment Committee Confidential Minutes of meeting held on 12 September 2023
- E231/23 Rationalisation of Recycling Centres and Grass Cutting Working Group Update
- E232/23 Capital Framework – ICT Contracts Update
- E233/23 Capital Framework – IST Contracts Update
- E234/23 Capital Projects – Scoping Contracts Update

E235/23 Duration of Meeting

6 – Environment Committee (10.10.23)

The meeting was called for 7.00 pm and ended at 7.45 pm.

CHAIR _____ DATE _____

Annex A – Introductory Remarks from the Chairperson

Good evening and welcome to the Council's [Policy & Resources/Environment/Development] Committee in the Chamber, [Dungannon/Magherafelt] and virtually.

I specifically welcome the public watching us through the Live Broadcast. The Live Broadcast will run for the period of our Open Business but will end just before we move into Confidential Business. I let you know before this happens.

Just some housekeeping before we commence. Can I remind you:-

- If you have joined the meeting remotely please keep your audio on mute unless invited to speak and then turn it off when finished speaking
- Keep your video on at all times, unless you have bandwidth or internet connection issues, where you are advised to try turning your video off
- If you wish to speak please raise your hand in the meeting or on screen and keep raised until observed by an Officer or myself
- Should we need to take a vote this evening I will ask each member to confirm whether they are for or against the proposal or abstaining
- When invited to speak please introduce yourself by name to the meeting
- For any member attending remotely, if you declare an interest in an item, please turn off your video and keep your audio on mute for the duration of the item
- If referring to a specific report please reference the report, page or slide being referred to
- Lastly, I remind the public and press that taking photographs of proceedings or using any means to enable anyone not present to see or hear proceedings, or making a simultaneous oral report of the proceedings are not permitted

Thank you and we will now move to the first item on the agenda

Report on	Best Kept Awards 2023
Date of Meeting	14 th November 2023
Reporting Officer	Mark McAdoo, Assistant Director, Environmental Services
Contact Officer	Eunan Murray, Neighbourhood Operations Manager - South

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

1.0	Purpose of Report
1.1	To inform members on the results of the NI Amenity Council Best Kept Awards 2023.
2.0	Background
2.1	The Northern Ireland Amenity Council (NIAC) Best Kept Awards, now in their 66th year, celebrate areas that are taking action to protect and care for their local environment, creating safer, cleaner, healthier and more sustainable places to live, work and play.
2.2	Participating towns, villages and housing areas are judged on a range of criteria, including floral displays, grass roots environmental projects and an absence of litter and graffiti. Judges also look for underlying evidence of community participation in other environmental initiatives, including the promotion of recycling and wildlife conservation.
3.0	Main Report
3.1	Approval was also granted previously (at January Environment Committee) to enter the following towns and villages in the Northern Ireland Best Kept Awards 2023: <ol style="list-style-type: none"> 1. Dungannon 2. Cookstown 3. Magherafelt 4. Coalisland 5. Maghera 6. Tobermore 7. Donaghmore 8. Swatragh 9. Caledon 10. Stewartstown 11. Castlecaulfield
3.2	The Awards, sponsored by George Best Belfast City, were announced at Mossley Mill, Newtownabbey on the 18th of October where over 100 representatives from towns and villages across the province congregated for the ceremony.

3.3	There was again great success for the Mid Ulster district with Magherafelt (Medium Town) and Donaghmore (Small Village) all picking up 2 nd place in their respective categories. Stewartstown was also rewarded for its' efforts receiving both the Most Improved Village and the Best Kept Large Village runners up awards.
3.4	In addition to the Village awards two Housing areas within Mid Ulster also picked up awards; namely Coolnafranky Park, Cookstown (Best Kept Medium Housing Area) and Windsor Place, Coagh (Best Kept Small Housing Area).
3.5	These results are testament to the hard work/efforts of the local community groups and residents as well as the Neighbourhood Operations teams within Environmental Services.
Other Considerations	
4.1	Financial, Human Resources & Risk Implications
	Financial: Within existing resources.
	Human: Within existing resources.
	Risk Management: N/A
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	Members are asked to note the contents of this report.
6.0	Documents Attached & References
6.1	Appendix 1 – Photos of 2023 Best Kept Award winners/representatives

Photographs of Best Kept Awards 2023

Best Kept Small Village Runner Up – Donaghmore



Best Kept Medium Town Runner Up – Magherafelt



Best Kept Small Housing Area – Windsor Place Coagh



Best Kept Medium Housing Area – Coolnafranky Cookstown



Best Kept Large Village Runner Up & Most Improved 2023 - Stewartstown



Report on	Recycle Week 2023
Date of Meeting	14 th November 2023
Reporting Officer	Mark McAdoo, Assistant Director, Environmental Services
Contact Officer	Karl McGowan, Waste and Sustainable Development Manager

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

1.0	Purpose of Report
1.1	To update members on the activities carried out for Recycle Week 2023.
2.0	Background
2.1	The Recycling Team carries out environmental education and awareness activities throughout the Mid Ulster district to promote recycling and reduce waste to landfill.
2.2	Recycle Week, established in 2004, is an annual initiative coordinated by WRAP (Waste Resources Action Programme), who manage the national recycling campaign under the Recycle Now brand. WRAP asks partners within the waste management sector including local authorities and businesses to promote Recycle Week to stakeholders and the general public.
2.3	This year, Recycle Week celebrated its 20 th anniversary and encouraged children, families and whole communities to get involved. The campaign for schools encouraged the country's children to partake in fun activities throughout Recycle Week, with a focus on local authorities and partners to share the central message.
3.0	Main Report
3.1	This year's Recycle Week ran from Monday 16 th October to Sunday 22 nd October, with the theme being, 'The Big Recycling Hunt', focusing on "missed capture". This was chosen to get people thinking about the items they should be recycling, focusing particularly on items that are often "missed" when it comes to the blue bin such as shampoo bottles, empty aerosols and plastic takeaway containers.
3.2	Bespoke resources were launched for partners to download and use during Recycle Week with messaging aimed around the most common items from the home that are missed when it comes to recycling, and to encourage positive behaviour change towards recycling more of the right things more often.

3.3	Recycle Week activities in Mid Ulster included a series of school visits, tours of Drumcoo Recycling Centre, a litter-pick with local business, social media posts and news item on the Council website with an accompanying press release.
3.4	<p>Details/timeline of all activities carried out during Recycle Week are as follows:</p> <ul style="list-style-type: none"> • 9th Oct: Social Media post and article on the Councils website ahead of Recycle Week to raise awareness of this year's campaign. • 16th Oct (1): Social Media post marking the beginning of Recycle Week, reiterating Mid Ulster District Councils commitment to reducing the use of single use plastics by joining Northern Ireland Water's #Refillution campaign, featuring photography with Chair of Environment Committee. Reusable water bottles were made available to staff in exchange for signing a pledge to make a personal commitment to always use a reusable water bottle and refill from the tap. • 16th Oct (2): Council facilitated clean up around Granville Industrial Estate involving volunteers from Dunbia Group. • 16th Oct (3): Visit to New Row Primary School, Castledawson. Meeting with the schools new Eco Team to help with recycling initiatives throughout the school. Over 150 children engaged in a series of recycling talks delivered to various class groups throughout the day. • 17th Oct (1): Visit to St Patrick's Primary School, The Loup. Approximately 110 children from P3-P7 engaged in a series of recycling talks delivered to individual class groups throughout the day. • 17th Oct (2): Pupils from Howard PS, Dungannon, visiting Drumcoo Recycling Centre (two separate sessions) for a tour of the Recycling Centre and Transfer Station to learn more about what happens to their waste and recyclable materials. • 18th Oct (1): Additional class groups with pupils from Howard PS, Dungannon, visiting Drumcoo Recycling Centre as above. • 18th Oct (2): Visit to Phoenix Integrated Primary School, Cookstown. Approximately 200 children from P1-P7 engaged in a recycling assembly delivered to the whole school. • 18th Oct (2): Social media post reminding residents to recycle their bathroom bottles once empty (shampoo, conditioner, bubble bath, shower gel). • 19th Oct (1): Visit to Donaghmore Primary School. Approximately 85 children from P1-P7 engaged in a recycling assembly delivered to the whole school.

	<ul style="list-style-type: none"> • 19th Oct (2): Visit to St John’s PS, Swatragh. Children from P1-P4 and P5-P7 engaged in separate recycling assemblies delivered to both groups. Approximately 195 pupils in total. • 20th Oct (1): Social media post reminding residents to recycle their empty plastic tubs from takeaway trays to butter tubs, fruit punnets and plastic meat trays. Reminder to rinse them out and put in the blue bin. • 20th Oct (2): Visit to Churchill PS, Caledon. Approximately 100 children from P1-P7 engaged in a recycling assembly delivered to the whole school. • 20th Oct (3): Visit to Aughnacloy College Year 9 Food Waste Talk.
4.0	Other Considerations
4.1	<p><u>Financial & Human Resources Implications</u></p> <p>Financial: None</p> <p>Human: Recycling Officers have spent a substantial amount of time on the various forms of communication and activities carried out for Recycle Week.</p>
4.2	<p><u>Equality and Good Relations Implications</u></p> <p>None</p>
4.3	<p><u>Risk Management Implications</u></p> <p>None</p>
5.0	Recommendation(s)
5.1	Members are asked to note the content of this report.
6.0	Documents Attached & References
6.1	Appendix 1 Recycle Week 2023 Press release
6.2	Appendix 2 Social media posts and imagery published during Recycle Week 2023
6.3	Appendix 3 Photographs from school activities etc. attended by Recycling Officers

Recycle Week: This year Mid Ulster is joining The BIG Recycling Hunt.

Now in its twentieth year, Recycle Week is the nation's biggest annual celebration of recycling.

This Recycle Week, Recycle Now and Mid Ulster District Council are launching a fun mission for primary school children with the arrival of: **The Big Recycling Hunt.**

Recycle Week is calling on children aged 5 to 11 in Mid Ulster to take the lead in protecting our planet. With a week of fun activities, the campaign wants to empower the youth to become active participants in building a sustainable future.

"The Big Recycling Hunt", the central theme of this year's campaign, promises to shine a bright spotlight on "missed capture." This nationwide hunt aims to engage children and families in the quest to find 'lost recyclables' that too often find their way into the rubbish bin. By focusing on commonly missed items such as empty aerosols, plastic cleaning product bottles, plastic toiletry bottles, plastic pots and tubs, and food tins, Recycle Now wants to foster a deeper understanding of recycling in the younger generation.

Harriet Lamb, CEO of WRAP, says: *"The importance of this initiative extends beyond Recycle Week. By empowering children with the knowledge and tools to become recycling advocates, we are not only nurturing the future but also ensuring a healthier and more sustainable world for all. Join us in celebrating Recycle Week and empowering the next generation of environmental champions!"*

Craig Stephens, Campaign Manager for Recycle Now, *"By recycling even better we can have a big impact on our environment. In Mid Ulster it's no different – more and more people are recycling, so the next step is to make sure we hunt down these missed items and get our recycling right. So come on, Mid Ulster, keep up the great work and let's make the District's recycling better than ever before!"*

Chair of the Environment Committee, Cllr Clement Cuthbertson, is encouraging everyone across Mid Ulster to make real efforts to continue with and increase their recycling efforts.

"Mid Ulster Council has achieved consistently high recycling rates year after year which proves how committed our residents are to recycling. However, there is still more we can do. When we're using our Blue Bins to recycle we should make sure we're including all of the correct items. Unfortunately we still see a percentage of recyclable items ending up in our black bins such as empty aerosols, plastic cleaning product bottles,

plastic toiletry bottles, plastic pots and tubs, and food tins; all of which should be in our blue recycling bins. We would encourage all residents across Mid Ulster to join the Big Recycling Hunt and get those items out of the black bin and into the blue. If we continue to make a real effort towards recycling and increase our actions we can increase our recycling rate further which also helps to protect our environment and tackle the wider issues we face such as climate change. ”

Recycling doesn't have to be confusing. To find out what can be recycled in your area, use Recycle Now's Recycling Locator: [Recycle an Item | Recycle Now](#) or visit www.midulstercouncil.org/recycling or email recycling@midulstercouncil.org

To find out more about Recycle Week and The Big Recycling Hunt visit [The Action Pack](#).

To find out more about Recycle Week visit www.recyclenow.org.uk/RecycleWeek

ENDS

Notes to editors

[Click here](#) to download Recycle Week images (under embargo until 16th October)

About Recycle Week:

- First staged in 2004, Recycle Week is now the UK's largest national annual recycling campaign. It's a week where citizens, media, local governments, and brands come together to meet one goal; to galvanise everyone into recycling more of the right things, more often. www.recyclenow.com/RecycleWeek

About Recycle Now:

- For more than twenty years, Recycle Now has encouraged and motivated citizens to recycle more things, more often, from around the home. Using ground-breaking research and behaviour change science, we develop interventions and campaigns to motivate citizens to change their behaviour. [Recycle Now is the citizen facing recycling campaign of climate action NGO WRAP.](#)

Recycle Week Sponsors

For the fourth year running, major brands are putting their support behind Recycle Week by sponsoring to help fund it. 2023 sponsors include: Arla Foods, Boots, Danone and Tesco.

Social Media Posts Recycle Week 2023

 **Mid Ulster District Council**
9 Oct · 🌐

Recycle Week 2023 – Join The Big Recycling Hunt!


Recycle Week 2023 will take place between 16-22 October 2023. This year's theme - The Big Recycling Hunt - focuses on "missed capture": the items that can be recycled but are commonly missed in the home.

This year Recycle Week is celebrating its 20th anniversary and will be inspiring children, families and whole communities to get involved. To find out more, visit: <https://schools.recyclenow.com/>




COMING SOON
THE BIG RECYCLING HUNT
16-22 OCTOBER
#RecycleWeek 




 Write a comment...   

 **Mid Ulster District Council**
17 Oct · 🌐

To launch [#RecyclingWeek](#), 16 – 22 October, the Council joined up with volunteers from local companies [Dunbia Group](#) and [Biffa](#) yesterday, Monday 16 October, for a successful litter pick around the Granville Industrial Estate and surrounding area.

For more information on community litter picks, email environmentalservices@midulstercouncil.org or request via the [Bin-Ovation Limited](#) app.



 Like  Comment  Share

Mid Ulster District Council
16 Oct · 🌐

The Council is committed to significantly reducing the use of single use plastic. We have joined the Northern Ireland Water #Refillution campaign and would like to encourage everyone to commit to refilling their water bottle to avoid the use of any single use plastic. By switching to reusable bottles, we can all help reduce plastic waste!

Why not take the NI Water Refillution pledge and start saving water and cutting down on single-use plastics today?

"I promise I'll do my very best to:

- ✓ Always refill from the tap
- ✓ Always use a reusable bottle
- ✓ Remember to carry my reusable bottle with me
- ✓ Tell my friends about the #Refillution
- ✓ Get involved! #Jointherefillution #Refillution



Mid Ulster District Council
18 Oct · 🌐

Hey wash-and-goers, when you're done shampooing, RECYCLE those empty bottles.

The Big Recycling Hunt is on so don't let those shampoo bottles give you the slip. Join our nationwide hunt and keep these bathroom bottles out of the rubbish bin. Whether it's bubble bath, shower gel, shampoo or conditioner, once they're empty put them in the recycling.

Join the #BigRecyclingHunt and find out what else you should hunt for with our Recycling Locator:
www.recyclenow.com/RecycleWeek #RecycleWeek



Like Comment Share

Mid Ulster District Council
6 d · 🌐

Hey foodies, when you're done with the takeaway, RECYCLE that empty tray.

The Big Recycling Hunt is on. We're not letting those takeaway trays get away. You can recycle most takeaway trays as well as butter tubs, fruit punnets and plastic meat trays. When you find one, just rinse it out and pop it in the recycling.

