



12 September 2023

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Dungannon and by virtual means Council Offices, Circular Road, Dungannon, BT71 6DT on Tuesday, 12 September 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

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## 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

### Matters for Decision

- |    |   |         |
|----|---|---------|
| 5. | Bus Shelters Update   | 5 - 24  |
| 6. | Capital Projects – Contract Awards Delegated Authority Request  | 25 - 26 |
| 7. | Dfl Roads Proposal to Mid Ulster District Council – Eglish Road, Dungannon 30mph Speed Limit                            | 27 - 30 |
| 8. | Dfl Roads Proposal to Mid Ulster District Council – Proposed stopping up – Killybracken Road and Eglish Road, Dungannon | 31 - 36 |

9.	Dfl Roads Proposal to Mid Ulster District Council - Bracken Way, Bracken Ridge, Bracken Ridge Park and Bracken Ridge Avenue, Newmills 20 mph Speed Limit	37 - 40
10.	Dfl Roads Proposal to Mid Ulster District Council - Traffic Calming, Bush Road and Cavan Road, The Bush	41 - 46
11.	Dfl Roads Proposal to Mid Ulster District Council - Traffic Calming, Moydamlaght Road Moneyneany	47 - 50
12.	Dfl Roads Proposal to Mid Ulster District Council - Traffic Calming, Mullaghboy Road Bellaghy	51 - 54
13.	Dfl Roads Proposal to Mid Ulster District Council - Traffic Calming, Bridge Street Castledawson	55 - 58

#### Matters for Information

14	Minutes of Environment Committee held on 3 July 2023	59 - 68
15	Environment Directorate Departmental Plan 2023/24	69 - 118
16	Extended Producer Responsibility Obligations/Regulations Update	119 - 150
17	Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for January to March 2023	151 - 156
18	School Uniform Reuse Pilot Scheme	157 - 184
19	Maghera Walled Garden Green Flag Award	185 - 188
20	Building Control Workload	189 - 194
21	Entertainment Licensing Applications	195 - 220
22	Dual Language Signage Surveys	221 - 232
23	Dual Language Signage Requests	233 - 244

**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

24. Proposed enhancement scheme at Cottagequinn Cemetery
25. Extension to contracts for processing of dry recyclables
26. Off Street Car Parking: Quarter 1 2023/2024 Update and Future Parking Provision
27. Service Level Agreement - Structural Engineering Services
28. Vehicle Emissions Reduction: HVO (Hydrotreated Vegetable Oil) Fuel Trial
29. Building Maintenance Framework Tender Report
30. Maghera Regeneration Project – Wetlands Park and Walled Garden Enhancements ICT Award
31. Gribben's Bar Entertainment Licence Application

#### Matters for Information

32. Confidential Minutes of Environment Committee held on 3 July 2023
33. Coolhill Cemetery Improvement Works
34. Capital Framework – ICT Contracts Update
35. Capital Framework – IST Contracts Update

36. IST Award – Connecting Pomeroy
37. IST Award – Small Settlements – Moneymore EI Improvements
38. Capital Projects – Scoping Contracts Update
39. Off–Street Car Parking Update 2022-2023
40. Energy Management Update – Display Energy Certificates (DEC's)
41. Electric Vehicle Charging Points Update
42. Capital Programme Update Quarter1 23-24





<b>Report on</b>	Bus Shelters Update
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Johnny McNeill – Capital Development Manager
<b>Contact Officer</b>	Johnny McNeill – Capital Development Manager

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on the current bus shelter status.
<b>2.0</b>	<b>Background</b>
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 <sup>th</sup> 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)

<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following information headings will be covered:</p> <ul style="list-style-type: none"> <li>• New applications received in the past month (see 3.2)</li> <li>• Progress on stages 2-4 application process (see 3.3)</li> <li>• Request for Council to move from stage 5 (see 3.4)</li> <li>• Progress update on stages 6-9 (see 3.5)</li> <li>• Neighbour Notification summary and detailed analysis (see 3.6)</li> <li>• Projects recommended for approval/rejection (3.7)</li> <li>• Projects recommended for withdrawal (see 3.8)</li> <li>• Shelters passed to Property Services for installation (3.9)</li> <li>• Progress update on stages 10-11 (see 3.10)</li> <li>• Update on statutory response times in relation to agreement on time related responses for application (see 3.11)</li> <li>• Other issues (see 3.12)</li> </ul>
3.2	<p><b>New Applications received in the past month</b> – 2Nr new application received in the past month.</p> <ul style="list-style-type: none"> <li>• Dungannon Road, Cabragh</li> <li>• Lineside, Coalisland</li> </ul>
3.3	<p><b>Progress on stages 2-4 of the application process</b> – see table in Appendix 1.</p>
3.4	<p><b>Requests for Council to move from stage 5 of the application process</b> – 0Nr applications to move from stage 5.</p>
3.5	<p><b>Progress update on stages 6-9</b> – Update on applications below have been discussed with a view to getting approval:</p> <ul style="list-style-type: none"> <li>• NIHE valuation received for St Colmans Pk, Moortown and Derrfubble Road, Benburb, approved by MUDC and sent to NIHE board for final sign off.</li> <li>• Eglis 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 Eglis View and Moss Road.</li> </ul>

3.6 **Summary of Neighbour Notifications- 1Nr Neighbour notification**

- **Moore Street, Aughnacloy** (see Table 3 Appendix 1 – reference 12) Neighbour notification completed.

<b>Shelter Location</b>	<b>Moore Street, Aughnacloy</b>
Bus Shelter Requested	09/06/2023
Date Request Validated	13/06/2023
Survey Issued	06/07/2023
Survey Returned By	20/07/2023
Survey Letters Issued (No.)	6
Survey Letters Returned	1 (within timeframe)
Replies in Favour	1
Replies not in Favour	5 (Solicitors letter, received 07/08/23 after closing date – single property owner owns 5 properties)
No response	0
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 Moore Street, Aughnacloy is recommended to be installed subject to members discussion.

3.7 **Projects recommended for Approval;** - 1Nr application is recommended for approval this month.

- Moore Street Aughnacloy

**Projects recommended for rejection;** - 1Nr application is recommended for approval this month.

- Old Dungannon Road, Ballygawley – DfI Roads issue

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

3.9 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
- **English View, Ballinderry** – Subject to DFI Roads/Landowner approval
- **St Colmans Park, Moortown** – Subject to Legal approval from NIHE
- **Derryvale, Coalisland** – Subject to Landowner approval
- **Inishrush Village** – Subject to Landowner approval

3.10 **Progress update on stages 10-11 – 5nr shelters installed since date of last meeting.**

- Garrison Road, Curran
- Hillhead Road, Stewartstown x2
- The Square, Moy
- Lisaclare Road, Killeen (additional shelter)

3.11 **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	4	4	1
Education Authority	3	3	1
Dfi Roads	0	0	0
NIHE	0	0	0

**Translink,  
Responses Outstanding**

1. Thatch Inn,
2. Moydamlaght road, draperstown
3. Derrynoyd Lane, Draperstown
4. Cloane Road, Draperstown

**Education Authority,  
Responses Outstanding**

1. Tirkane Road, Maghera
2. Moydamlaght road, draperstown
3. Derrynoyd Lane, Draperstown

	4. Cloane Road, Draperstown
	<p><b>NIHE Responses Outstanding</b> 0.</p> <p><b>Interagency Meeting;</b> Statutory update meeting to be held 12 September 2023, with DFI Roads EA, NIHE and Translink, to discuss new Bus shelter locations, response times and issues as listed below;</p>
3.12	<b>Other issues: None</b>

<b>4.0</b>	<b>Other Considerations</b>
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>
	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	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
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 3.6 ( 3.7 ) is recommended for approval and to move from stage 5. <ul style="list-style-type: none"> <li>• Moore Street, Aughnacloy</li> </ul> <p>Those listed under 3.7 is recommended for rejection and to remove from register.</p> <ul style="list-style-type: none"> <li>• Old Dungannon Road, Ballygawley</li> </ul>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
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. 1<sup>st</sup> 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](mailto: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](http://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 (1nr)				
No	Location	Stage	Status / Comment	Progress status
1	Thatch Inn, Hillhead Road	0	Presented to Translink for comment	DfI Roads / Translink to confirm if shelter falls under their remit to install rather than MUDC.
Table 2 – New applications received since last Committee (2nr)				
1	Dungannon road, Cabragh	2	Site visit to be confirmed	User numbers requested from Translink/EA
2	Lineside, Coalisland	2	Site visit to be confirmed	User numbers requested from Translink/EA
Table 3 – STAGES 2-4, (12nr)				
1	Brough Road, Castledawson	3	Signed Application Form received	Translink 20 nr user numbers, EA do not use this route
2	Tirkane Road, Maghera	3	Signed Application Form received	Site visit held, site identified for shelter. Translink do not use this stop. Awaiting EA response
3	Annaghamore Road, Clonoe	3	Signed Application Form received	DfI Roads to visit site, to assess proposed location
4	Cloverhill, Moy	3	Signed Application Form received	Site visit with DfI 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	Ballyronan Road, Magherafelt	4	Signed Application received	Site meeting held 15/09/2022. Letters sent to Translink and EA for user numbers
7	Primrose Hill, Clogher	2	Signed Application received	New application. User numbers requested from Translink and EA
8	Cullion Road, Desertmartin	4	Signed Application received	New application. User numbers requested from Translink and EA. Confirmed 6nr from Translink.
9	Moydamlaght Road, Draperstown	3	Signed Application received	Site visit held with applicant, 15/05/2023, user numbers requested
10	Derrynoyd lane, Draperstown	3	Signed Application received	Site visit held with applicant, 15/05/2023, user numbers requested
11	Cloane Road, Draperstown	3	Signed Application received	Site visit held with applicant, 15/05/2023, user numbers requested
12	Moore Street, Aughnacloy	4	Signed Application received	Site visit 09/06/2023, user numbers requested, response, EA 20nr users
Table 4 – STAGES 5-8, (10 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/ Armaghughy Road, Ballygawley - 2016/015	6	Site and user numbers confirmed	Translink users confirmed - 10 nr. Location to be agreed with DfI Roads / Translink. Site visit to be arranged
8	Derryfubble Road, Benburb	6	NIHE Site	Site visit held with DfI 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

Table 5 – STAGE 9, (8 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	Eglis 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	Old Dungannon Road, Ballygawley	6	DFI Roads, rejected location due to poor forward sight lines	Now assigned to "Property Services" for installation and legal consents
7	Derryvale, Coalisland	6	Awaiting legal Consent	Now assigned to "Property Services" for installation and legal consents
8	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	Annaghnaeboe Road/ Washingbay Road Junction, Clonoe - 2017/006	10	None	Installed
13	Killeen, Lisacclare 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	Lisacclare Road, Killeen	3	Signed Application received	Installed

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

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.

### Appendix 3 – Progress Table Summary, June 2023

TABLE	DESCRIPTION	NUMBERS
Table 1.	Applications awaiting formal application to be submitted	1Nr
Table 2.	New applications received from Last Committee Meeting	2Nr
Table 3.	<b>Stages 2-4,</b> <ul style="list-style-type: none"> <li>• <b>Stage 2,</b> Acknowledge receipt of request</li> <li>• <b>Stage 3,</b> Site Visit</li> <li>• <b>Stage 4,</b> Contact Translink/EA for user numbers</li> </ul>	12Nr
Table 4.	<b>Stages 5-8,</b> <ul style="list-style-type: none"> <li>• <b>Stage 5,</b> Report to Committee for approval</li> <li>• <b>Stage 6,</b> Identify landowner and Nearest Neighbour issued</li> <li>• <b>Stage 7,</b> Send letters for approval to DFI etc</li> <li>• <b>Stage 8,</b> Article 66 to be issued to DFI Roads</li> </ul>	10Nr
Table 5.	<b>Stage 9,</b> <ul style="list-style-type: none"> <li>• Awaiting Installation of Bus Shelter</li> </ul>	9Nr
Table 6.	<b>Stages 10/11, Installed shelters</b> <ul style="list-style-type: none"> <li>• <b>Stage 10,</b> Send to GIS officer</li> <li>• <b>Stage 11,</b> Report to Council</li> </ul>	23Nr

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<b>Report on</b>	Capital Projects – Contract awards Delegated Authority request
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Anne Marie Campbell
<b>Contact Officer</b>	Raymond Lowry

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	<p>For Council to approve awarding delegated powers for the award of Capital Contracts for the the following projects</p> <ol style="list-style-type: none"> <li>1. Connecting Pomeroy – Civil Trail development ( IST Contract )</li> <li>2. Small Settlements – Castlecaulfield ( ICT Contract )</li> <li>3. Small Settlements – Moy ( ICT Contract )</li> </ol>
<b>2.0</b>	<b>Background</b>
2.1	MUDC Capital Programme has many funded projects, which aims to to enhance the district by delivering Capital investment into the towns and villages. In order to progress schemes which are ALL under extreme funding programme pressures this involves council officers having to progress procurement awards to the various schemes as noted in section 1.1.
2.2	<p>The following are indicative Costs for these projects</p> <ul style="list-style-type: none"> <li>• Connecting Pomeroy – Civil Trail development ( IST Contract - £60k)</li> <li>• Small Settlements – Castlecaulfield ( ICT Contract - £100k )</li> <li>• Small Settlements – Moy ( ICT Contract - £100k )</li> </ul>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>With the development of these schemes in getting schemes designed and developed, the community engagement etc unfortunately officers were unable to get projects to award stages in August were previous delegated authority had been granted to the CEO has been missed. The schemes are in procurement mode and will close at various stages throughout September and to progress the awards and maintain funding deadlines we seek the councils approval to award contracts at the October P&amp;R or Environment Committee .</p>
3.2	<p>The end date for delivery of these projects is 31<sup>st</sup> December 2023 ( Connecting Pomeroy ) and 31<sup>st</sup> March 2024 for all other projects ( Small Settlements )</p>