Join the #BigRecyclingHunt and find out what else you should hunt for with our Recycling Locator:
www.recyclenow.com/RecycleWeek #RecycleWeek



Like Comment Share

Recycle Week Monday 16th October 2023



Recycle Week Tuesday 17th October 2023



Recycle Week Wednesday 18th October 2023



Recycle Week Thursday 19th October 2023



Recycle Week Friday 20th October 2023



Report on	Town Centre Footpath Snow/Ice Clearance Agreement
Date of Meeting	14th November 2023
Reporting Officer	Mark McAdoo, Assistant Director, Environmental Services
Contact Officer	Eunan Murray, Neighbourhood Operations Manager - South

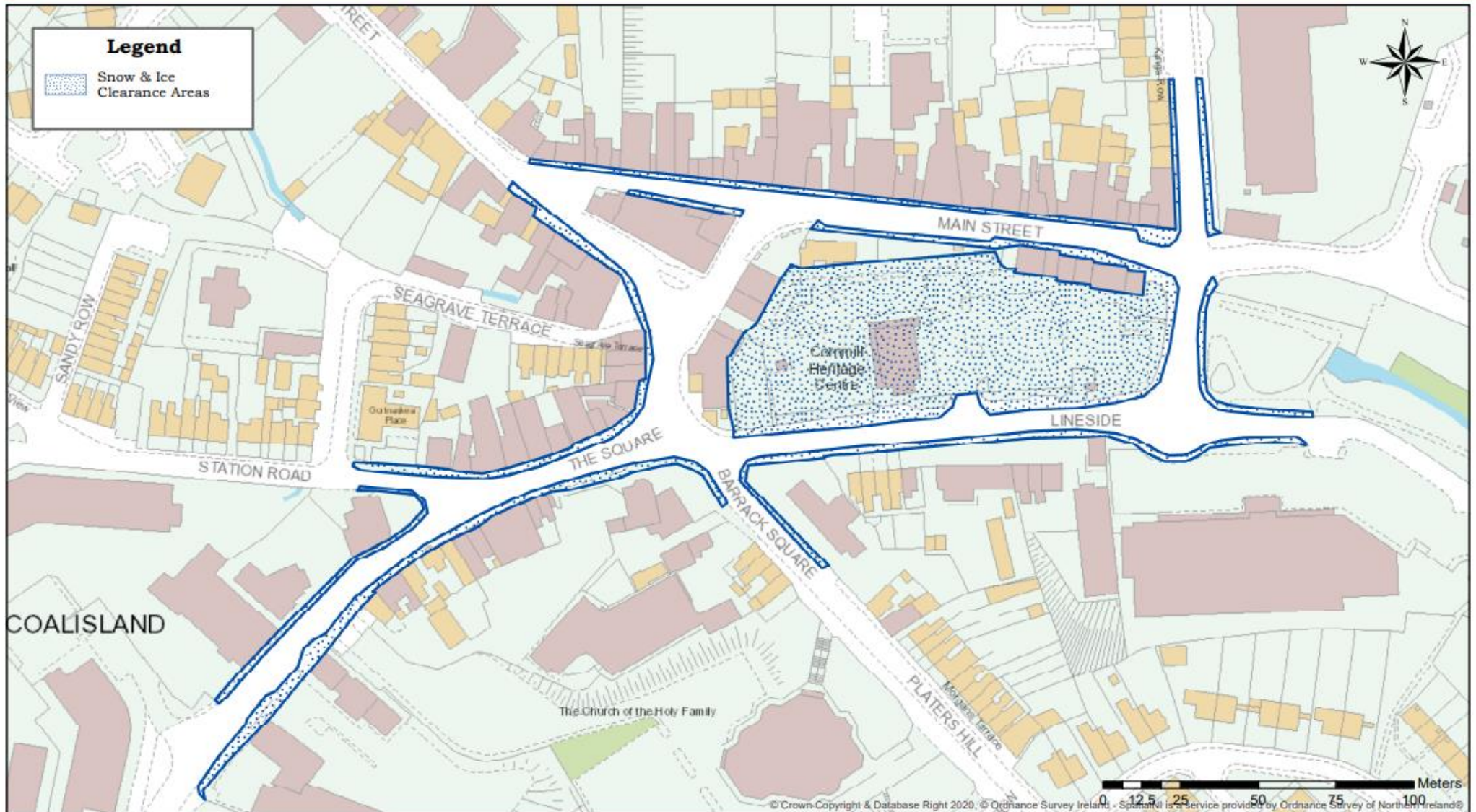
Is this report restricted for confidential business? If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	X

1.0	Purpose of Report
1.1	To inform members of the rolling annual winter maintenance agreement with DfI in relation to the treatment of footpaths in the main town centres within Mid Ulster.
2.0	Background
2.1	By virtue of Article 9 of the Roads (N Ireland) Order 1993 the Department for Infrastructure (DfI) is empowered to take such steps as it considers reasonable and practicable to prevent snow or ice interfering with the safe passage of persons using a road and for that purpose may enter into agency arrangements with any persons for the treatment of roads affected by snow and ice.
2.2	The Council is empowered by Sections 104 and 105 of the Local Government Act (NI) 1972 to exercise functions on behalf of and to enter into arrangements with a government department for the supply of services.
2.3	For the 2022/23 winter season an agreement was reached between Council and Department for Infrastructure (DfI) Roads to facilitate the treatment of footways within the core retail centres of the five largest towns within the Mid Ulster District.
2.4	It should also be noted that the agreement was triggered twice during the 2022/23 winter season; from 11th to 16th December 2022 and 19th to 20th January 2023.
2.5	The agreement reached reflected the legal basis and the operational experience in operating such an arrangement over previous years. The agreement can be extended annually and it is proposed to do so for the 2023/24 winter season.
3.0	Main Report
3.1	The main conditions contained within the agreement are summarised below:

3.2	<p>a) During extreme weather conditions following heavy snowfall or prolonged freezing Council will assist the Department with works on the footways and pedestrian areas contained in the five main town/settlements.</p> <p>b) Works will be carried out by Council only on receipt of a request from the Department and in circumstances when it is practicable for the Council to respond.</p> <p>c) The request will come from Department's Section Engineer to the Council's nominated representative.</p> <p>d) The Department shall provide any salt free of charge.</p> <p>e) The Council shall only provide a response to requests during normal operational hours of the street cleansing workforce, except in the case of an emergency or by mutual agreement.</p> <p>f) The Department shall indemnify and keep indemnified the Council to the extent that the Department enjoys indemnity under Article 9 (3) of the Roads (NI) Order 1993.</p> <p>g) The duration of the agreement for the 2023/24 winter season will be from 1st November 2023 to 31st March 2024.</p> <p>Maps highlighting the core retail areas to be treated are included in the appendix.</p>
4.0	Other Considerations
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: Implementation of the agreement should incur little additional cost to the Council as it seeks to utilise street cleansing and grounds maintenance operatives, and other service resources which would otherwise have been engaged in their normal operations save for extreme conditions following heavy snowfalls or prolonged freezing. The amount payable to Council for 2022/23 will be £2,503.31.</p> <p>Human: Staff time in managing the agreement, liaising with DfI and in carrying out and supervising any operational activity on the ground when the agreement is enacted.</p> <p>Risk Management: It should be noted that the Council has no statutory duty in relation to the clearance of ice and snow from footways; that responsibility lies with DfI. The clearance of footways at times of extreme ice and snow from the main town centre assists in the free movement of people and therefore supports the economic cores in our town centres. This helps reduce the impact of extreme winter weather and reduces the associated economic and social risks.</p>

4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	Members are requested to note the content of this report.
6.0	Documents Attached & References
6.1	Appendix 1 – Core retail maps for town centre snow/ice clearance operations.

Coalisland Snow & Ice Clearance Areas



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

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Cookstown Snow & Ice Clearance Areas

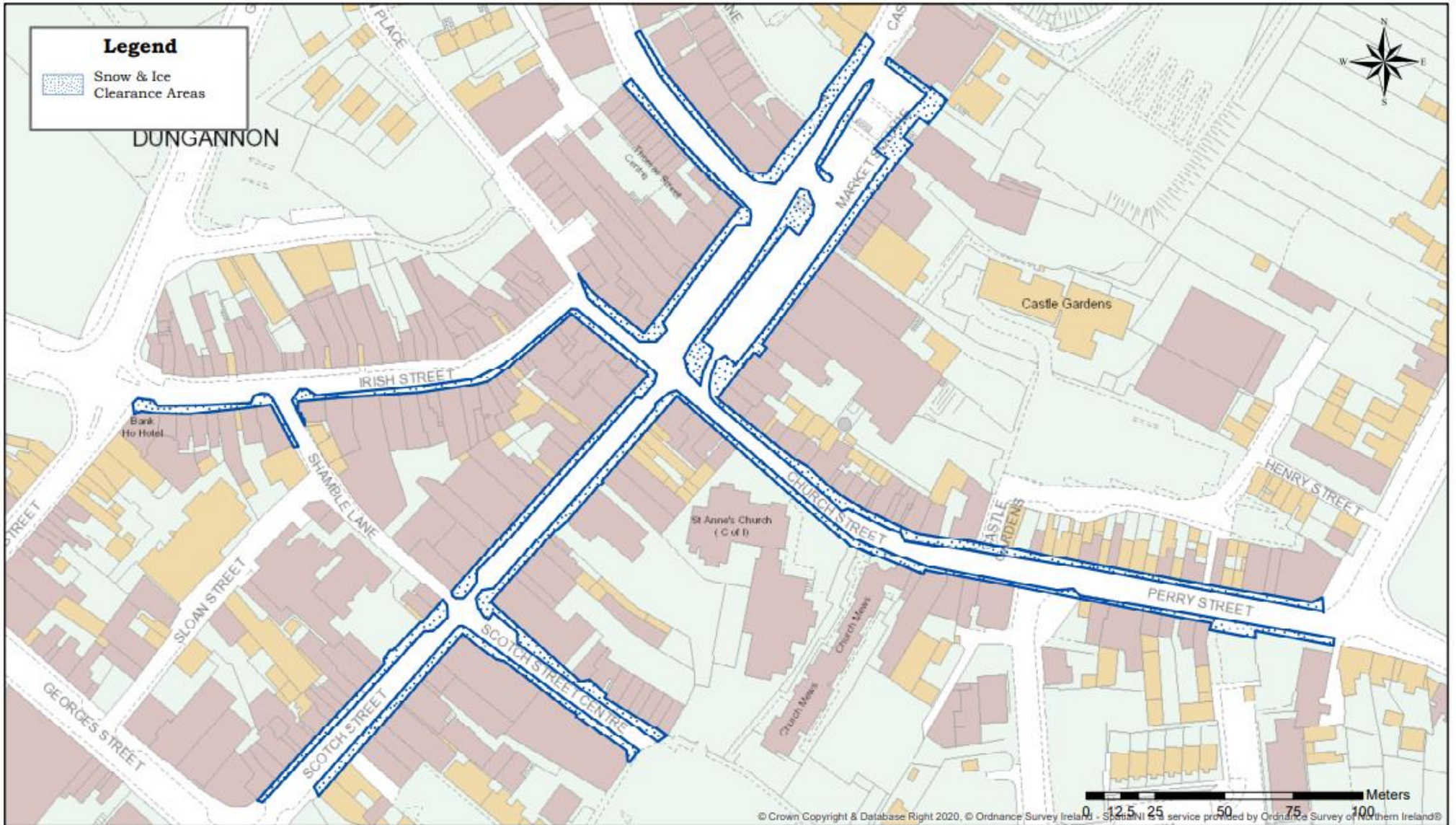


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Dungannon Snow & Ice Clearance Areas

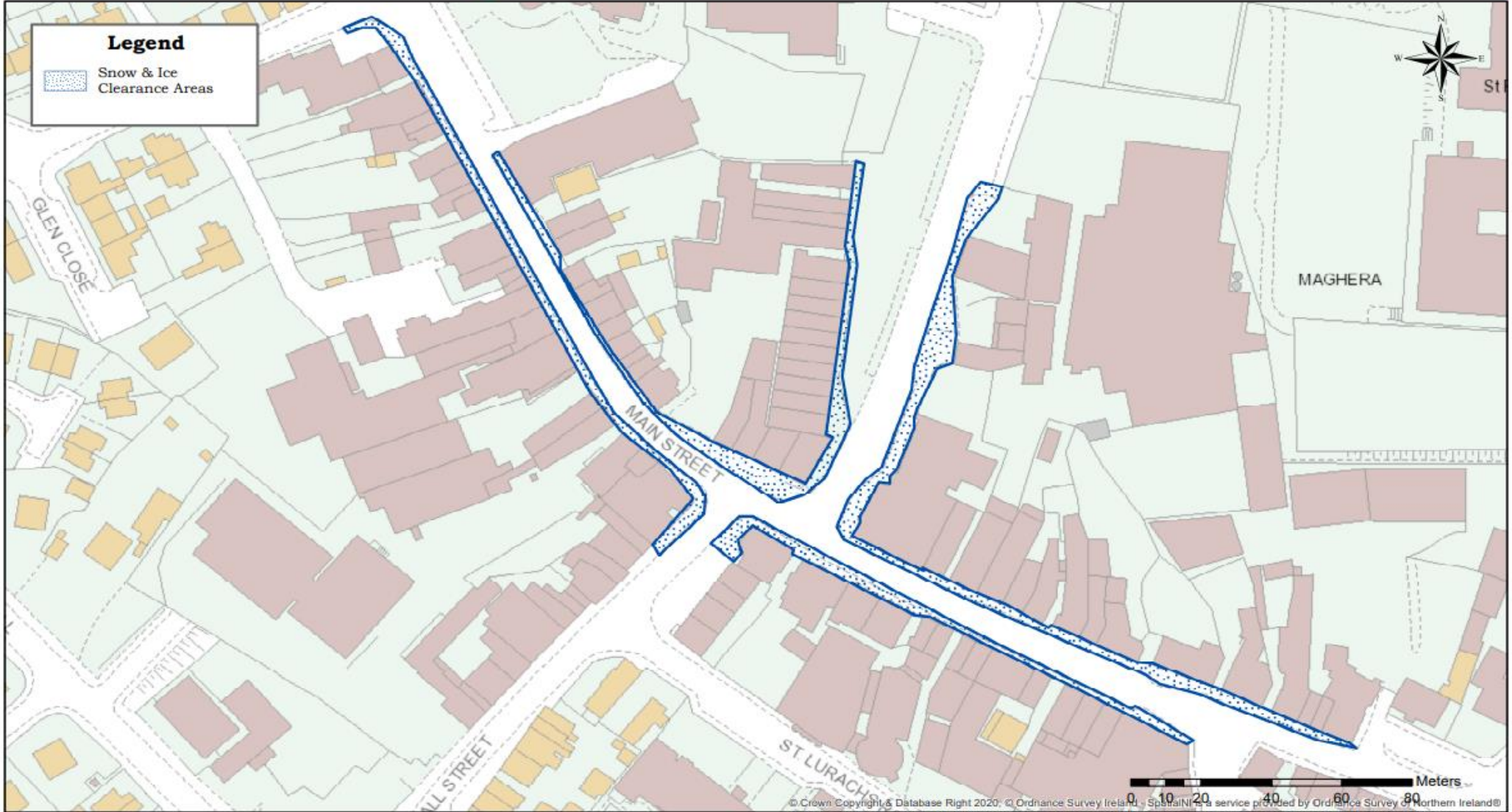


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Maghera Snow & Ice Clearance Areas

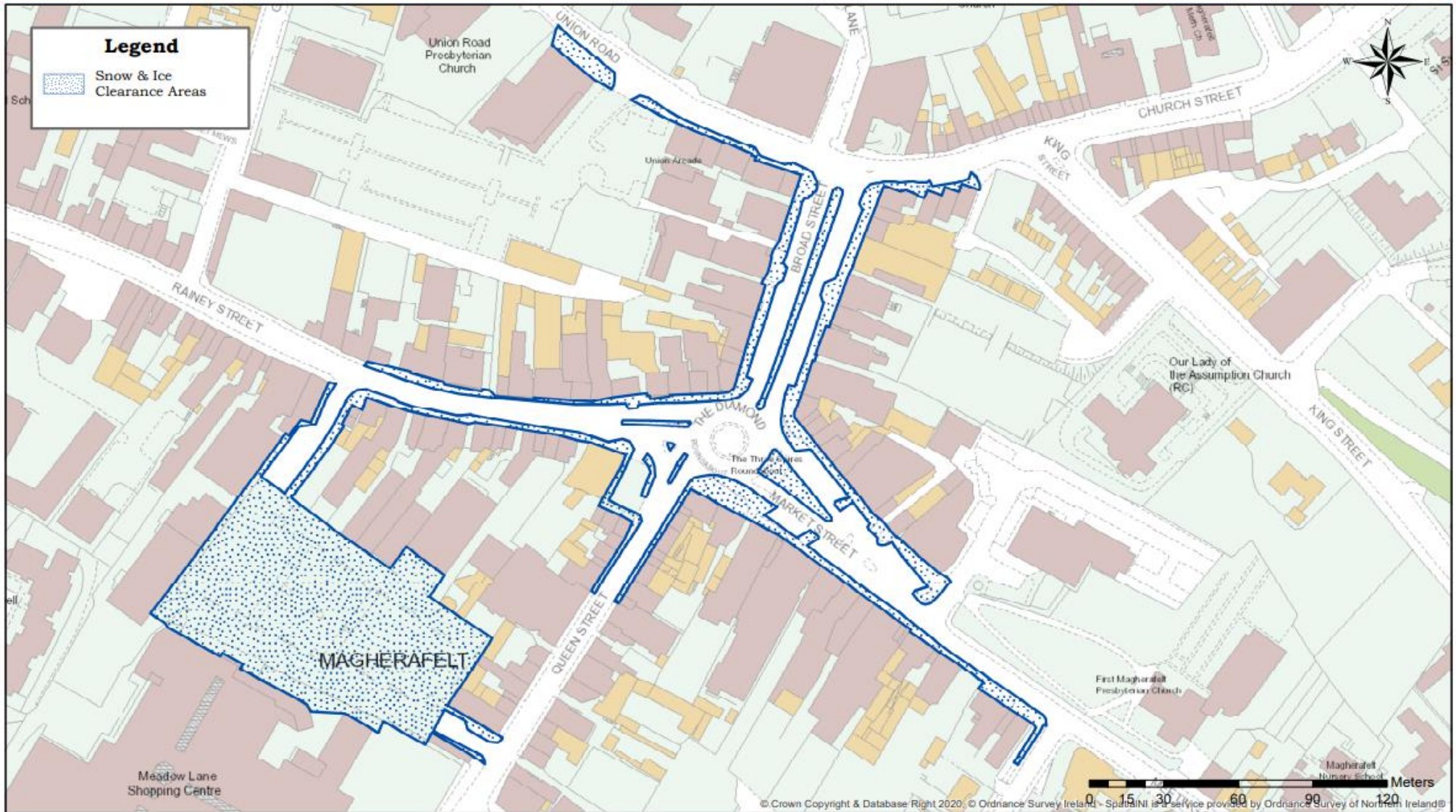


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Magherafelt Snow & Ice Clearance Areas