3.3	Due to the limited timeframes involved, approval is therefore sought to delegate authority to P&R or Environment Committee to authorise the award of these contracts to the successful tenderers. This will allow for progressing these schemes within the available funding deadline. This will assist in the completion dates for the programme delivery as detailed in Section 3.2.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: As identified.
	Human: Within existing staffing structure or appointed Consultants as per each specific Project.
	Risk Management: Non-delivery of the project's completion will result in negative press for the Council, reduction in grant funding allocation and impact development of services in the District.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendations</b>
5.1	It is recommend to Council that, pursuant to Section 7(1)(b) of the Local Government Act (NI) 2014, that authority is delegated to P&R or Environment Committee to approve the award of contracts for the the following schemes. <ol style="list-style-type: none"> <li>1. Connecting Pomeroy – Civil Trail development ( IST Contract )</li> <li>2. Small Settlements – Castlecaulfield ( ICT Contract )</li> <li>3. Small Settlements – Moy ( ICT Contract )</li> </ol>
5.2	A full update report will be brought back to Members in November Committee/Council for Members information.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	None.

<b>Report on</b>	DfI Roads Proposal to Mid Ulster District Council – Eglish Road, Dungannon 30mph Speed Limit
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce a 30mph speed limit at Eglish Road, Dungannon.
<b>2.0</b>	<b>Background</b>
2.1	DfI Roads is proposing to introduce a reduced speed limit from 40mph to 30mph speed limit at Eglish Road, Dungannon.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>30 MPH SPEED LIMIT – EGLISH ROAD, DUNGANNON</b></p> <p>Correspondence was received from DfI Roads dated 3 July 2023 proposing to reduce the speed limit from 40mph to 30mph on the Eglish Road, Dungannon.</p> <p>Consultation letter and a location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	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.

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Letter and Map from DfI Roads dated 3 <sup>rd</sup> July 2023; proposed 30mph speed limit Eglisk Road, Dungannon.



**Western Division Network Development**



Department for  
**Infrastructure**

An Roinn

**Bonneagair**

Department for

**Infrastructure**

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

DfI Roads  
County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

3 July 2023

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

Dear Mr McCreesh

**30 MPH SPEED LIMIT – EGLISH ROAD, DUNGANNON**

DfI Roads is proposing to reduce the speed limit from 40mph to 30mph on Eglish Road, Dungannon, as shown on the attached map, following a request from a local Councillor and subsequent review.

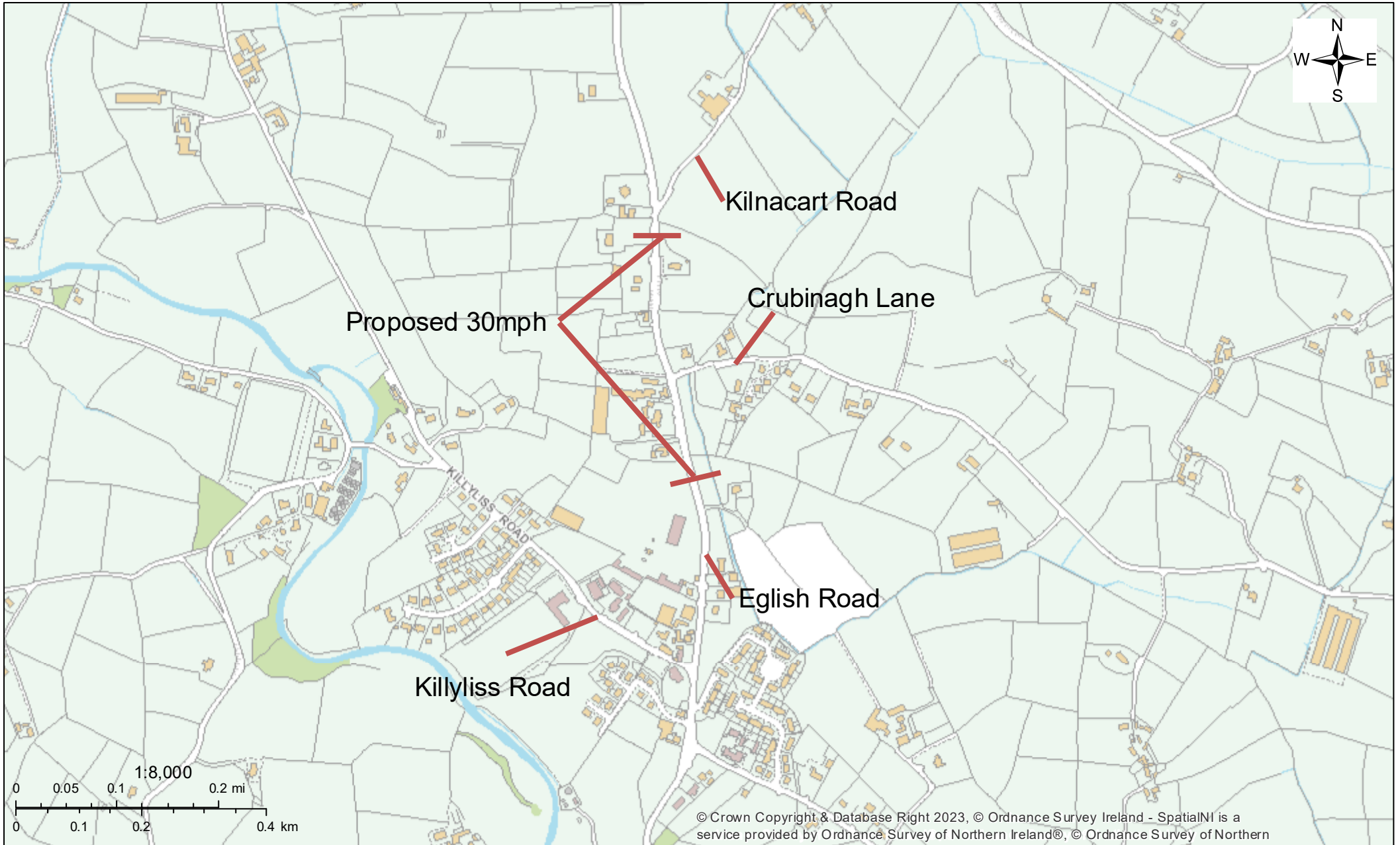
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc

# Proposed 30mph - Eglis Road, Dungannon



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03/07/2023, 13:53:28

<b>Report on</b>	Dfl Roads Proposal to Mid Ulster District Council – Proposed stopping up – Killybracken Road and Eglish Road, Dungannon
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from Dfl Roads to introduce a 'stop-up on the Killybracken Road, Dungannon and an advisory speed limit on the Eglish Road, Dungannon.
<b>2.0</b>	<b>Background</b>
2.1	Dfl Roads is proposing to introduce a 'stop-up on the Killybracken Road, Dungannon and an advisory 30mph speed limit on the Eglish Road, Dungannon.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>KILLYBRACKEN RD – PROPOSED STOPPING UP &amp; EGLISH RD – PROPOSED ADVISORY 30MPH SPEED LIMIT</b></p> <p>Correspondence was received from Dfl Roads dated 26 July 2023 proposing to is proposing to stop up the area of land identified on the Killybracken Road and place an advisory speed limit of 30mph on the Eglish Road.</p> <p>Consultation letter and a location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	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	<p><b>Screening &amp; Impact Assessments</b></p> <p>Equality &amp; Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist Dfl in the discharge of their statutory duty.</p> <p>Rural Needs Implications: The rural needs assessment would be conducted by Dfl Roads.</p>
5.0	<p><b>Recommendation(s)</b></p>
5.1	<p>That the Environment Committee endorses the proposal submitted by Dfl Roads.</p>
6.0	<p><b>Documents Attached &amp; References</b></p>
6.1	<p>Appendix 1 – Letter and map from Dfl Roads dated 26<sup>th</sup> July 2023; proposed stop up and advisory 30mph speed limit.</p>



Department for

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**Bonneagair**

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

Mr Adrian McCreesh  
Chief Executive  
Mid Ulster Council  
Circular Road  
Dungannon  
Co Tyrone  
BT71 6DT

**Network Development**  
County Hall  
Drumragh Avenue  
OMAGH  
BT79 7AF

Tel: 028 8225 4161

Our reference:

26th of July 2023

Dear Mr McCreesh

**RE: KILLYBRACKEN RD - PROPOSED STOPPING-UP & EGLISH RD - PROPOSED ADVISORY 30MPH SPEED LIMIT**

Following recent representation regarding road safety in the area, DFI Roads propose 'stop-up' an area of land as shown coloured red on the attached plan.

In conjunction with the suggested road closure, we also propose placing an advisory 30mph speed limit on the Eglish Rd.

I would be obliged if you would indicate if are affected by the proposed road closure and whether or not you have any objections to this proposal.

A response on or before the 28<sup>th</sup> of August 2023 is requested.

Thanking you in anticipation.

Yours faithfully

*pp* 

Brendan Elliott

DFI Roads  
Network Development  
County  
Hall, Omagh

02882254161



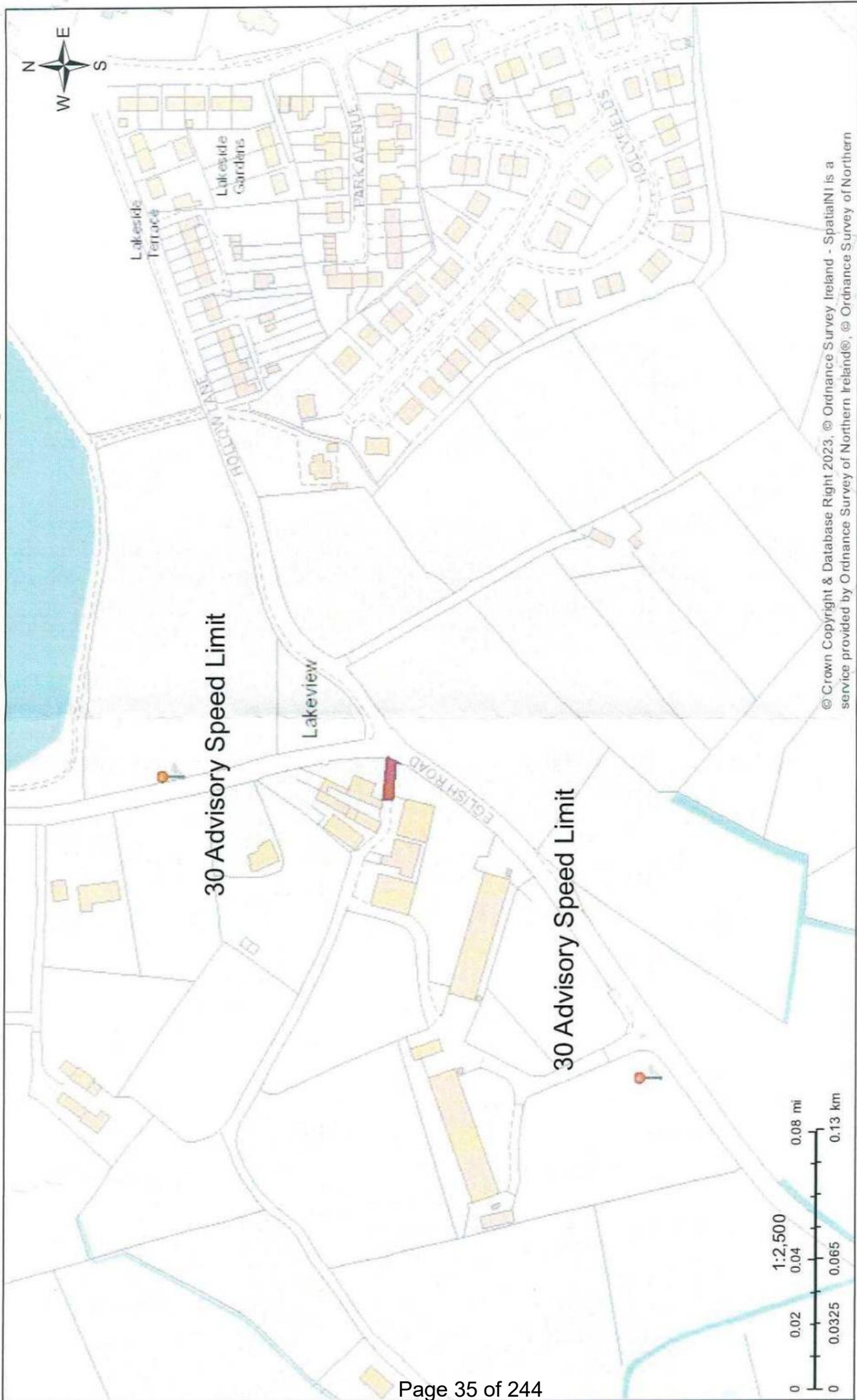
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- 2 AUG 2023

CHIEF EXECUTIVE



# Stopping-up Consultation - Killybracken Rd, Dungannon







<b>Report on</b>	DfI Roads Proposal to Mid Ulster District Council - Bracken Way, Bracken Ridge, Bracken Ridge Park and Bracken Ridge Avenue, Newmills 20 mph Speed Limit
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce a 20mph speed limit at Bracken, Newmills.
<b>2.0</b>	<b>Background</b>
2.1	DfI Roads is proposing to introduce a reduced speed limit from 30mph to 20mph speed limit at Bracken, Newmills.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>20 MPH SPEED LIMIT – BRACKEN WAY, BRACKEN RIDGE, BRACKEN RIDGE PARK AND BRACKEN RIDGE AVENUE, NEWMILLS</b></p> <p>Correspondence was received from DfI Roads dated 3 July 2023 proposing to is proposing to reduce the speed limit from 30mph to 20mph in Bracken, Newmills to facilitate traffic calming.</p> <p>Consultation letter and a location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>
	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.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Letter from Dfl Roads dated 3 <sup>rd</sup> July 2023; proposed 20mph speed limit Bracken, Newmills.
6.2	Appendix 2– Map from Dfl Roads dated 3 <sup>rd</sup> July 2023; proposed 20mph speed limit Bracken, Newmills.