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Author: John Paul Devlin
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Report on	Tullyvar Joint Committee Update
Date of Meeting	14th November 2023
Reporting Officer	Mark McAdoo, Assistant Director, Environmental Services
Contact Officer	Karl McGowan, Waste and Sustainable Development Manager

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

1.0	Purpose of Report
1.1	To provide members with an update on the business of the Tullyvar Joint Committee.
2.0	Background
2.1	Tullyvar Joint Committee is a formal Committee initially established in 1992 under the former constituent Councils of Dungannon & South Tyrone Borough Council and Omagh District Council under Section 19 of Local Government Act (NI) 1972. Five member/representatives from Mid Ulster and Fermanagh & Omagh Councils now serve on the Joint Committee which is supported by senior Officers from each of the two Councils.
3.0	Main Report
3.1	A meeting/AGM of the Tullyvar Joint Committee was held on 11th October 2023. A copy of the agenda and a copy of the latest Committee report/papers including minutes of the previous meeting held on 29th March 2023 are attached for members' information.
3.2	The next Joint Committee (bi-annual) meeting will take place during March 2024.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: None
	Human: None
	Risk Management: None
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A

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



Tullyvar Landfill Site AGM
Wednesday 11th October 2023, 10.00 am
Tullyvar (and via MS Teams)

A G E N D A

1. Election of Chair
2. Election of Vice-Chair
3. Annual Financial Review
4. Frequency of AGMs
5. AOB

TULLYVAR JOINT COMMITTEE – 11th OCTOBER 2023

ANNUAL FINANCIAL REVIEW

1. Overview Summary for 2022/23

During this period some further minor site mothballing and landscaping works were carried out including the final grading of the Cell 4 banks and cleaning of the surface water settlement pond. Capping works which had been officially completed in June 2020 allowed for a significant portion of the site to be planted with 8,800 trees. This tree planting was aided by a grant from the Forest Expansion Scheme with a further £2,298 received during the year to cover Year 2 maintenance and some replacement planting costs.

Approx. 4,000 tonnes of leachate were treated and discharged to Cookstown Sewage Treatment Works, with a further approx. 5,200 tonnes treated through the sites Integrated Constructed Wetlands.

Approx. 2.29 GWhrs of electricity was produced using the sites landfill gas, resulting in a royalty payment of £54,591.50 from Renewable Power Systems.

2. Profit & Loss Account

Draft accounts for the 2022/23 financial year have been prepared with the main points summarised below. Please note that some figures may be subject to minor changes as they are currently with auditors for review.

- Total income of approx. £63,782 was received, the majority of which was the royalty payment for the sites electricity generation. This compares to a budget of £89,698 with the variation of £25,916 due to the reduction in income from electricity generation. Following the closure of the site in October 2008 landfill gas production has fallen steadily but at a faster rate than originally predicted.
- Operational expenses (not including depreciation and provisions) for the year were approx. £162,073 compared to a budget of £184,748. This underspend of £22,675 can mainly be attributed to reduced spending on leachate tankering and treatment. The top 5 expenses are listed below:
 - Salaries & Wages - £33,881
 - Leachate Tankering & Treatment - £26,075
 - Heating & Light - £21,670
 - Environmental Monitoring - £19,814
 - Fees - £11,697

3. Balance Sheet

The balance sheet figures as of the 31st of March 2023 are presented below:

Current Assets	-	£753,104.88
Current Liabilities	-	£133,264.64
Net Current Assets / Liabilities	-	£619,840.24

Other Items:

Cash on Account	-	£688,780.18
Projected Discounted Gas Income	-	£88,293.82
Projected Discounted C & A Costs	-	£449,485.64



Tullyvar Landfill Site Joint Committee Meeting
Wednesday 11th October 2023, 10.00 am
Tullyvar (and via MS Teams)

A G E N D A

1. Confirmation of the Minutes of the Meeting on Wednesday 29th March 2023.
2. Matters arising from the Minutes.
3. Update from Assistant Director Environmental Services / Site Managers Report
4. Date of next meeting to be agreed:
 - Suggested date Wednesday 14th February 2024.
5. AOB

**MINUTES OF TULLYVAR JOINT COMMITTEE MEETING HELD ON WEDNESDAY
29th MARCH 2023 AT 2.00PM AT TULLYVAR**

PRESENT:

COUNCILLORS: Councillor Graham (MUDC), Councillor McGuigan (MUDC)

OFFICERS: M McAdoo (MUDC)
K McGowan (MUDC)
S McAvoy (FODC)
P Bradley (MUDC)

APOLOGIES: Councillors McAleer (MUDC), Thompson (FODC), Garrity (FODC)
AM Campbell (MUDC), J News (FODC).

Meeting commenced at 2.10pm and was chaired by Cllr Graham.

**1. CONFIRMATION OF MINUTES – AGM/ORDINARY MEETINGS –
TUESDAY 4th OCTOBER 2022**

The minutes of the above meetings were adopted.

Proposed by Councillor Graham
Seconded by Councillor McGuigan and agreed.

2. MATTERS ARISING FROM THE MINUTES

None.

3.0 FINANCIAL MATTERS

3.1 6-month Financial Review 2022/23 & 2023/24 Budget Report

The Site Manager presented the 6-month Financial Review 2022/23 and the proposed 2023/24 budget.

It was noted that neither Council would be expected to make any additional financial contribution in the short term as there are adequate reserves. From 2030 a minimal contribution may be required.

By 2038 the site would be in a state that the licence could be surrendered. There are enough funds in reserves to 2030 and then there will be minimal expenses to 2038.

4.0 UPDATE REPORT FROM ASSISTANT DIRECTOR ENVIRONMENTAL SERVICES / SITE MANAGERS REPORT

The Site Manager's report, copy previously circulated, was considered, reference being made to the undernoted:

4.1 Site Operational Update

4.1.1 Leachate Treatment

It was confirmed that between September 2022 and February 2023 approximately 70 tonnes of leachate per week was discharged to Cookstown Sewage Treatment Works.

4.1.2 Annual NI Water compliance report

The Annual NI Water compliance report for 2022 was received in January and Tullyvar was deemed compliant.

4.1.3 Electricity Generation

A further year of electricity generation was completed at the end of May 2022 in which the site generated 2.29 GWHrs of electricity. A further royalty payment of £54,591.50 was received in March from Renewable Power Systems, bringing the total income to date from landfill gas to approximately £1,440M.

4.2 Closure & Aftercare Provisions

The Site Manager summarised the Closure & Aftercare Provisions.

Cllr McGuigan enquired about the Local Authority Deed. It was noted that the Local Authority Deed was originally signed with NIEA so that if Council walked away then NIEA had the right to remediate the site. At the start the site was to be maintained for 60 years and the Local Authority Deed was a figure of £3m, this was basically an insurance policy for NIEA. In 2019 the maintenance period was revised to 2038 and the Deed value was revised to £1.396m. This has now been revised again to a Deed value of £585k. This was done through MUDC but also had to go through FODC for approval. The Addendum for Tullyvar states that MUDC and FODC have 50% joint responsibility.

4.3 Adoption of the Report

The Site Manager's report was adopted.

Proposed by Councillor Graham
Seconded by Councillor McGuigan and agreed.

5.0 DATE OF NEXT MEETING

It was agreed to convene the next meeting on **Wednesday 13th September 2023**. Venue to be confirmed.

6.0 ANY OTHER BUSINESS

None.

TULLYVAR JOINT COMMITTEE – 29th MARCH 2023

SITE MANAGER'S REPORT

1. Site Operational Update

Between September 2022 and February 2023 approx. 70 tonnes of leachate per week was discharged to Cookstown Sewage Treatment Works. The Annual NIWater compliance report for 2022 was received in January and Tullyvar was deemed compliant, the main results of which are detailed in the table below:

Parameter	Annual Average	Limit	Compliance Score
Ammoniacal Nitrogen	63 mg/l	400 mg/l	100%
Chemical Oxygen Demand	538 mg/l O ₂	2000 mg/l O ₂	100%
Suspended Solids	65 mg/l	500 mg/l	100%
pH	Min 5.28 / Max 8.15	Min 5 / Max 10	100%

A further year of electricity generation was completed at the end of May 2022 in which the site generated 2.29 GWhrs of electricity. A further royalty payment of £54,591.50 was received in March from Renewable Power Systems, bringing the total income to date from landfill gas to approx. £1,440M.

2. Financial Matters

A budget has been prepared by Officers for the 2023/24 period, the projected operational expenditure for the coming financial year is £170,070, a decrease of approx. 8% to reflect the further winding down of site operations. The major costs in the next financial year are £37,884 for leachate haulage, salaries and wages of £37,884, environmental monitoring costs of £19,200, electricity at £16,000, and management charges of £11,000. Some costs have increased due to the increase in energy costs, salaries and wages but have been offset from reduced leachate haulage and fees.

Site income for the year is estimated at £52,620 from the predicted electricity generation royalties. This gives a net expenditure for the year of £117,450 which will be funded from the sites reserves.

The full budget and details first 6 months expenditure of the 22/23 financial year are detailed in Appendix 2. At the end of the first 6 months of the current financial year the site had £796,052.37 in its bank current account / reserves so additional funding from the two Councils will not be necessary for the foreseeable future.

3. Closure & Aftercare Provisions

Due to the potential environmental impact of large waste facilities it is necessary to model the long term financial liabilities and make provision for this liability in the Councils annual audited accounts. These models were reviewed in 2019 by the consulting engineers, WDR & RT Taggart with a view to more accurately predicting the number of years that the site must be managed for. This resulted in a reduction in the number of years from 60 to 19 with the permit being surrendered in 2038. The sites must meet a number of closure criteria before the PPC Permits may be surrendered and a detailed computer model of the site is developed to predict when these criteria are likely to be achieved. The modelling takes into consideration the

surrounding geology of the site, its lining system and the types and volumes of waste accepted at the site among other things. Council officers have carried out updated reviews annually since this, with the latest one submitted to the NIEA in June 2022.

It is also a regulatory requirement for large waste facilities to have a financial bond in place to safeguard against operators going bankrupt or otherwise abandoning the site post closure. This would leave the Northern Ireland Environment Agency (NIEA) responsible for any clean-up or aftercare of the site. Local authorities are able to use a Local Authority Deed Agreement in lieu of a financial bond and at previous reviews the 2 councils established a joint Local Authority Deed Agreement with the NIEA. The value of these bonds / local authority deed agreements are typically based on the financial models generated for each site.

The value of the Deed is currently £1,396,596 and has decreased significantly to £585,524 as a result of the most recent review. In practice the NIEA will be very unlikely to exercise this Deed as Tullyvar is well provisioned for restoration and aftercare and both Councils are keenly aware of their environmental responsibilities at the site. The revised deeds have signed and sealed by Mid Ulster District Council and will be forwarded to the NIEA once they have been countersigned and sealed by Fermanagh & Omagh District Council.

Appendix 1 – Interim Financial Review

1. Income & Expenditure

Interim accounts for the first 6 months of the 2022/23 financial year have been prepared with the main points summarised below. Please note that some figures may be subject to minor changes before being submitted to auditors.

- There was no income in the first 6 months, however, £54,591.50 has since been received as a gas royalty payment from Renewable Power Systems.
- Operational expenses for the first 6 months totalled £70,813.29 compared to a budget of £96,624.00. The main apparent underspends were for leachate related expenses and NIEA permit fees, however, some costs in these categories are due before the end of the year so any underspend at year end will not be as significant. The top 5 expenditure items are listed below:

▪ Salaries & Wages	£16,166.00
▪ Environmental Monitoring	£9,640.34
▪ Rates	£8,418.81
▪ Leachate Tankering & Treatment	£8,013.12
▪ Heating & Light	£7,927.38

2. Balance Sheet

The balance sheet figures as of the 30th September 2022 are presented below:

Current Assets	-	£881,052.37
Current Liabilities	-	£183,734.63
Net Current Assets / Liabilities	-	£697,317.74

Other Items:

Cash on Account	-	£796,052.37
Closure & Aftercare Provision	-	£203,720.32

Appendix 2 – 6 Month Accounts and Proposed 2023/24 Budget

Account Code	Expense Description	2022/23 6 Mts TD*	2022/23 Budget	2023/24 Budget
2176	SALES	0	0	0
2991	DEPOSIT A/C INTEREST	0	0	0
2501	GAS GENERATION INCOME	0	(89,698)	(52,620)
4990	MISC INCOME	0	0	0
	1 Total	0	(89,698)	(52,620)
2004	SALARIES & WAGES	16,166	31,500	33,886
2006	LEACHATE TREATMENT	8,013	57,658	37,884
2009 & 2117	MANAGEMENT CHARGE	5,500	11,000	11,000
2010	RATES	8,419	8,500	8,500
2011	INSURANCE	5,220	10,500	10,500
2012	HEAT & LIGHT	7,927	12,000	16,000
2018	REPAIRS & RENEWALS GENERAL	1,922	5,000	5,000
2021	REPAIRS VEHICLES	140	1,500	1,500
2024	BANK CHARGES	13	50	50
2029	TELEPHONE	0	300	300
2031	ADVERTISING	0	0	0
2030 & 2032	POST & STATIONERY	0	50	50
2033	COMPUTER SOFTWARE	0	0	0
2039	HIRE OF EQUIPMENT	0	4,340	4,800
2040	PROTECTIVE CLOTHING	0	300	300
2041	BLINDING MATERIALS	0	0	0
2035 & 2048	FEES & LEGAL FEES	420	12,500	9,000
2054	FUELS & OILS	4,377	4,000	6,000
2060	TRAVEL & SUBSISTENCE	0	1,000	1,000
2061 & 2145	TRANING & CONFERENCES COURSES	(20)	750	0
2070	CHEMICALS	660	2,000	2,000
2072	WATER	118	500	500
2073	SITE ENGINEERING	2,298	2,000	2,500
2081	LANDFILL TAX ON BLINDING	0	0	0
2104	SAMPLES	9,640	19,200	19,200
2300	MISCELLANEOUS	0	100	100
8100	BAD DEBT WRITE-OFF/RECOVERED	0	0	0
8102	PROVISION FOR BAD DEBT	0	0	0
	2 Total	70,813	184,748	170,070
	Grand Total	70,813	95,050	117,450