**Western Division Network Development**



Department for

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

DfI Roads  
County Hall  
Drumragh Avenue  
Omagh

Tel: 028 8225 4085

3 July 2023

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

Dear Mr McCreesh

**20 MPH SPEED LIMIT – BRACKEN WAY, BRACKEN RIDGE, BRACKEN RIDGE PARK AND BRACKEN RIDGE AVENUE, NEWMILLS**

DfI Roads is proposing to reduce the speed limit from 30mph to 20mph on Bracken Way, Bracken Ridge, Bracken Ridge Park and Bracken Ridge Avenue, Newmills, as shown on the attached map, to facilitate traffic calming in the area.

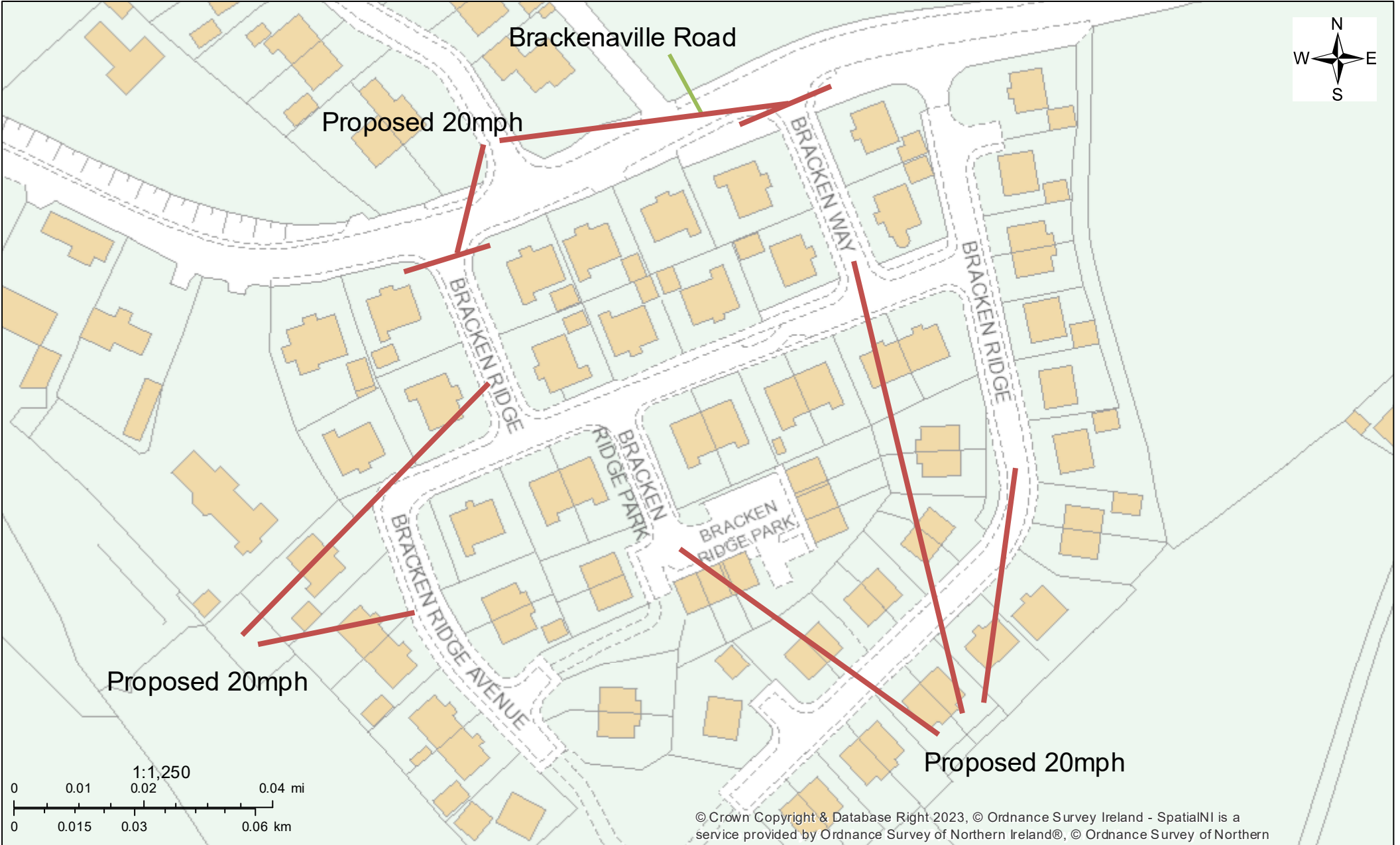
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton  
Network Development Section

Enc

# Proposed 20mph - Bracken Way, Bracken Ridge, Bracken Ridge Park and Bracken Ridge Avenue



03/07/2023, 10:07:59

<b>Report on</b>	DfI Roads Proposal to Mid Ulster District Council - Traffic Calming, Bush Road and Cavan Road The Bush
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce traffic calming measures at Bush Road and Cavan Road the Bush.
<b>2.0</b>	<b>Background</b>
2.1	Following a number of representations regarding vehicle speeds, DfI Roads is proposing to introduce traffic calming measures at Bush Road and Cavan Road, the Bush
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>PROPOSED INTRODUCTION OF TRAFFIC CALMING MEASURES FOR BUSH AND CAVAN ROAD, THE BUSH</b></p> <p>Correspondence was received from DfI Roads dated 24 July 2023 to introduce traffic calming measures at Bush Road and Cavan Road, the Bush.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	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.

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Letter and map from Dfl Roads dated 24 July 2023; traffic calming measures at Bush Road and Cavan Road.



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CHIEF EXECUTIVE

Mr Adrian McCreesh  
Chief Executive  
Mid Ulster Council  
Circular Road  
Dungannon  
Co Tyrone  
BT71 6DT

**Western Division  
Traffic Management**

County Hall  
Drumragh Avenue  
Omagh  
County Tyrone  
BT79 7AF

Telephone: (028) 8225 4161

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

24 July 2023

Dear Mr McCreesh

**TRAFFIC CALMING PROPOSALS FOR BUSH ROAD & CAVAN ROAD THE BUSH**

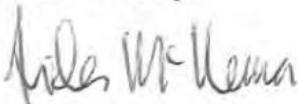
Following a number of representations regarding vehicle speeds on Bush Road and Cavan Road The Bush, DFI Roads carried out a traffic calming assessment and are proposing to introduce traffic calming measures within the 2023/24 financial year.