TULLYVAR JOINT COMMITTEE – 11th OCTOBER 2023

SITE MANAGER'S REPORT

1. Site Operational Update

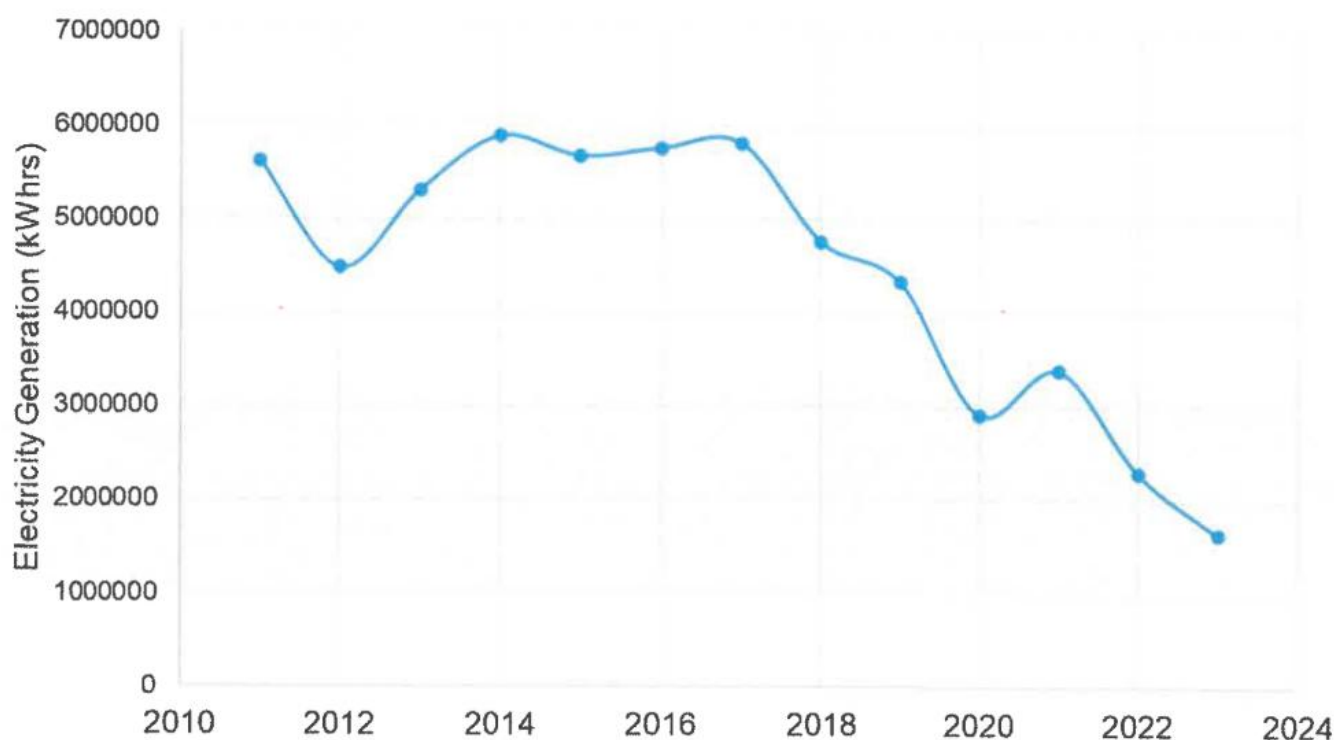
Between March and September 2023 approx. 85 tonnes of leachate per week was discharged to Cookstown Sewage Treatment Works. The Annual NIWater compliance report for the first 6 months of 2023 was received in July and Tullyvar was deemed compliant, the main results of which are detailed in the table below:

Parameter	Annual Average	Limit	Compliance Score
Ammoniacal Nitrogen	47 mg/l	400 mg/l	100%
Chemical Oxygen Demand	409 mg/l O ₂	2000 mg/l O ₂	100%
Suspended Solids	47 mg/l	500 mg/l	100%
pH	Min 6.27 / Max 7.65	Min 5 / Max 10	100%

Some further minor site mothballing and landscaping works were carried out over the summer including the final grading of the Cell 4 banks and cleaning of the surface water settlement pond. Indiwoods were on-site over the summer to carry out maintenance on the new woodlands which included hand weeding and the replacement of any dead trees. This work was grant aided from the Forest Expansion Scheme with a further £2,100 due to be received for Year 3 maintenance.

A further year of electricity generation was completed at the end of May 2023 in which the site generated approx. 1.64 GWhrs of electricity. The royalty payment from Renewable Power Systems is calculated at £61,155.55, bringing the total income to date from landfill gas to approx. £1.52M. The graph below shows the historical gas generation since electricity generation began on-site in May 2010.

Electricity Generation Chart



2. Review of Financial Provisions

Due to the potential environmental impact of large waste facilities, it is necessary to model the long term financial liabilities and make provision for this liability in the Councils annual audited accounts. The modelling takes into consideration the costs of leachate treatment, environmental monitoring and landfill gas management, among other things. The latest review was submitted to the NIEA in June 2022.

It is also a regulatory requirement for large waste facilities to have a financial bond in place to safeguard against operators going bankrupt or otherwise abandoning the site post closure. Local authorities can use a Local Authority Deed Agreement in lieu of a financial bond and this deed is currently valued at £585,524. The revised deeds have now been signed and sealed by both Councils and approved by the NIEA.

During the preparation and audit of the sites accounts it was felt that there should be discussion at the Joint Committee Meeting on funding of the sites long term environmental liabilities. To inform these discussions site Management will prepare projections of the sites future spending prior to the next meeting in February to be reviewed and discussed in conjunction with the 23/24 annual budget.

3. Approach by OPES MRF 2013 Ltd.

The Council has received correspondence from SC Legal on behalf of OPES MRF 2013 Ltd. with a proposal to acquire Tullyvar Landfill Site, along with the other 2 Mid Ulster Landfill Sites, Magheraglass and Ballymacombs. They has been initially informed that any decision on this would have to considered/agreed by the Tullyvar Joint Committee prior to Environment and Council approval by both Councils as joint owners.

The proposal is for OPES MRF 2013 Ltd. to purchase the site for a nominal amount of £1 and assume all current and future site liabilities. They further propose a royalty of £3 per tonne for all waste that goes into the site over the weighbridge as monitored by monthly reports. They will be solely responsible for all costs associated with obtaining the relevant planning permissions and dealing with all permitting matters including the setting up of any required financial provisions need to establish the site as a usable landfill. They will also bear the costs of cell engineering including lining, installation of leachate systems and gas infrastructure as well as capping and restoration to include planting schemes together with all other relevant operating costs.

OPES MRF 2013 Ltd is a UK supplier of integrated waste management and environmental services. The company owns and operates a range of treatment facilities, including Finmere Quarry Landfill and MRF in Buckinghamshire and have recently purchased another landfill and recycling business in Colchester. The company was established in 2013 and has 30 direct employees with an annual turnover of approx. £22 million.

Approval is requested to engage with SC Legal and provide the initial documents requested i.e. site permits, ownership documents etc... for their review. The Committee will be kept apprised of any further developments on this issue at future meetings along with a more detailed assessment of the merits of the offer.

Report on	Ulster in Bloom Competition 2023
Date of Meeting	14 th November 2023
Reporting Officer	Mark McAdoo, Assistant Director, Environmental Services
Contact Officer	Eunan Murray, Neighbourhood Operations Manager - South

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

1.0	Purpose of Report
1.1	To update members on the Translink Ulster in Bloom competition results for 2023.
2.0	Background
2.1	This annual competition promotes achievement and excellence in horticulture, amenity and environmental sustainability and is important in recognising the high quality local environments in which we live and work. The awards encourage towns and villages in Northern Ireland to look their best thereby boosting civic pride across the province
2.2	This was the 45th year of the Ulster in Bloom Competition, celebrating horticultural excellence in cities, towns and villages right across Northern Ireland with the aim of boosting civic pride by officially recognising beautiful plant and floral displays and demonstrating collaboration between community groups, businesses and Councils.
3.0	Main Report
3.1	This years' competition attracted 106 location entries representing all the Council areas. As previously approved entries were made for the following towns/villages in Mid Ulster: <ol style="list-style-type: none"> 1. Dungannon 2. Cookstown 3. Magherafelt 4. Coalisland 5. Maghera 6. Tobermore 7. Donaghmore 8. Swatragh 9. Caledon
3.2	The judging panel comprises professional horticulturists, lecturers, florists, members of Conservation Volunteers and judges with N.I. Group of Flower Arranging Societies.
3.3	The results of the 2023 competition were announced at a special event in Lisburn Lagan Valley Civic Centre, attended by Chair, on Wednesday 5 October. It is very pleasing to report that Mid Ulster district dominated in the Villages award category with Donaghmore winning first prize, followed by Caledon as runner-up and Swatragh in third place.

3.4	Speaking at the results event, Translink Chairman Dr Michael Wardlow said: “Translink prides itself in helping ensure everyone is better connected and the annual Ulster in Bloom awards are a fantastic example of what can be achieved when communities come together and put community spirit into action. On behalf of Translink, I’d like to congratulate all our Ulster in Bloom winners and participants, their hard work and the hours spent planning, planting and pruning help greatly improve the local environment in our cities, towns and villages.”
3.5	Photographs of the Village award winners from Mid Ulster are included in the appendix.
Other Considerations	
4.1	Financial, Human Resources & Risk Implications
	Financial: Within existing resources.
	Human: Within existing resources.
	Risk Management: N/A
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	Members are asked to note the contents of this report.
6.0	Documents Attached & References
6.1	Appendix 1 – Photos of Translink Ulster in Bloom 2023 Award winners from Mid Ulster

Photographs of Translink Ulster in Bloom Village Awards 2023

1st Place Donaghmore



2nd Place Caledon



3rd Place Swatragh



Report on	Building Control Workload
Date of Meeting	14 th November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	P J Fox, Building Control Development Manager

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

1.0	Purpose of Report		
1.1	To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council.		
2.0	Background		
2.1	<p>Building Control applications are received in three different forms:-</p> <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>		
3.0	Main Report		
3.1	Workload Analysis	October 2023	Accumulative 2023/24
	Total number of Applications	161	1056
	Full plans applications received.	44	345
	Building Notices applications received	88	593
	Regularisation applications received.	29	118
	Estimated value of works submitted	£9,018,978	£74,475,848
	608	4,240	

	Number of inspections carried out by Building Control Officers		
	Commencements	191	1,254
	Domestic Dwellings	39	361
	Domestic alterations and Extensions	135	766
	Non-Domestic work	17	127
	Completions	145	871
	Domestic Dwellings	44	283
	Domestic alterations and Extensions	96	549
	Non-Domestic work	5	39
	Property Certificates Received	169	1163
3.2	It should be noted from the Workload Analysis in 3.1, that the full range of applications are being received and administered in accordance with our procedures criteria.		
3.3	However, there is a reduction of approximately 15% in new applications received for the same period in 2022 although a change in the Building Regulations in June 2022 had inflated application numbers last year for this period.		
4.0	Other Considerations		
4.1	Financial, Human Resources & Risk Implications		
	Financial: Within Current Resources		
	Human: Within Current Resources		
	Risk Management: None		
4.2	Screening & Impact Assessments		
	Equality & Good Relations Implications: None		

	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	Members are requested to note the content of this report.
6.0	Documents Attached & References
6.1	Appendix 1 – List of significant applications received by the Building Control Service

Significant Developments Report November 2023 Environment Committee

Applicant	Location of Development	Details of Development	Estimated value of development
Teban Holdings Ltd	Adj. to 61 Coash Road, Ballynakilly, Dungannon	Erection of 12 Dwellings (Ave floor area 115m ²) B.C. fee - £3,805.65	£1,765,020
McGrogan Contracts Ltd	Off Blackpark Road, Toomebridge.	Erection of 11 Dwellings (Ave floor area 120m ²) B.C. fee - £3,586.95	£1,688,280
Cunningham Covers	Unit 6, Glenshane Industrial Park, 42 Tobermore Road Maghera	Extension to Existing Production Factory. (Floor Area 1553m ²) B.C. fee - £5,590.51	£1,042,063
NIFRS	7 Fair Hill, Maghera.	Refurbishment of Fire Station B.C. fee - £4,440	£800,000

Report on	Entertainment Licensing Applications
Date of Meeting	14 November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Colm Currie, Senior Building Control Officer

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

1.0	Purpose of Report
1.1	To update Members on Entertainment Licensing applications across Mid Ulster District Council.
2.0	Background
2.1	The Council has responsibility for licensing places of entertainment in accordance with The Local Government (Miscellaneous Provisions) (NI) Order 1985. Entertainment Licensing applications are received on a continued basis across the District. Statutory consultations are carried out with PSNI and NIFRS for each Entertainment Licence application (grant or renewal) submitted.
3.0	Main Report
3.1	<p>As previously agreed a list of applications received (see Appendix 1) and for all grant/renewal of Entertainment Licences in Mid Ulster District Council which are attached (see Appendix 2). 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> <p>1 A current Fire Risk Assessment detailing the following:</p> <ul style="list-style-type: none"> (a) means of escape from premises (b) management responsibilities for day to day safety aspects (c) details of review on an annual basis <p>The fire risk assessment submitted is audited by the inspecting officer.</p> <p>2 Electrical certification is required for the following:</p> <ul style="list-style-type: none"> (a) General electrical installation (b) Emergency lighting system (c) Fire alarm system

	<p>3 Details of current public liability insurance for premises</p> <p>4 Copy of public advertisement in local press</p>
3.2	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.
3.3	<p>Areas which would be inspected are as follows:</p> <ol style="list-style-type: none"> 1. Means of escape from the venue i.e. Final Exit Doors and Easy Opening Devices are satisfactory and escape routes are free from obstruction etc. 2. All floor, wall, and ceiling coverings are in compliance and in good condition 3. All firefighting equipment are correctly positioned and serviced as required. 4. The general condition of the premises is satisfactory. 5. All management documentation is in place.
3.4	Entertainment licensing applications have continued to be processed where possible including statutory consultations with external Bodies as required by legislation.
3.5	Licences have been issued where inspections had been completed and all points requiring attention have been addressed.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: Within Current Resources
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	Members are requested to note the content of this report.

6.0	Documents Attached & References
6.1	Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences for October.
6.2	Appendix 2 – Schedule of Entertainment Licence applications which have been granted/renewed for October.

Appendix 1–Schedule of applications received for the Grant/Renewal/Variation of Entertainment Licences October 2023

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
D Jardine	The Gas Works	7-13 Perry Street Dungannon	Annual	Monday To Thursday From 11.00 To 01.00 Friday & Saturday From 11.00 To 01.30 Sunday From 12.00 To 00.00	430
NP Bryson	Bryson's Bar & Restaurant	28 Union Road Magherafelt	Annual	Monday To Saturday From 11.30 To 01.30 Sunday From 12.30 To 00.00	356

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
Glasgowbury	Cornstore Creative Hub	20a High Street Draperstown	14 Unspecified Days	Monday To Thursday From 19.00 To 23.00 Friday & Saturday From 19.00 To 01.00 Sunday From 19.00 To 22.00	200
P Scullion	The Black Sheep	102 Loup Road Moneymore	Annual	Monday To Friday From 16.00 To 23.00 Saturday From 12.00 To 02.00 Sunday From 12.00 To 23.00	100

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
L Bradley	The Back Door Bar	35 Main Street Maghera	Annual	Monday To Saturday From 11.30 To 01.00 Sunday From 12.30 To 00.00	150
G McCulloch	St Swithin's Church Hall	47 Church Street Magherafelt	14 Unspecified Days	Monday To Sunday From 18.00 To 00.00	380
M Sharma	Church Street Brasserie	19-23 Church Street, Magherafelt	Annual	Monday To Saturday From 12.00 To 01.00 Sunday From 12.00 To 00.00	145
R McMenemy	Moygashel Orange Hall	59 Main Street Moygashel	Annual	Monday To Friday From 09.00 To 01.30 Saturday From 09.00 To 23.59	100

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
D Devlin	Cavanakeeran Community Hub	38 Cavanakeeran Road, Pomeroy	14 Unspecified Days	Monday to Sunday From 09.00 To 01.00	420
C Martin	Cartwheel Bar	25 James Street Cookstown	Annual	Monday To Saturday From 11.30 To 01.30 Sunday From 12.00 To 01.00	92
P Crozier	St Treas GAA Hall	243 Shore Road Maagherafelt	Annual	Monday To Sunday From 09.00 To 02.00	300
C McGlone	Cosy Inn	36 Rainey Street Magherafelt	Annual	Monday To Saturday From 11.30 To 02.00 Sunday From 12.30 To 02.00	120

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
R Lagan	Watty Grahams GAC	62 Tirkane Road Maghera	Annual	Monday To Thursday From 08.00 To 02.00 Friday To Sunday From 08.00 To 01.00	655
M Bradley	The Dugout Bar	94 Main Street Maghera	Annual	Monday To Saturday From 11.30 To 01.00 Sunday From 12.30 To 01.00	80
F O'Donnell	Galbally Community Centre	40 Lurgylea Road Dungannon	Variation	Monday to Thursday From 06.00 To 00.00 Friday to Saturday From 06.00 To 01.00 Sunday From 06.00 To 00.00	955

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
D M McCullough	Johnston Hall - Rainey Endowed School	79 Rainey Street Magherafelt	14 Unspecified Days	Monday To Friday From 16.00 To 00.00 Saturday From 00.00 To 00.00	260
D M McCullough	Rainey Sports Complex	79 Rainey Street Magherafelt	14 Specified Days	Monday To Sunday From 16.00 To 00.00	720
Fr L Boyle	Drummullan Parish Hall	81 Moneyhaw Road Moneymore	14 Unspecified Days	Monday To Friday From 18.00 To 22.00 Saturday To Sunday From 10.00 To 22.00	300
K Quill	Mountain View Barn	14 Kirley Road Maghera	14 Specified Days	2 December 2023 From 20.00 To 01.00	500

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
C Lawn	Lavery's Bar	2 Ardboe Road Moortown	Annual	Monday to Thursday From 12.00 To 23.00 Friday and Saturday From 12.00 To 00.00 Sunday From 12.00 To 23.00	110

Appendix 2 – Schedule of Entertainment Licence applications which have been Granted/Renewed in October 2023

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
R Huey	Kildress Parish Hall	6a Wellbrook Road, Cookstown	Any 14 Unspecified Days	Monday To Friday From 12.00 To 01.00 Saturday From 12.00 To 00:00
K Corley	Aghaloo Community Centre	70 Moore Street, Aughnacloy	Annual	Monday To Thursday From 09.00 To 22.00 Friday To Saturday From 09.00 To 00:00 Sunday From 09.00 To 23.00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
P McGuckin	The Canal End	10-12 The Square, Coalisland	Annual	Monday To Saturday From 12.00 To 00.00 Sunday From 12.00 To 00:00
W McCracken	Desertcreat Church Hall	4 Desertcreat Road, Cookstown	Any 14 Unspecified Days	Monday To Sunday From 09.00 To 00.00
R McGlone	The Topsy Tap	26-28 Queen Street, Magherafelt	Annual	Monday To Saturday From 11.30 To 01.30 Sunday From 12.30 To 01:30

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
L Richardson	Old Clubhouse	20 Maghera Road, Tobermore	Any 14 Unspecified Days	Monday To Saturday From 11.00 To 01.00 Sunday From 11.00 To 01:00
J Mulholland	Michael Davitts GAC	37 Garvagh Road, Swatragh	Annual	Monday To Sunday From 12.00 To 01.00
Desertmartin Select Vestry (S Hudson)	Desertmartin Parish Hall	19 Dromore Road, Desertmartin	Any 14 Unspecified Days	Monday To Sunday From 12.00 To 00.00
W Dallas	Coagh United FC	11 Ballinderry Bridge Road, Cookstown	Annual	Monday To Sunday From 11.00 To 00.00
R Forbes	Thirsty J's	86 Chapel Street, Cookstown	Annual	Monday To Sunday From 12.00 To 01.00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
P Gervin	Gervin's Bar	1 Barrack Square, Coalisland	Annual	Monday To Saturday From 11.30 To 01.00 Sunday From 12.00 To 00:00
Rev E O'Neill	Coalisland Parochial Centre	12 Stewartstown Road, Coalisland	Any 14 Unspecified Days	Monday To Sunday From 19.30 To 01.30
S Boyle	Cosy Corner Bar	68 Gulladuff Road, Gulladuff	Annual	Monday To Saturday From 11.30 To 01.00 Sunday From 12.30 To 22:00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
P Quinn	The Battery Bar	201 Battery Road, Cookstown	Annual	Monday To Saturday From 11.30 To 00.00 Sunday From 12.20 To 00:00
Shooters Amusement Centre Ltd	Shooters Amusement Centre	5 Thomas Street, Dungannon	Annual	Monday To Sunday From 09.00 To 00.00
D Begley	Killeeshill Community Centre	216 Ballygawley Road, Dungannon	Any 14 Unspecified Days	Monday To Sunday From 11.00 To 02.00
G Walls	St Mary's Parochial Hall	53 Knocknagin Road, Desertmartin	Annual	Monday To Sunday From 09.00 To 02.00
Tobin Ltd	Greenvale Hotel	57 Drum Road, Cookstown	Annual	Monday To Sunday From 12.00 To 01.00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
E McGovern	Tirgan Community Recreation & Social Club	36 Tirgan Road, Moneymore	Annual	Monday To Sunday From 10.00 To 01.00
Mrs I Russell	Holy Trinity School	9-29 Chapel Street, Cookstown	Any 14 Unspecified Days	Monday 23 October 2023 From 19.30 To 22.00 Tuesday 24 October 2023 From 19.30 To 22.00 Wednesday 25 October 2023 From 19.30 To 22.00 Thursday 26 October 2023 From 19.30 To 22.00

Report on	Dual Language Signage Surveys
Date of Meeting	14 November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Colm Currie, Senior Building Control Officer

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

1.0	Purpose of Report
1.1	To advise Members on the result of surveys undertaken on all applicable residents on the streets/roads in response to Dual Language Signage Nameplate requests.
2.0	Background
2.1	In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English.
2.2	The Policy for Street Naming and Dual Language Signage – Section 6.0 (See Appendix 1) as adopted forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets.
2.3	In accordance with the Policy as adopted, all occupiers as listed on the Electoral Register residing on the street/road as noted below were canvassed, by post seeking their views on the request to erect dual-language street nameplates in the Irish Language as requested in each case.
3.0	Main Report
3.1	The Building Control Service within the Environment Directorate issued occupiers of the undernoted street, correspondence seeking their views on the request to erect a dual-language street nameplate.

3.2

Completed surveys were received by the return date and the outcome is as follows:

Name of Street	Drumullan Manor, Drumullan
Language Requested	Irish
Date Request Validated	10/08/2023
Survey Request Reported to Environment Committee	12/09/2023
Surveys Issued	15/09/2023
Surveys returned by	13/10/2023
Survey Letters Issued	17
Survey Letters Returned	10
Replies in Favour	10
Replies not in Favour	0
Invalid	0
Valid Returns	10
Percentage in Favour	100%

In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are in favor of the erection of a dual language street nameplate, it is confirmed that the dual language nameplates at Drumullan Manor, Drumullan will be erected.

Name of Street	Crosspatrick Road, Drumullan
Language Requested	Irish
Date Request Validated	20/07/2020
Survey Request Reported to Environment Committee	12/09/2023
Surveys Issued	15/09/2023
Surveys returned by	13/10/2023
Survey Letters Issued	2
Survey Letters Returned	2
Replies in Favour	2
Replies not in Favour	0
Invalid	0
Valid Returns	2
Percentage in Favour	100%

In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are in favor of the erection of a dual language street nameplate, it is confirmed that the dual language nameplates at Crosspatrick Road, Drumullan will be erected.

Name of Street	Altnaveagh Road, Augher
Language Requested	Irish
Date Request Validated	25/07/2023
Survey Request Reported to Environment Committee	12/09/2023
Surveys Issued	15/09/2023
Surveys returned by	13/10/2023
Survey Letters Issued	15
Survey Letters Returned	9
Replies in Favour	8
Replies not in Favour	0
Invalid	1
Valid Returns	8
Percentage in Favour	100%

In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are in favor of the erection of a dual language street nameplate, it is confirmed that the dual language nameplates at Altnaveagh Road, Augher will be erected.

Name of Street	Lisnawery Road, Augher
Language Requested	Irish
Date Request Validated	10/08/2023
Survey Request Reported to Environment Committee	12/09/2023
Surveys Issued	15/09/2023
Surveys returned by	13/10/2023
Survey Letters Issued	46
Survey Letters Returned	20
Replies in Favour	12
Replies not in Favour	8
Invalid	0
Valid Returns	20
Percentage in Favour	60%

In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are in favor of the erection of a dual language street nameplate, it is confirmed that the dual language nameplates at Lisnawery Road, Augher will be erected.

	<table border="1"> <tr> <td>Name of Street</td> <td>Lismore Road, Ballygawley</td> </tr> <tr> <td>Language Requested</td> <td>Irish</td> </tr> <tr> <td>Date Request Validated</td> <td>10/08/2023</td> </tr> <tr> <td>Survey Request Reported to Environment Committee</td> <td>12/09/2023</td> </tr> <tr> <td>Surveys Issued</td> <td>15/09/2023</td> </tr> <tr> <td>Surveys returned by</td> <td>13/10/2023</td> </tr> <tr> <td>Survey Letters Issued</td> <td>20</td> </tr> <tr> <td>Survey Letters Returned</td> <td>13</td> </tr> <tr> <td>Replies in Favour</td> <td>7</td> </tr> <tr> <td>Replies not in Favour</td> <td>4</td> </tr> <tr> <td>Invalid</td> <td>2</td> </tr> <tr> <td>Valid Returns</td> <td>11</td> </tr> <tr> <td>Percentage in Favour</td> <td>64%</td> </tr> </table> <p>In accordance with the Dual Language Signage Nameplates Policy, where more than 51% of the completed replies returned by occupiers indicate that they are in favor of the erection of a dual language street nameplate, it is confirmed that the dual language nameplates at Lismore Road, Ballygawley will be erected.</p>	Name of Street	Lismore Road, Ballygawley	Language Requested	Irish	Date Request Validated	10/08/2023	Survey Request Reported to Environment Committee	12/09/2023	Surveys Issued	15/09/2023	Surveys returned by	13/10/2023	Survey Letters Issued	20	Survey Letters Returned	13	Replies in Favour	7	Replies not in Favour	4	Invalid	2	Valid Returns	11	Percentage in Favour	64%
Name of Street	Lismore Road, Ballygawley																										
Language Requested	Irish																										
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Replies not in Favour	4																										
Invalid	2																										
Valid Returns	11																										
Percentage in Favour	64%																										
4.0	Other Considerations																										
4.1	Financial, Human Resources & Risk Implications																										
	Financial: Within Current Resources																										
	Human: Within Current Resources																										
	Risk Management: None																										
4.2	Screening & Impact Assessments																										
	Equality & Good Relations Implications: None																										
	Rural Needs Implications: None																										
5.0	Recommendation(s)																										
5.1	That Members note the result of the survey for application of Dual Language Nameplates in Irish for the street as detailed below.																										
5.2	Where more than 51 % of occupiers that respond indicated that they were in favour of the erection of a dual language signage, nameplates will be erected. The following street names met these criteria:																										

	<ol style="list-style-type: none"> 1. Drumullan Manor, Drummullan 2. Crosspatrick Road, Drumullan 3. Altnaveagh Road, Augher 4. Lisnawery Road, Augher 5. Lismore Road, Ballygawley
6.0	Documents Attached & References
6.1	Appendix 1 - Policy for Dual Language Nameplate Signage
6.2	Appendix 2 - Dual Language Nameplate Translation for each Street/Road.

Policy on Dual Language Nameplate Signage

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 1		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
Equality Screened by	Principal Building Control Officer	Date	27/04/21
Equality Impact Assessment	N/A	Date	
Good Relations	N/A		
Approved By	Environment Committee	Date	11/05/21
Adopted By	Council	Date	27/05/21
Review Date		By Whom	
Circulation	Councillors, Staff		
Document Linkages			

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1.0 **Introduction**

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

- (i) Erection of dual language Street signage

2.0 **Policy Aim & Objectives**

2.1 **Policy Aim:** To ensure that requests for the erection of dual language nameplate signage for existing streets are delivered in a fair, equitable and consistent manner.

2.2 **Policy Objectives:**

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Signage requirements.
- To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English.
- To facilitate a process that considers requests from residents to have their street sign displayed in their chosen language as well as in English.

3.0 **Policy Scope and Legislative Framework**

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

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

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

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

4.0 Linkage to Corporate Plan

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

5.0 Dual Language Signage Nameplates

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

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

5.3 Criteria - General

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

1. Have regard to any views on the matter expressed by occupiers of the street.
2. For the purposes of the policy, surveys will be issued to all occupiers (the age of 18 or over) of each dwelling where any person resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which is numbered directly off the adjoining street, hereafter referred to as 'property'. Only the views of the occupiers aged 18 or over for each property that is occupied and listed on the Electoral Register at the date of survey will be considered.
3. In relation to properties, the 'occupier' will include the owner and family members or tenants as listed on the current Electoral / Rates Register as residing at that address or tenants in actual possession of the premises, but not employees within such premises at the date of the survey.

4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.
- 5.4 The provision of dual language Street Names will normally only be considered in the following circumstances:
- In the case of existing streets, where the Council has been petitioned and/or consulted with the occupiers of premises in that street and other persons it deems appropriate, in accordance with these arrangements.
- 5.5 Where an applicant does not have English as their first language, information in relation to this policy can be provided in an alternative language. Applications can be accepted in alternative languages if required by the applicant. Please see Appendix D for details.
- 5.6 Applications for Dual Language Signage will be processed in accordance with the Procedure as outlined in Appendix B

6.0 Roles and Responsibilities

- 6.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.
- 6.2 **Building Control Service:** shall be responsible for implementing arrangements to administer requests to have an existing name of a Street erected in a language other than English;

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

- 7.1.1 This policy has been subject to equality screening in accordance with the Council's equality scheme screening process. It has been 'screened out' for an Equality Impact Assessment.

7.2 Rural Needs Impact

- 7.2.1 This policy has been subjected to a rural needs impact assessment and thus can demonstrate regard to rural needs when delivering this public service.

7.3 Staff & Financial Resources

7.3.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented.

8.0 Support and Advice

8.1 Advice and guidance on the implementation of this should be sought from the Head of Building Control

9.0 Communication

9.1 The Building Control Service within the Public Health & Infrastructure Department of Council is responsible for the communication, delivery and adherence to this policy

10.0 Monitoring and Review Arrangements

10.1 Implementation of this policy will be routinely monitored and a formal review undertaken 4 years from its effective commencement date.

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

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

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

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

Appendix B

Dual Language Signage Nameplates: *Procedure*

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

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

1. A valid letter, signed by an occupier of the street must be made to Council to enable this matter to be considered. Requests should be made to the Building Control Service within the Public Health and Infrastructure Department. A letter of request shall be valid if; it is from an occupier who appears on the Electoral Register as maintained by the Electoral Office for NI; the applicant's address is referenced on the letter and; the individual's name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A letter may be received by email but it must be attached as a file and signed. The Council shall not accept a request made within the body of an email.
2. The Environment Committee will receive notification of submitted requests by way of valid letters as referenced at 1, above. A letter will be deemed to be valid where it is submitted by a minimum of one householder on that street. The Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3. Following validation, the Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household (See Appendix E)
4. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys which has been signed and name printed as required, must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.
5. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected

6. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will not be approved or erected
7. In specific circumstances a report may be brought to the Environment Committee to determine an application where there are particular issues requiring the Members consideration
8. If the request is refused by those households surveyed, further requests will not be considered until the expiry of 12 months from the date at which the Environment Committee refuses it.
9. Where a request for Irish Language signage, the Irish Language Section within Department of Culture and Arts and/or an approved translator will provide the translation of the street name. Any other language shall be obtained from an approved translation service the cost of which will be notified to the Environment Committee when receiving the report on the outcome of the survey. The second language will not be used to express the name of the street for statutory purposes.
10. The layout, font and size of lettering of the second language shall be in accordance with that as shown in Appendix C.
11. Following the Council's decision with regards to the request on Dual Language Signage for a particular street/road, the outcome will be published on the Council Website. Where requested, written confirmation of the decision will be forwarded to relevant households.
12. Where agreed, a new dual language nameplate will be erected at the start and finish of the street or road in question and at such points along it as required e.g. at other road junctions, in accordance with any operational requirements as determined by the Property Services Team.

Appendix C Name Plate Layout

AGREED: 11th September 2018 Environment Committee
23rd September 2018 Full Council

Mono-Lingual New Road / Street Signage

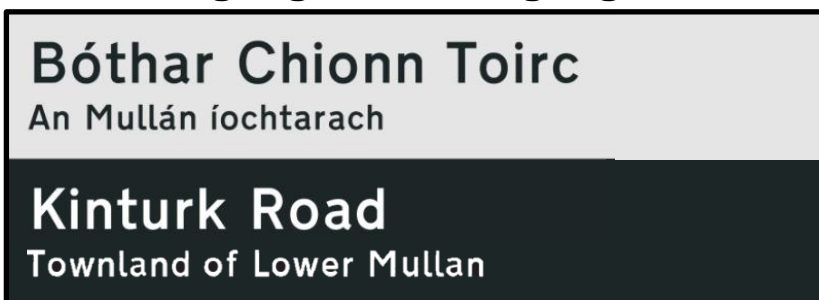


Example signage

Specification

- Name Plate Dimensions: 200mm x length to suit road name
- Background Colour: White
- Font & Colour: Transport Medium; Black
- Road Name font size: Upper case; 70mm Lower case; 50mm
- Townland font size: Upper case; 30mm Lower case; 22mm
- Text Justification: Left hand

Dual Language Street Signage



Example signage

Specification

- Name Plate Dimensions: 460mm x length to suit road name
- Background Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Light Grey Value; C:0 M:0 Y:0 K:10
- Font Type: Transport Medium
- Font Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Standard White
- Road Name font size: Upper case; 63mm Lower case; 50mm
- Townland font size: Upper case; 40mm Lower case; 30mm
- Text Justification: Left hand

Appendix D- Accessibility Statement

The information included in this policy can be made available in alternative formats, such as audio, braille, easy read or large print and may be provided in alternative languages, upon request. Please contact Mid Ulster District Council's Corporate Policy & Equality Officer on 03000 132 132 Ex 24612 or via ann.mcaleer@midulstercouncil.org



Cumhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

18 February 2019

Our Ref:- «Ref»

The Occupier
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Mid Ulster District Council have received an application to erect street nameplates in ??? in addition to the current name for the street as indicated above.