I would be most grateful if you could bring this letter and attached scheme layout drawing to the attention of the elected representatives for this area and your technical services team for due consideration.

If you wish to comment on this proposal, you can do so by writing to me at the above at the address.

If you have any questions, please do not hesitate to contact me for further information.

Yours sincerely

PP 

**Brendan Elliott**  
Network Development 2  
(028) 8225 4161





### Traffic Calming Scheme Procedures:

**Consultation** — Preliminary design is presented for comment to the police, emergency services, Translink, local residents representatives & other interested parties. The needs of cyclists are also taken into account.

**Final design** — Follow consultation, final design is prepared and the statutory legislation process can begin.

**Statutory notification** — Traffic calming proposals are published in the local press as part of the statutory requirement. Interested parties have the opportunity to comment on the proposal within a 31 day period from the date of advertisement.

**Construction** — Following the resolution of any objections the scheme will then be forwarded to a Roads Service contractor for construction during the financial year. Some disruption is likely during construction.

**Monitoring** — The effect of the traffic calming scheme is monitored taking into consideration the before and after collision history and reduction in vehicle speeds.

**One of the keys to a successful scheme is local community involvement. Local concerns identified through well planned consultation will help ensure that the appropriate measures are provided in the necessary locations to meet expectations of residents.**

For further information, provide comments to the proposals shown overleaf please contact:

DFI Roads  
Western Division  
Network Development Section 2  
County Hall, Drumragh Avenue, Omagh BT79 7AF

Telephone: 028 82254162 or  
02882254161

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

Website: [www.nidirect.gov.uk](http://www.nidirect.gov.uk)

Any comments to the proposals should be submitted by

### Confidentiality of Responses to Consultations:

The Department may publish a summary of responses following completion of the consultation process. Your response, and all other responses to the consultation, may be disclosed on request. The Department can only refuse to disclose information in exceptional circumstances. Before you submit your response, please read the paragraphs below on the confidentiality of consultations and they will give you guidance on the legal position about any information given by you in response to this consultation.

The Freedom of Information Act gives the public a right of access to any information held by a public authority, namely, the Department in this case. This right of access to information includes information provided in response to a consultation. The Department cannot automatically consider as confidential information supplied to it in response to a consultation. However, it does have the responsibility to decide whether any information provided by you in response to this consultation, including information about your identity, should be made public or be treated as confidential. If you do not wish information about your identity to be made public please include an explanation in your response. This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very particular circumstances. For further information about confidentiality of responses please contact the Information Commissioner's Office (or see web site at: [www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)).

## Bush Road/Cavan Road Bush Proposed Traffic Calming Measures

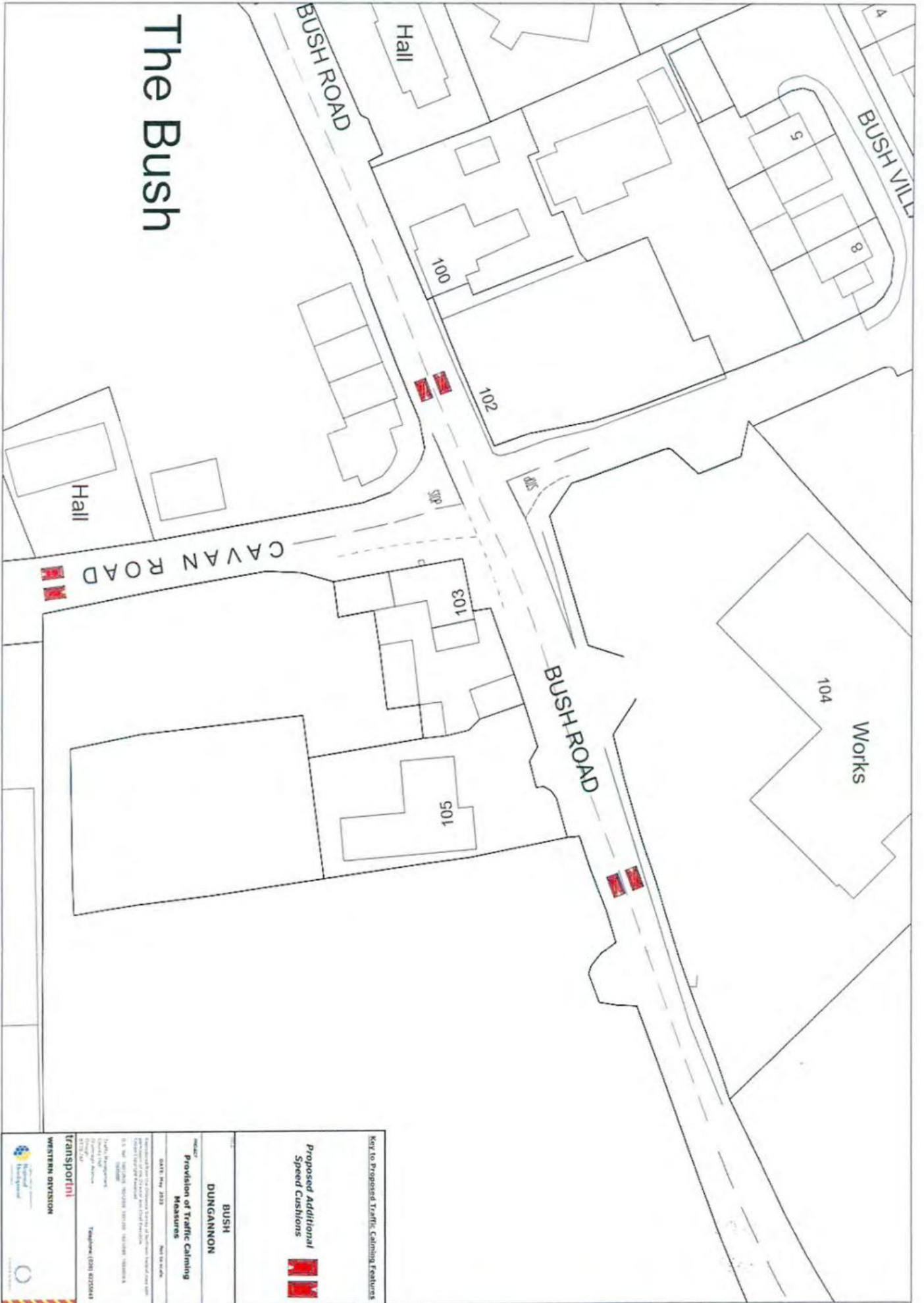
### Residents Consultation Leaflet



Traffic Calming Speed Cushions

## DFI Roads





Key to Proposed Traffic Calming Features

**Proposed Additional Speed Cushions**



**BUSH DUNGANNON**

**Provision of Traffic Calming Measures**

DATE: May 2023  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 PROJECT: [Name]  
 CLIENT: [Name]  
 ADDRESS: [Address]  
 CONTACT: [Phone Number]  
 WEBSITE: [Website]