The Council's Policy on Street Naming & Dual Language Signage outlines that individuals who meet the following criteria are eligible to register their preference on this matter:

A person who resides on the street in question and appears on the Electoral Register as maintained by the Electoral Office for Northern Ireland.

Our records would indicate that you meet the above criteria.

In accordance with these arrangements I would be grateful if you would complete the attached survey form and indicate your preference in this matter. The completed survey form should be returned to these offices in the addressed envelope provided by **Tuesday 19 March 2019**. Survey forms received after this date will not be considered.

On completion of this survey Council will provide a determination on this request on the basis of the majority preference as submitted. For approval to be considered, at least 51% of respondents must be in favour of the proposal (i.e. street nameplates being erected in ???, in addition to English for Name of Street/Development).

If you have any queries on the above please contact Willie Wilkinson in the Magherafelt Office by either:

Tel: 03000 132 132 (Ext 22208)

Email: wilfie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson
Head of Building Control

Enc

Cookstown Office
300 Bally
COURTDALE
BT82 8DT

Dungannon Office
1, 2 & 3 Road
Dungannon
BT17 6LJ

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132
wilfie@midulstercouncil.org
www.midulstercouncil.org

19 February 2019

Our Ref:- MUDL0078

The Occupier (1)
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Please read the following statements below carefully. Tick your preferred option in the appropriate box, print your name and address and sign the document. Then return this letter which has your reply in the addressed envelope provided by 19 March 2019.

Thank you for your time completing this survey.

Yours faithfully



W Wilkinson

Head of Building Control

Options

1. I WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

2. I DO NOT WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

Print Name: _____

Address: _____

Signature: _____

The results of this survey will be available to view on www.midulstercoucil.org but should you wish to receive written correspondence detailing the outcome of the survey please tick this box.

Appendix 2 – Dual Language Nameplate Translation for each Street/Road

	Current Name	Irish Translation
Road	Crosspatrick Road, Moneymore	Bóthar Chrois Phádraig
Townland	Ballydawley <i>alias</i> Crosspatrick Annahavil	Baile Uí Dhálaigh <i>nó</i> Crois Phádraig Eanach Abhaill

	Current Name	Irish Translation
Road	Drummullan Manor, Moneymore	Mainéar Dhroim Maoláin
Townland	Drummullan	Droim Maoláin

	Current Name	Irish Translation
Road	Altnaveagh Road, Augher	Bóthar Allt na bhFiach
Townland	Altnaveagh Cornamucklagh	Allt na bhFiach Corr na Muclach

	Current Name	Irish Translation
Road	Lisnawery Road, Augher	Bothar Lios na bhFeireadh
Townland	Mullaghmore Caldrum Rough Hill Lisnawery Ballygreenan	An Mullach Mór Colldhroim Droim Gabha Lios na bhFeireadh Baile Grianáin

	Current Name	Irish Translation
Road	Lismore Road	Bóthar Lios Mór
Townland	Ballynapottoge Derrymeen Lismore Cullenbrone	Baile na Putóige Doire Mín Lios Mór Cluain na Brón

Report on	Dual Language Signage Requests
Date of Meeting	14 November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Colm Currie, Senior Building Control Officer

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

1.0	Purpose of Report
1.1	To advise Members of requests for Dual Language Signage from residents on the streets/roads in question.
2.0	Background
2.1	In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English.
2.2	The Policy for Dual Language Nameplate Signage as adopted forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets.
2.3	In accordance with the Policy as adopted, the Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3.0	Main Report
3.1	The Building Control Service within the Environment Directorate have received valid letters signed by the occupiers of the streets below requesting signage to be erected in a second language being "Irish" in each case adjacent to the nameplate in English as follows: - <ol style="list-style-type: none"> 1. Laurel Grove, Coalisland 2. Roughan Court, Dungannon 3. Richmond Park, Ballygawley
3.2	The occupiers signing the requests in these cases have been confirmed as residents of their particular street which has been evidenced by their listing on the current Electoral Register as required in accordance with the Policy as adopted, see letters of request attached in Appendix 1-3
3.3	It should also be noted that the Electoral Office are only permitting access to members of the public including Officers of the Council for 60 minutes per visit. In addition, the time required to gain the necessary information has increased

	considerably due to the number of individuals that have been recently added to the Electoral Register.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	Recommendation(s)
5.1	That Members note the content of this report.
6.0	Documents Attached & References
6.1	Appendix 1 – Policy on Dual Language Nameplate Signage
6.2	Appendix 2 - Letter received from a resident of Laurel Grove, Coalisland
6.3	Appendix 3 - Letter received from a resident of Roughan Court, Coalisland
6.4	Appendix 4 - Letter received from a resident of Richmond Park, Ballygawley

Policy on Dual Language Nameplate Signage

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 1		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
Equality Screened by	Principal Building Control Officer	Date	27/04/21
Equality Impact Assessment	N/A	Date	
Good Relations	N/A		
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- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Signage requirements.
- To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English.
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3.0 **Policy Scope and Legislative Framework**

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

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

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

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5.3 Criteria - General

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

1. Have regard to any views on the matter expressed by occupiers of the street.
2. For the purposes of the policy, surveys will be issued to all occupiers (the age of 18 or over) of each dwelling where any person resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which is numbered directly off the adjoining street, hereafter referred to as 'property'. Only the views of the occupiers aged 18 or over for each property that is occupied and listed on the Electoral Register at the date of survey will be considered.
3. In relation to properties, the 'occupier' will include the owner and family members or tenants as listed on the current Electoral / Rates Register as residing at that address or tenants in actual possession of the premises, but not employees within such premises at the date of the survey.

4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.
- 5.4 The provision of dual language Street Names will normally only be considered in the following circumstances:
- In the case of existing streets, where the Council has been petitioned and/or consulted with the occupiers of premises in that street and other persons it deems appropriate, in accordance with these arrangements.
- 5.5 Where an applicant does not have English as their first language, information in relation to this policy can be provided in an alternative language. Applications can be accepted in alternative languages if required by the applicant. Please see Appendix D for details.
- 5.6 Applications for Dual Language Signage will be processed in accordance with the Procedure as outlined in Appendix B

6.0 Roles and Responsibilities

- 6.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.
- 6.2 **Building Control Service:** shall be responsible for implementing arrangements to administer requests to have an existing name of a Street erected in a language other than English;

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

- 7.1.1 This policy has been subject to equality screening in accordance with the Council's equality scheme screening process. It has been 'screened out' for an Equality Impact Assessment.

7.2 Rural Needs Impact

- 7.2.1 This policy has been subjected to a rural needs impact assessment and thus can demonstrate regard to rural needs when delivering this public service.

7.3 Staff & Financial Resources

7.3.1 No issues have been identified which will impact on the delivery of Council business as a result of this policy being implemented.

8.0 Support and Advice

8.1 Advice and guidance on the implementation of this should be sought from the Head of Building Control

9.0 Communication

9.1 The Building Control Service within the Public Health & Infrastructure Department of Council is responsible for the communication, delivery and adherence to this policy

10.0 Monitoring and Review Arrangements

10.1 Implementation of this policy will be routinely monitored and a formal review undertaken 4 years from its effective commencement date.

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

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

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

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

Appendix B

Dual Language Signage Nameplates: *Procedure*

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

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

1. A valid letter, signed by an occupier of the street must be made to Council to enable this matter to be considered. Requests should be made to the Building Control Service within the Public Health and Infrastructure Department. A letter of request shall be valid if; it is from an occupier who appears on the Electoral Register as maintained by the Electoral Office for NI; the applicant's address is referenced on the letter and; the individual's name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A letter may be received by email but it must be attached as a file and signed. The Council shall not accept a request made within the body of an email.
2. The Environment Committee will receive notification of submitted requests by way of valid letters as referenced at 1, above. A letter will be deemed to be valid where it is submitted by a minimum of one householder on that street. The Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3. Following validation, the Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household (See Appendix E)
4. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys which has been signed and name printed as required, must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.
5. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected

6. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will not be approved or erected
7. In specific circumstances a report may be brought to the Environment Committee to determine an application where there are particular issues requiring the Members consideration
8. If the request is refused by those households surveyed, further requests will not be considered until the expiry of 12 months from the date at which the Environment Committee refuses it.
9. Where a request for Irish Language signage, the Irish Language Section within Department of Culture and Arts and/or an approved translator will provide the translation of the street name. Any other language shall be obtained from an approved translation service the cost of which will be notified to the Environment Committee when receiving the report on the outcome of the survey. The second language will not be used to express the name of the street for statutory purposes.
10. The layout, font and size of lettering of the second language shall be in accordance with that as shown in Appendix C.
11. Following the Council's decision with regards to the request on Dual Language Signage for a particular street/road, the outcome will be published on the Council Website. Where requested, written confirmation of the decision will be forwarded to relevant households.
12. Where agreed, a new dual language nameplate will be erected at the start and finish of the street or road in question and at such points along it as required e.g. at other road junctions, in accordance with any operational requirements as determined by the Property Services Team.

Appendix C Name Plate Layout

AGREED: 11th September 2018 Environment Committee
23rd September 2018 Full Council

Mono-Lingual New Road / Street Signage

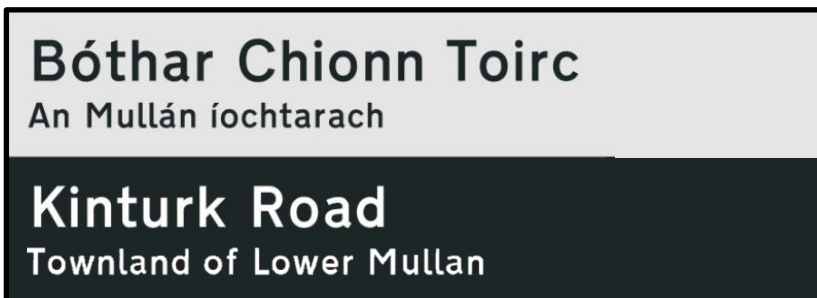


Example signage

Specification

- Name Plate Dimensions: 200mm x length to suit road name
- Background Colour: White
- Font & Colour: Transport Medium; Black
- Road Name font size: Upper case; 70mm Lower case; 50mm
- Townland font size: Upper case; 30mm Lower case; 22mm
- Text Justification: Left hand

Dual Language Street Signage



Example signage

Specification

- Name Plate Dimensions: 460mm x length to suit road name
- Background Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Light Grey Value; C:0 M:0 Y:0 K:10
- Font Type: Transport Medium
- Font Colour: Dark Grey Value; C:77 M:63 Y:64 K:69
Standard White
- Road Name font size: Upper case; 63mm Lower case; 50mm
- Townland font size: Upper case; 40mm Lower case; 30mm
- Text Justification: Left hand

Appendix D- Accessibility Statement

The information included in this policy can be made available in alternative formats, such as audio, braille, easy read or large print and may be provided in alternative languages, upon request. Please contact Mid Ulster District Council's Corporate Policy & Equality Officer on 03000 132 132 Ex 24612 or via ann.mcaleer@midulstercouncil.org



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

18 February 2019

Our Ref:- «Ref»

The Occupier
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Mid Ulster District Council have received an application to erect street nameplates in ??? in addition to the current name for the street as indicated above.

The Council's Policy on Street Naming & Dual Language Signage outlines that individuals who meet the following criteria are eligible to register their preference on this matter:

A person who resides on the street in question and appears on the Electoral Register as maintained by the Electoral Office for Northern Ireland.

Our records would indicate that you meet the above criteria.

In accordance with these arrangements I would be grateful if you would complete the attached survey form and indicate your preference in this matter. The completed survey form should be returned to these offices in the addressed envelope provided by **Tuesday 19 March 2019**. *Survey forms received after this date will not be considered.*

On completion of this survey Council will provide a determination on this request on the basis of the majority preference as submitted. For approval to be considered, at least 51% of respondents must be in favour of the proposal (i.e. street nameplates being erected in ???, in addition to English for Name of Street/Development).

If you have any queries on the above please contact Willie Wilkinson in the Magherafelt Office by either:

Tel: 03000 132 132 (Ext 22208)

Email: wilfie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson
Head of Building Control

Enc

Cookstown Office
300 Bally
COURTDALE
BT82 8DT

Dungannon Office
3, 1st & 40ac
Dungannon
BT17 6LJ

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132
wilfie@midulstercouncil.org
www.midulstercouncil.org

19 February 2019

Our Ref:- MUDL0078

The Occupier (1)
50 Ballyronan Road
Townparks of Magherafelt
Magherafelt
BT45 6EN

Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

Please read the following statements below carefully. Tick your preferred option in the appropriate box, print your name and address and sign the document. Then return this letter which has your reply in the addressed envelope provided by 19 March 2019.

Thank you for your time completing this survey.

Yours faithfully



W Wilkinson

Head of Building Control

Options

1. I WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

2. I DO NOT WISH to have a Dual Language nameplate erected at Name of Street/Development, the additional language being ???