**TRANSSPORTNI**  
 WESTERN DIVISION

<b>Report on</b>	DfI Roads Proposal to Mid Ulster District Council - Traffic Calming, Moydamlaght Road Moneyneany
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce traffic calming measures at Moydamlaght Road Moneyneany.
<b>2.0</b>	<b>Background</b>
2.1	Following a number of representations regarding vehicle speeds, DfI Roads is proposing to introduce traffic calming measures at Moydamlaght Road Moneyneany.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>PROPOSED INTRODUCTION OF TRAFFIC CALMING MEASURES FOR MOYDAMLAGHT ROAD MONEYNEANY</b></p> <p>Correspondence was received from DfI Roads dated 9 August 2023 to introduce traffic calming measures at Moydamlaght Road Moneyneany.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	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.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Letter and map from Dfl Roads dated 9 August 2023; traffic calming measures at Moydamlaght Road Moneyneany.



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14 AUG 2023  
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Department for  
**Infrastructure**

An Roinn  
**Bonneagair**

Department for  
**Infrastructure**

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

Mr Adrian McCreesh  
Chief Executive  
Mid Ulster Council  
Circular Road  
Dungannon  
Co Tyrone  
BT71 6DT

**Western Division  
Traffic Management**  
County Hall  
Drumragh Avenue  
Omagh  
County Tyrone  
BT79 7AF

Telephone: (028) 8225 4161

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

09 August 2023

Dear Mr McCreesh

**TRAFFIC CALMING PROPOSALS FOR MOYDAMLIGHT ROAD MONEYNEANY**

Following a number of representations regarding vehicle speeds on Moydamlight Road Moneyneany, DFI Roads carried out a traffic calming assessment and are proposing to introduce traffic calming measures within the 2023/24 financial year.

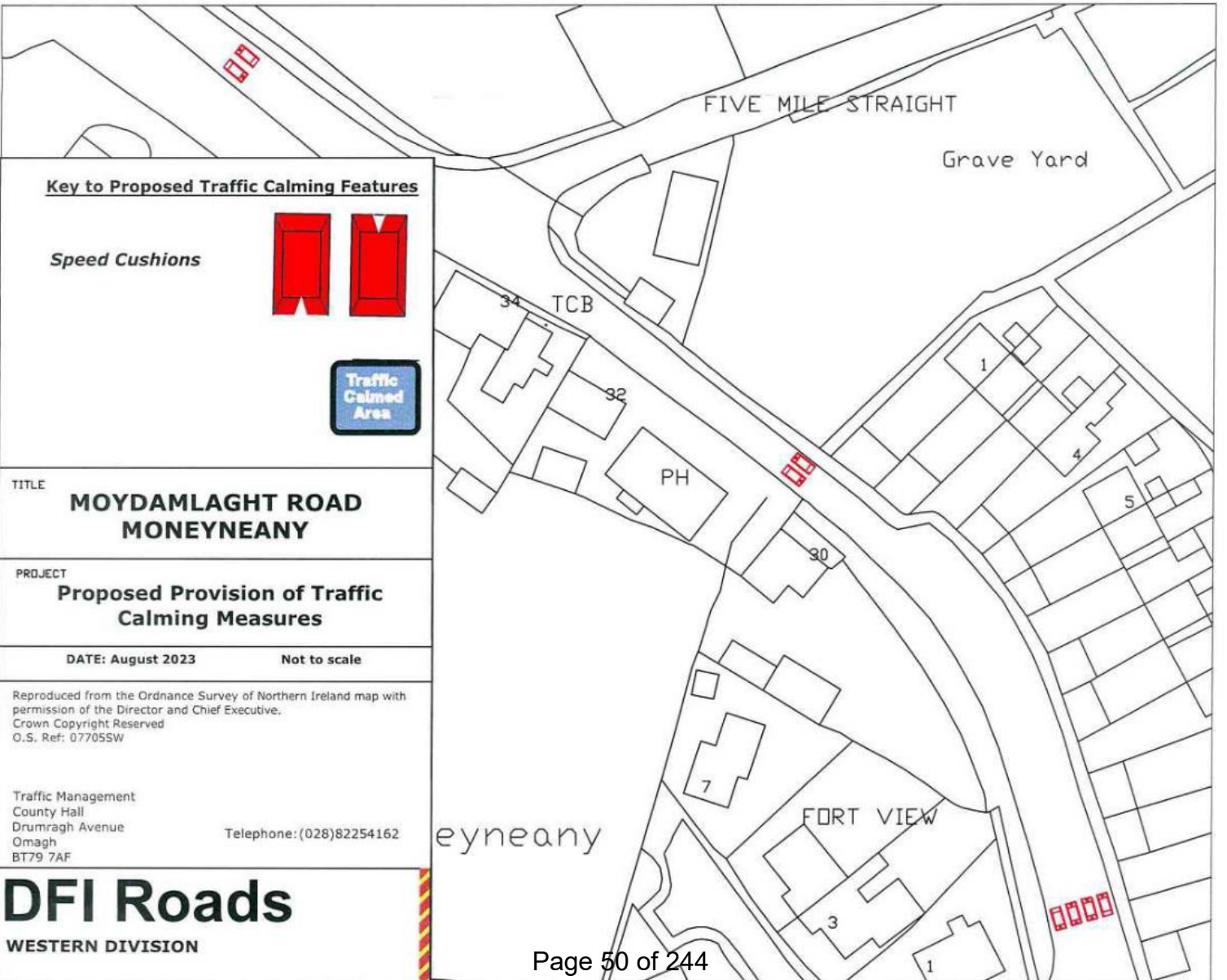
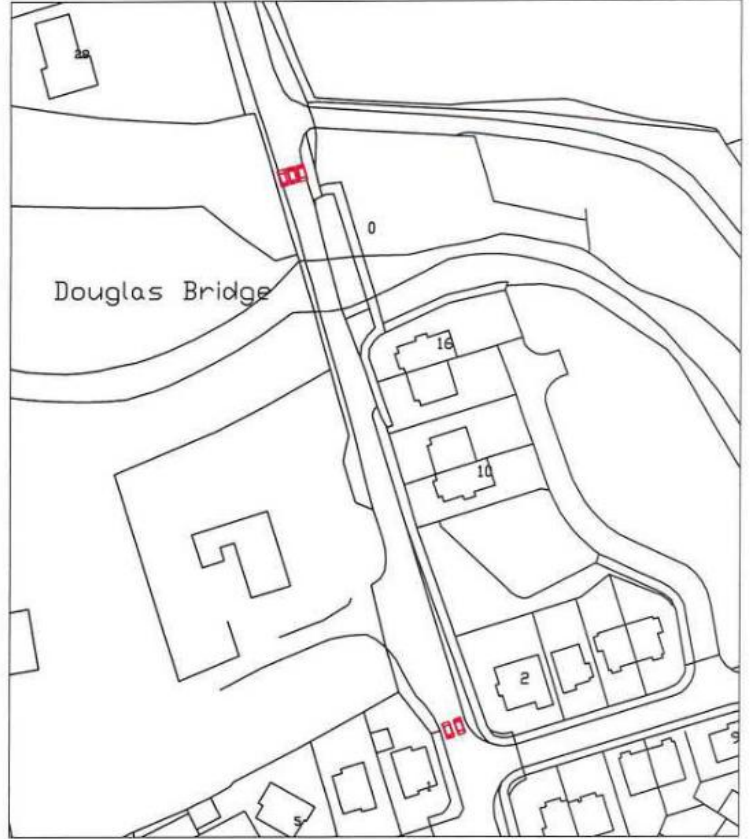
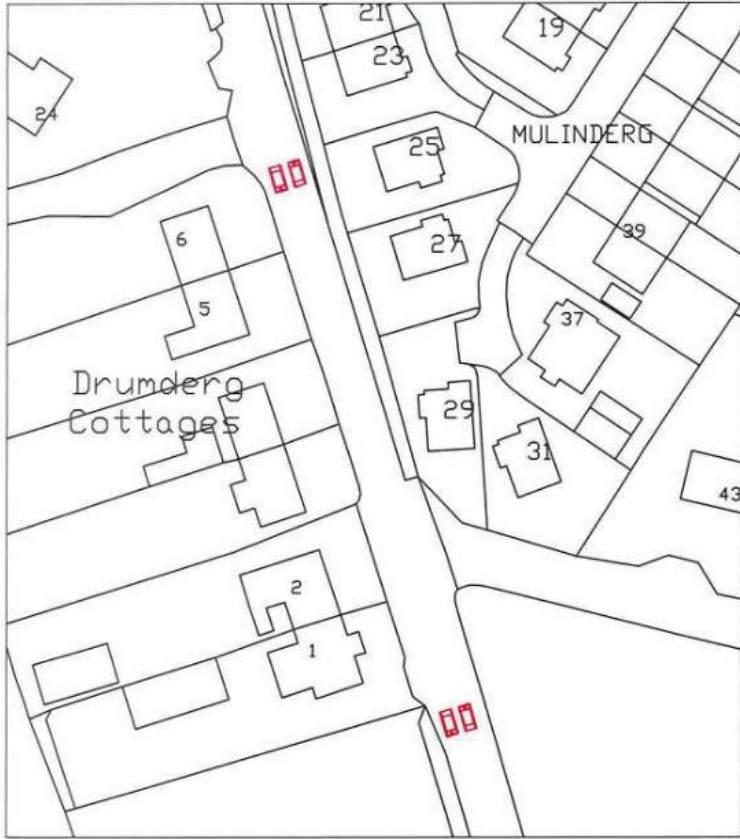
I would be most grateful if you could bring this letter and attached scheme layout drawing to the attention of the elected representatives for this area and your technical services team for due consideration.