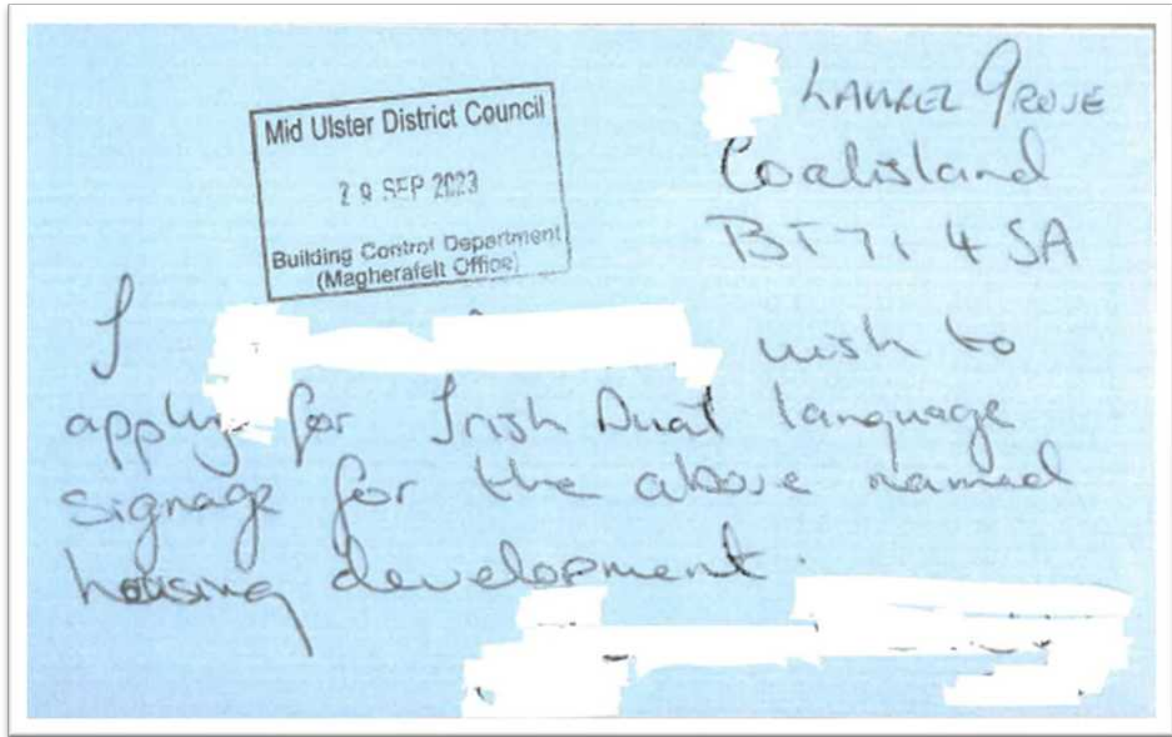
Print Name: _____

Address: _____

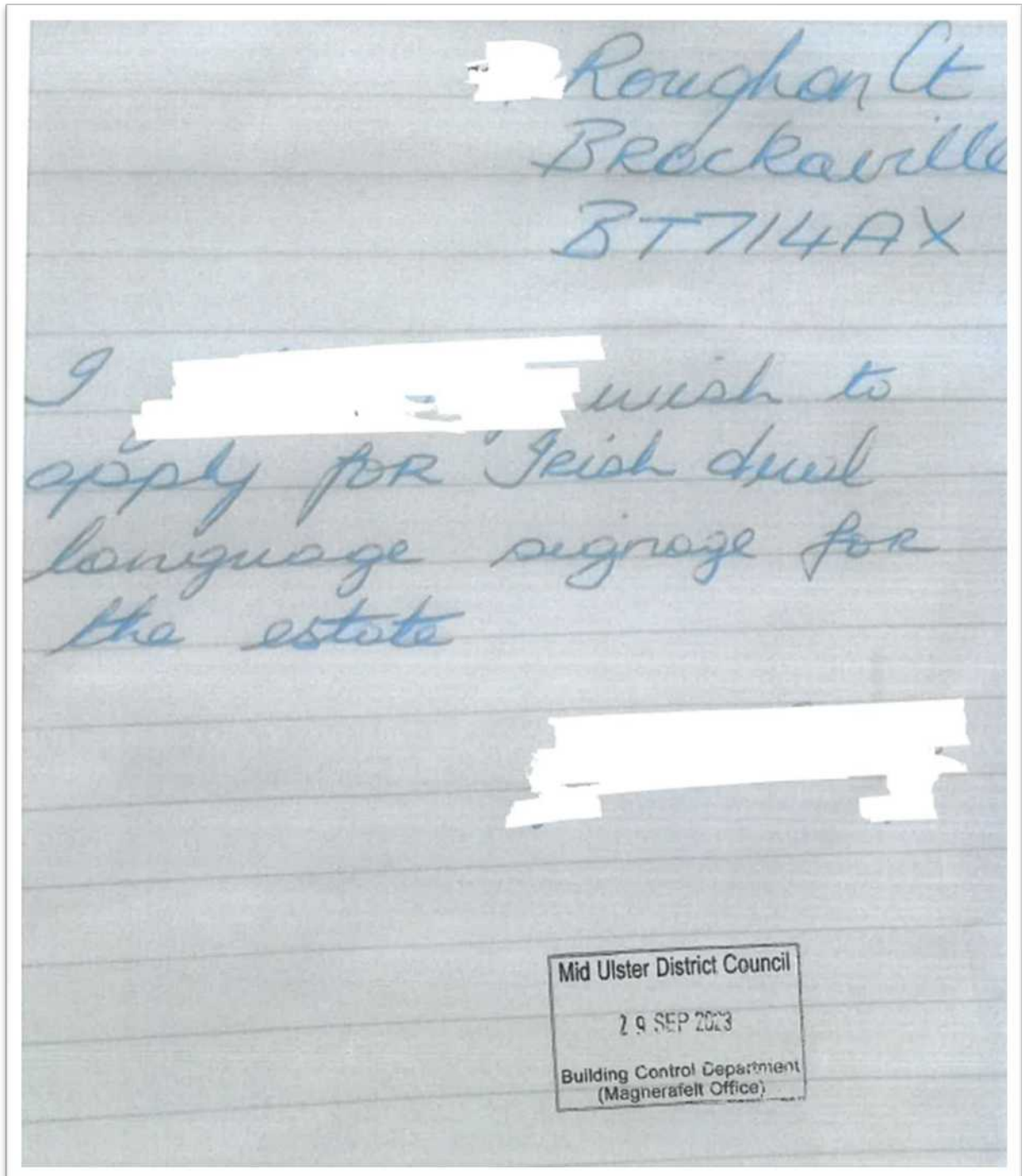
Signature: _____

The results of this survey will be available to view on www.midulstercoucil.org but should you wish to receive written correspondence detailing the outcome of the survey please tick this box.

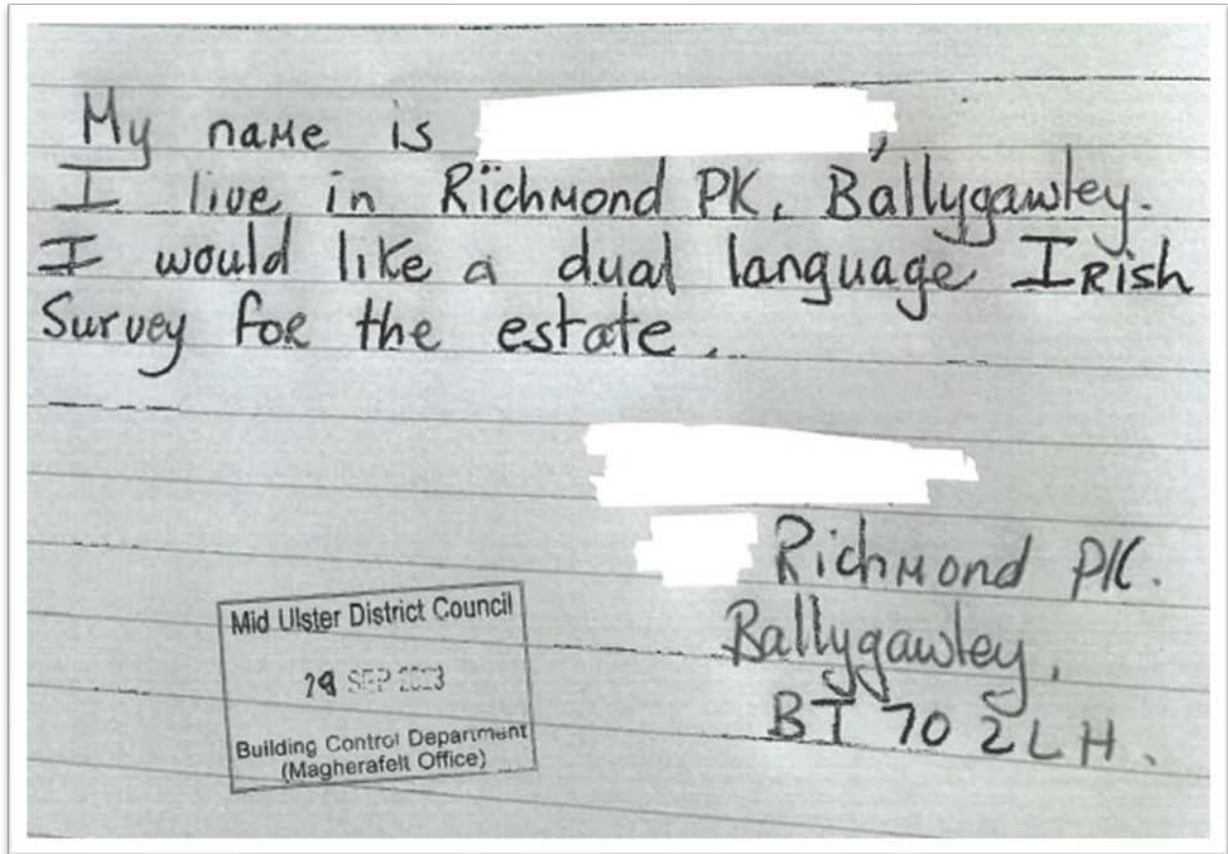
Appendix 2 - Letter received from a resident of Laurel Grove, Coalisland



Appendix 3 - Letter received from a resident of Roughan Court, Coalisland



Appendix 4 - Letter received from a resident of Richmond Park, Ballygawley



Report on	Emergency Planning Update
Date of Meeting	14 th November 2023
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Rory Donnelly, Corporate Health & Safety Manager

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

1.0	Purpose of Report
1.1	To update members with respect to Emergency Planning Mutual Aid Protocols to assist District Councils make arrangements to reduce, control and mitigate the effects on any emergency.
2.0	Background
2.1	Article 29 of the Local Government (NI) Order 2005 provides District Councils with discretionary powers to make arrangements for reducing, controlling and mitigating, the effects of any emergency which may occur and to prepare plans to cooperate with other organisations. District Councils play a key role in co-ordinating planning and supporting certain aspects of the response and recovery should a civil emergency arise.
2.2	Prior to Local Government Reform in 2015 a number of protocols and memorandum of understandings were in place between Councils and other agencies to provide and receive support in an emergency situation. These documents have now been updated to aid consistency of approach by District Councils and partner organisations.
3.0	Main Report
3.1	<p>District Council Mutual Aid Protocol</p> <p>This protocol provides a statement of intent rather than a binding contract to enable councils to provide mutual aid to each other during an emergency or business continuity disruption that goes beyond the resources of an individual Council. The protocol outlines how assistance will be requested and provided and the guidelines which should be followed. Please see attached the protocol detailed in appendix in section 6.1.</p>

3.2	<p>Joint Protocol ‘Emergency Call-Off Contracts’ between Northern Ireland Housing Executive and Northern Ireland District Councils</p> <p>The Northern Ireland Housing Executive (NIHE) has a number of measured term contracts in place to facilitate response maintenance to its properties. These contracts are on a District Council basis and have been utilised over the years by NIHE and District Councils in the aftermath of emergencies, for example flooding, to provide practical assistance to communities and households that have been affected. This protocol permits District Councils to access these contracts at pre agreed rates when an emergency has occurred. Please see attached the protocol detailed in appendix in section 6.2.</p>
4.0	<p>Other Considerations</p>
4.1	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: None</p> <p>Human: Officer time to manage the Emergency Planning protocols and continued engagement with the Regional Emergency Preparedness Group.</p> <p>Risk Management: None</p>
4.2	<p>Screening & Impact Assessments</p> <p>Equality & Good Relations Implications: N/a</p> <p>Rural Needs Implications: N/a</p>
5.0	<p>Recommendation(s)</p>
5.1	<p>It is recommended that members note these Protocols for their Information.</p>
6.0	<p>Documents Attached & References</p>
6.1	<p>Appendix 1: MUDC Mutual Aid Protocol</p>
6.2	<p>Appendix 2: Joint Protocol ‘Emergency Call-Off Contracts’ between Northern Ireland Housing Executive and Northern Ireland District Councils</p>

DISTRICT COUNCIL MUTUAL AID PROTOCOL

Introduction

1. District Councils in Northern Ireland have voluntarily supported the planning, response and recovery to civil emergencies for many years using Article 29 of the Local Government (NI) Order 2005. Article 29 provides District Councils with discretionary powers to make arrangements for reducing, controlling and mitigating the effects of any emergency which may occur and to prepare plans in co-operation with other organisations.
2. The Civil Contingencies Act 2004 introduced a statutory framework identifying the duties of public service organisations in relation to civil emergencies. For a range of practical and constitutional reasons, Part 1 of the Act did not extend to organisations delivering transferred functions in Northern Ireland. The responsibilities under Part 1 are currently only applicable to the Police Service of Northern Ireland and HM Coastguard as Category 1 responders and to telecommunications providers as Category 2 responders. Part 2 of the Act in relation to the use of emergency powers applies across the United Kingdom.
3. The Northern Ireland Civil Contingencies Framework: Building Resilience Together 2021 provides the guiding principles of emergency response and recovery and the practical considerations at times of an emergency. The framework sets out the Northern Ireland arrangements for effective emergency management, identifying the process involved in preparing for, responding to and recovering from an emergency. In terms of governance, it is complementary to the Civil Contingencies Act 2004 and draws upon best practice and lessons learned from previous emergencies, both within Northern Ireland and from the UK, Republic of Ireland and global experiences.
4. In 2019, a regional resourcing model was developed which established the Local Government Resilience Regional Team (“the Resilience Team”) works collectively on behalf of Local Government with respect to civil contingencies but independently of each District Council. The Resilience Team will be involved in the preparation, response and recovery phases of civil contingencies where sub-regional, regional or national co-ordination is required. Its role primarily involves co-ordination and facilitation. The team provides project secretariat to the Northern Ireland Emergency Preparedness Group (NIEPG) and the 3-sub regional Emergency Preparedness Groups.
5. Councils participate in the EPGs groups and provide the joint chair and play a key role in co-ordinating planning and supporting certain aspects of the response and recovery associated with civil emergencies.
6. It is acknowledged in both the Civil Contingencies Act, the NI Civil Contingencies Framework and the NI Risk Register that the emergency planning process may identify some areas where existing capabilities to

deal with an emergency are constrained and organisations will work together and use mutual aid arrangements as a means of addressing this. This protocol has been developed in recognition that mutual aid may be required between District Councils and is in line with the principals of the Civil Contingencies Act and Civil Contingencies Framework.

7. It is anticipated that this Protocol will not restrict its application to large scale emergencies but will extend this capability to other significant events affecting business continuity. The Local Government (NI) Act 1972 provides existing powers to provide such mutual aid, particularly Section 105: Arrangements for the supply of goods and services or interchange of staff.
8. For the purposes of this Protocol, mutual aid is defined as “an agreement between organisations, within the same sectors and across boundaries, to provide assistance and additional resources during an emergency or business continuity disruption which may go beyond the resources of an individual organisation”.
9. It is not proposed that this Protocol should be a legally binding contract; but rather a statement of intent which will act as a point of reference should such arrangements need to be invoked between two or more of the Councils.
10. Consultation has taken place with both the Councils legal advisors and insurance brokers, and the final version, attached, now satisfies both in terms of these matters.

MUTUAL AID PROTOCOL

Each of the Councils will endeavour to provide assistance in the form of provision of personnel and/or equipment if: -

- a. there is an excessive demand for a statutory service placed on a Council due to an unusual event which must be met and requires resources beyond that within the Council affected; (“the affected Council”)
- b. following, or in anticipation of, an emergency as defined in the NI Civil Contingencies Framework: -

“An event or situation which threatens serious damage to human welfare, the environment or the security of Northern Ireland or the UK as a whole.”

or:-

- c. business continuity disruption affecting the area of another of the Councils which is a party to this Protocol (“the affected Council”).

Assistance will be provided in accordance with the following guidelines: -

1. A formal request for aid (specifying the assistance required) shall only be made by the Chief Executive/Nominated Officer of the affected Council, or other Authorised Person acting on behalf of that Officer, to the Chief Executive/Nominated Officer or other Authorised Person acting for the Council providing assistance (“the assisting Council”).
2. A Chief Executive/Nominated Officer or Authorised Person who receives a request for assistance shall take the appropriate action to respond to the request without delay and, in the case of an Authorised Person, shall inform their Chief Executive/Nominated Officer (or such other person as may be nominated for that purpose by the Chief Executive/Nominated Director) at the earliest opportunity.
3. "Authorised Person" means those Officers identified to undertake this role in the Emergency Plans of the Councils.
4. The responsibility for co-ordinating aid, supervisory control and the financial arrangements rests with the affected Council or, where more than one Council area has been affected by the emergency, by the Council that requested the aid.
5. An affected Council requesting aid agrees to reimburse the assisting Council on a cost recovery basis upon the termination of the aid and within 28 days of the submission to the affected Council by the assisting Council of a fully documented account for settlement. The affected Council may be able to seek reimbursement of these costs, for example

under the Department for Communities Scheme of Emergency Financial Assistance if a scheme is in place.

6. The assisting Council will undertake to provide assistance, as specified by the Chief Executive/Nominated Officer of the affected Council, in the form of suitably trained staff for the task(s) to be performed and/or equipment, so far as is it is reasonably practicable for it to do so.
7. It is intended that each of the Councils will, for the duration of their participation in this Protocol, maintain suitable insurance arrangements to cover any loss, claims, proceedings, actions, damages, legal costs, expenses or other liabilities arising from the deployment of resources outside its area. However, an affected Council shall not hold liable an assisting Council in respect of any claims arising from any loss, injury or damage suffered by the affected Council or any third party as a result of providing assistance under this Protocol unless, and to the extent that, such loss injury or damage arises from the negligence of the assisting Council or any of its employees or agents.
8. The affected Council shall ensure that any staff from the assisting Council are appropriately authorised to work in the affected authority's jurisdiction.
9. All parties to this Protocol shall endeavour to amicably resolve any dispute that might arise in relation to this protocol through discussions and negotiations between the authorised persons. Any failure to resolve a dispute shall be referred to a meeting of the Chief Executives/Nominated Directors of the Councils concerned with a view to early resolution.
10. The affected Council shall take all reasonable steps to ensure the welfare, health and safety of staff from an assisting Council.
11. It is not proposed that parties to this Protocol are bound to provide support where practical considerations prevent the deployment of aid. The protocol should be regarded as a statement of intent which will act as a point of reference where the agreement is invoked between two or more Councils. This Protocol is not intended by the Councils to be a legally binding contract.

12. Legal responsibilities and liabilities

12.1. Human Resources

Whilst on loan, all staff shall be treated in the same manner as if they were employees of the affected Council and as such, not prejudicing the generality of the foregoing, the following shall apply.

Employer/Employee Relationship

While staff are deployed by agreement to work in an area outside of their employer's area, they shall be responsible to the affected authority. A

manager in the affected authority shall be designated as being responsible for the staff on loan for as long as the staff are made available to them. This should include consideration of normal working requirements such as those of the Driver & Vehicle Standards Agency and the Working Time Regulations (Northern Ireland) 2016.

The affected Council is responsible for ensuring that suitable and sufficient risk assessments are carried out prior to deployment of employees of the assisting Council and that control measures are put in place when necessary including checking that any necessary personal protective equipment is available or is provided.

The assisting Council is responsible for ensuring that regular contact is maintained with its employees who are deployed to the affected Council to ensure that management issues are dealt with appropriately.

Health & Safety

The affected Council shall ensure that it fully complies with the Health and Safety at Work (NI) Order 1978 and associated Regulations in protecting the health, safety and welfare of staff provided to them by the assisting Councils under this protocol.

Employee/Public Liability

The affected Council shall ensure that it has in place all necessary employee and public liability arrangements with respect to insuring against loss, damage, injury, death or claims resulting from the deployment of staff from an assisting Council within its area on a temporary basis under this protocol, and shall take responsibility for such loss, damage and claims. All councils who are signatories to this protocol are required to produce written evidence that adequate insurance exists to cover the deployment of staff from other councils in any of the circumstances contemplated under this protocol.

The affected Council shall inform their insurer of staff from other Councils being deployed within their area and ensure they are adequately covered for their duties.

12.2. Plant and Equipment

If Plant and equipment is loaned to an affected Council, the affected authority shall take full responsibility for any loss or damage to that plant or equipment or other misdemeanour resulting in a loss of value other than normal wear and tear and in respect of any loss or damage claim, expense, injury or cost howsoever arising from the use or misuse of any such equipment and shall reimburse the owner accordingly. Appropriate insurance shall be provided by the affected Council against any such eventuality.

Any member of staff shall only be required to use any plant or equipment for which they have been properly trained.

13. Review

This protocol shall be reviewed by the District Council Emergency Planning Officer's Forum at least annually on behalf of the participating councils and any changes required shall be made in consultation with the Society of Local Authority Chief Executives (SOLACE) so as to ensure continuing consistency and agreement between participating organisations.

Joint Protocol

Northern Ireland Housing Executive
Northern Ireland District Councils

Emergency Call-Off Contracts

April 2023 DRAFT

Record of Changes

Version 1	25/02/2022	Draft document
Version 2	26/05/22	Incorporated comments from Resilience Manager Civil Contingencies NI
Version 3	25/08/22	Council contacts updated from Regional Contacts Directory
Version 4	09/12/22	RM comments and Agenda added;
Version 5	20/12/22	Updated flow chart to reflect Agenda
Version 6	25/01/23	Remove individual council signatories replaced with SOLACE/CCAG; Remove contacts and referred to Directory on RD; Review on activation or as required.
Version 7	10/05/23	Incorporated comments from NIHE Building Safety & Construction H&S
Issue 1	TBC	

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DRAFT

Introduction

1. The Northern Ireland Housing Executive (NIHE) has in place a number of Term Service Contracts to facilitate responsive maintenance repairs to its properties. The contracts have been awarded on a Local Council basis and are New Engineering Contracts (NEC3 and NEC4) based on Achieving Excellence in Construction (AEC) principles. In the past these contracts have been utilised by the NIHE and Local Councils in the aftermath of major incident e.g. flooding, in order to provide emergency assistance to communities and households that have been affected.

Purpose of the Protocol

2. This protocol has been established to formalise the process to be implemented in the event of a major incident.
 3. The protocol sets out the support arrangements in place between the NIHE and NI Local Councils who wish to utilise NIHE contracts to provide assistance and services to communities who have been impacted by a major incident.
 4. Engagement of a NIHE contractor will primarily be under the terms and conditions of the existing contracts including the application of the schedule of rates. A list of some typical work items rates and methods of payment is included in Appendix A.
 5. Any additional rates required that are not already included in the Schedule of Rates will be agreed by the NIHE Contract and Performance Team in consultation with the Area Maintenance Manager and paid either by pro rata of existing rates or striking new rates. Where a rate is deemed impractical by the NIHE Contract and Performance Team, Day works under the terms of the Contract for Maintenance and Improvement Services may then be considered.
 6. This protocol is neither a binding agreement nor a contract, but an agreed statement of the way the NIHE and Local Councils will communicate and work together to ensure that communities are given
-

- the support they need to recover from the impact of major incidents on their dwellings and surrounding environment.
7. The common purpose of this document is to provide a framework to exchange information, make efficient use of existing contracts and facilitate the activation of contractors. Communications will take place between all parties (see Appendix 3) in the lead up to a major weather incident e.g.severe weather risk assessment and also during the response to a major incident.
 8. The protocol may be amended at any time if parties agree in writing to the changes and will be subject to an annual review or as required following an Incident Review.
 9. The contractor will supply services to assist in a Major Incident under the terms of their contract. The Housing Executive will endeavour to engage a contractor, but has a priority duty to fulfil its primary legal and social duties as a landlord.
 10. Where an inspection is required to confirm the works or to assess completed works, this should be facilitated by NIHE maintenance staff, council staff and the contractor.
 11. This protocol applies to the Northern Ireland Region for use by Local Councils who wish to formally avail of the assistance of NIHE Contract for Maintenance and Improvement Services, as call-off contracts when needed as detailed in Appendix B;
 12. Following activation of this protocol, a review debrief should be undertaken by all parties involved (see Appendix 3) to identify any lessons learned.

Role of NIHE

(Regional Managers, Contract & Performance Team, Emergency Planning & BCP Manager)

13. Will undertake to;
- Provide assistance in the contract administration in line with Contract Management operational process to Councils;
 - Notify and initially engage the contractor as appropriate noting the services engaged and the agreed rates;
 - Issue appropriate works orders to contractors on the behalf of the Councils;
 - Ensure that contractors are fully aware of their obligations in line with contract management policies and procedures e.g. health & safety;
 - Undertake joint inspection with Council before or after works as required;
 - Ensure Councils are in agreement with costs before approving payments;
 - Pay contractors directly for works undertaken and invoice Councils accordingly;
 - Review the protocol after activation or as changes are required with Local Councils.

Role of Local Councils

14. Will undertake to;
- Provide key points of contact to facilitate coordination of response;
 - Alert NIHE to the possibility of requiring services at the risk assessment stage of a severe weather event or as soon as possible;
 - Formally request to use the NIHE Contract for Maintenance and Improvement Services as call-off contracts when needed as detailed in Appendix B;
 - Liaise with the Housing Executive via Regional Manager regarding work ordered, rates, volumes of work and day works as appropriate;

- Undertake joint inspection with NIHE after works as required;
- Pay NIHE directly for services provided; (Local Councils should refer to the Department for Communities, Local Government and Housing Regulation, Scheme of Emergency Financial Assistance (SEFA) for re- imbursement of emergency response expenditure and the conditions of this scheme);
- Review the protocol with NIHE after activation or as changes are required.

Role of Resilience Manager, Civil Contingencies NI

15. Will undertake to:

- Liaise with Councils in their area and co-ordinate response;
- Activate initial request on behalf of a Council if requested to do so by the Council;
- Liaise with the NIHE and participate in any reviews;
- To confirm that Councils in their area are aware of the scheme and confirm the participation of each Council.

Protocol Statement

The arrangements set out in this document are a reflection of the joint commitments between the participants as detailed in Appendix C. They are however neither a binding agreement nor a contract, but an agreed statement of the way the organisations will work together to ensure good communications, the efficient discharge of respective responsibilities, achievement of value for money and probity. They set out the principles and arrangements for the interface between parties.

DRAFT

Appendix A- List of Services and Rates

Note that all items in the existing Schedule of Rates for the NIHE's Maintenance and Improvement Services contracts are available for use and must primarily be used where applicable.

The NIHE Contract and Performance Team will agree any other rates and Day works under the terms of the Contracts.

Day works must only be used where no rates exist or "pro-rata" cannot be applied. The Schedule of Rates and any agreed rates are subject to the individual tendered contract adjustments in each contract lot and inflationary adjustment if applicable. Local Maintenance staff will assist with confirming the relevant adjustments.

Contractors are contractually obliged to follow NIHE policies & procedures in addition all relevant workplace Health & Safety legislation and good practice, this includes the management of asbestos, legionella and electrical safety. This is strongly worded within their Terms and Conditions within the Contracts. Any failure would be a breach of Contract that may lead to Contract Escalation.

Contractors risk assessments for works included in the Maintenance and Improvement Services contracts will be applied

The NIHE maintains an asbestos register for its own properties which NIHE Contractors have access to. No information on Asbestos Containing Materials (ACM's) will be available for owner occupied properties. Contractors, when carrying out works to owner occupied properties should ensure that their operatives are appropriately trained to identify ACM's and the process to follow once identified.

Emergency Call-Off Contracts Protocol - Issue 5

*Work item	Rate
<p>**DE-HUMIDIFIER:SUPPLY TEMPORARY [RATE PER WEEK] De-humidifier: Supply, maintain and remove on completion a temporary electric de-humidifier for a period of time specified by the client including periodic emptying (per week).</p>	£83.36
<p>**WET-VAC:SUPPLY TEMPORARY [RATE PER WEEK] Heater: Supply, maintain and remove on completion a temporary electric wet-vac machine for a period of time specified by the Employer (per week).</p>	£32.67
<p>**HEATER:SUPPLY TEMPORARY 3KW HEATER [RATE PER WEEK] Heater: Supply a temporary 3 Kilowatt electric convector heater for a period of time specified by the Employer (per week).</p>	£20.17
<p>**WATER HEATER:SUPPLY TEMPORARY [RATE PER WEEK] Heater: Supply, maintain and remove on completion a temporary electric water heater for a period of time specified by the client (per week).</p>	£30.67
<p>SURFACES:POWER WASH Surfaces: Brush down to remove dirt, mould, moss growth, algae and lichen, power wash all surfaces of brickwork at a minimum pressure of 1500 psi, but not to exceed 2000 psi.</p>	£2.10 per m2
<p>SURFACES:1:6 HD DETERGENT JET WASH Surfaces: Brush down to remove smoke damage, jet wash with hot water, apply 1:6 heavy duty detergent solution, scrub where required to remove mould, algae etc. apply a thorough pressure hot water rinse to remove all traces of detergent/debris and allow to dry.</p>	£2.39 per m2
<p>DWELLING: CLEAR ENVIRONMENTALLY DIRTY Dwelling: Clear out socially and environmentally dirty dwelling, remove all rubbish, furniture, carpets and non-approved fittings to approved tip, carefully clean out and dispose of anti-social, medical or human debris, initial wash and scrub with disinfectant floors, woodwork, walls and ceilings and all other surfaces and dry by de-humidifier. (Provision of skip or equivalent deemed necessary by Employer to be charged separately as Item).</p>	£443.11

Emergency Call-Off Contracts Protocol - Issue 5

<p>GARDEN OR COMMUNAL AREA:LABOUR SKIP RUBBISH Garden or Communal Area: Provide labour, skip or equivalent for removal of environmentally unsound material, fly tipping, scrap metal, tenants debris etc., from communal garden, bin stores, communal staircases, balcony access decks and the like, garages and hard paved areas to approved tip or recycling centre including landfill tax, wash down and disinfect as necessary (per skip).</p>	<p align="center">£345.93</p>
<p>GARDEN:CLEAR EXCEPTIONAL DEBRIS Garden: Clear up exceptionally littered and over- grown garden, clear away all litter and rubbish including scrap metal, timber, broken glass, garden debris, fallen leaves, fly tipped materials, building debris, load up and remove from site to an approved tip.</p>	<p align="center">£112.34</p>
<p>SEVERE WATER PENETRATION: DISCONNECT REPAIR TEST Severe Water Penetration: Disconnect lighting and power supply after severe water penetration, burst pipe or tank or flooding, provide temporary supply and isolate affected components, repair and reconnect, and undertake test comprising continuity, insulation resistance, polarity, earth fault loop impedance and operation of RCD's and RCBO's, and provide a report and test certificate in conformity to BS 7671 to the Employer.</p>	<p align="center">£76.93</p>
<p>Assistance with the provision of driver & vehicle to assist with the transportation of temporary overnight accommodation</p>	<p>Depending on day/time in line with overtime policy: £29.46 - £49.04 per hour</p>
<p>Gas test (Natural or LPG)</p>	<p>Day works</p>
<p>Other works e.g. temporary fencing for health & safety, animal welfare compounds etc.</p>	<p>Day works</p>

*** Note 1**

Note that this list is not exhaustive and covers the main areas of work expected. The full Schedule of Rates is also available. Prices are subject to contractor percentage adjustment which could be a plus or a minus.

**** Note 2**

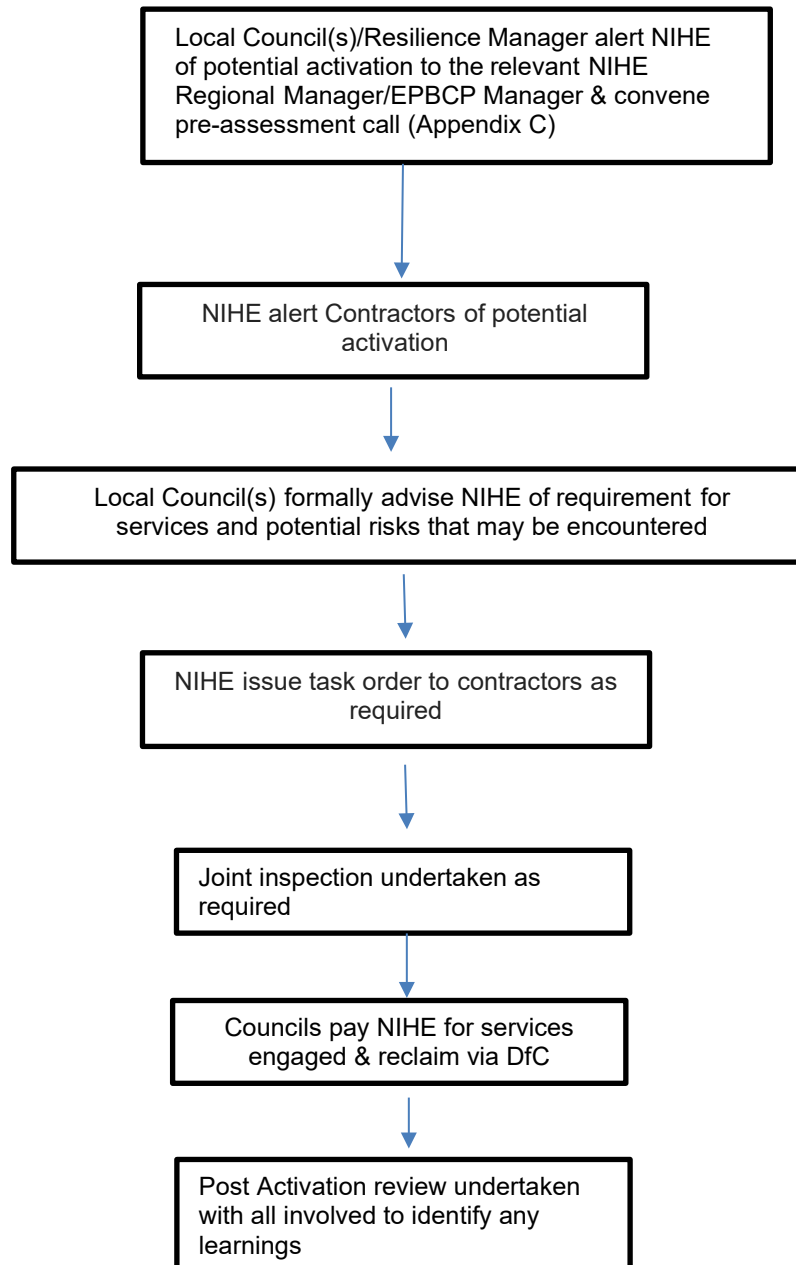
All Councils please refer to the DfC LGPD Scheme for Emergency Financial Assistance (SEFA) which contains restrictions in the use of De-humidifiers and Fans particularly when the Severe Inconvenience Payment is paid to households.

Appendix B - Activation Contacts & Procedures

1. Contacts

Emergency Contacts for NIHE & Councils are contained in the Regional Contacts Directory on ResilienceDirect.

2. Procedures



Appendix C – Assessment Call Agenda

Call Off Contract Initial Assessment Call **(Phone or MS Teams)**

AGENDA

1. Attendees:

- Civil Contingencies NI Resilience Team
- NIHE
- Department for Communities
- Local Council impacted

2. Assessment of the developing situation using JESIP Principles.

- *Has Council Activated its Emergency Plan?*
- *Health & Safety of Occupants*
- *Health & Safety of Contractors*

3. Identify resources required.

4. Anticipated duration of the Call of Contract

5. Mutual Aid requirements

6. Budget Constraints

7. Decision and Updating Timeline

8. AOB