If you wish to comment on this proposal, you can do so by writing to me at the above at the address.

If you have any questions, please do not hesitate to contact me for further information.

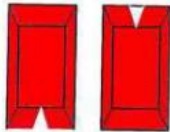
Yours sincerely

**Brendan Elliott**  
Network Development 2  
(028) 8225 4161



**Key to Proposed Traffic Calming Features**

*Speed Cushions*



TITLE  
**MOYDAMLAGHT ROAD  
MONEYNEANY**

PROJECT  
**Proposed Provision of Traffic  
Calming Measures**

DATE: August 2023 Not to scale

Reproduced from the Ordnance Survey of Northern Ireland map with permission of the Director and Chief Executive, Crown Copyright Reserved O.S. Ref: 077055W

Traffic Management  
County Hall  
Drumragh Avenue  
Omagh  
BT79 7AF

Telephone: (028)82254162

**DFI Roads**

WESTERN DIVISION

<b>Report on</b>	DfI Roads Proposal to Mid Ulster District Council - Traffic Calming, Mullaghboy Road Bellaghy
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce traffic calming measures at Mullaghboy Road Bellaghy
<b>2.0</b>	<b>Background</b>
2.1	Following a number of representations regarding vehicle speeds, DfI Roads is proposing to introduce traffic calming measures at Mullaghboy Road Bellaghy
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>PROPOSED INTRODUCTION OF TRAFFIC CALMING MEASURES FOR MULLAGHBOY ROAD BELLAGHY</b></p> <p>Correspondence was received from DfI Roads dated 16 August 2023 to introduce traffic calming measures at Mullaghboy Road Bellaghy</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	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.

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Letter and map from Dfl Roads dated 16 August 2023; traffic calming measures at Mullaghboy Road Bellaghy





Department for

**Infrastructure**

An Roinn

**Bonneagair**

Department for

**Infrastructure**

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

Mr Adrian McCreesh  
Chief Executive  
Mid Ulster Council  
Circular Road  
Dungannon  
Co Tyrone  
BT71 6DT

**Western Division  
Traffic Management**  
County Hall  
Drumragh Avenue  
Omagh  
County Tyrone  
BT79 7AF

Telephone: (028) 8225 4161

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

16 August 2023

Dear Mr McCreesh

### **TRAFFIC CALMING PROPOSALS FOR MULLAGHBOY ROAD BELLAGHY**

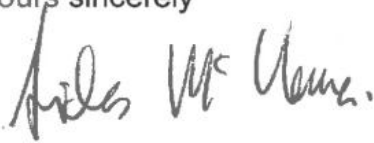
Following a number of representations regarding vehicle speeds on Mullaghboy Road Bellaghy, DFI Roads carried out a traffic calming assessment and are proposing to introduce traffic calming measures within the 2023/24 financial year.

I would be most grateful if you could bring this letter and attached scheme layout drawing to the attention of the elected representatives for this area and your technical services team for due consideration.

If you wish to comment on this proposal, you can do so by writing to me at the above at the address.

If you have any questions, please do not hesitate to contact me for further information.



Yours sincerely

PP 

**Brendan Elliott**  
Network Development 2  
(028) 8225 4161





<b>Proposed Traffic Calming Speed Cushions</b> 
<b>TITLE</b> Mullaghboy Road Bellaghy
<b>Proposed Traffic Calming Extension</b>
Traffic Management County Hall Drumragh Avenue Omagh BT79 7AF Telephone: (028) 82255161 OS Tiles: 07905 NE, 07905SE
<b>Not to scale</b> <b>Date: September 2023</b>
<b>DFI Roads</b> <b>WESTERN DIVISION</b>  PATENTED TRADE MARK

<b>Report on</b>	Dfl Roads Proposal to Mid Ulster District Council - Traffic Calming, Bridge Street Castledawson
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Terry Scullion, AD Property Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek the agreement of Members in relation to a proposal from Dfl Roads to introduce traffic calming measures at Bridge Street Castledawson.
<b>2.0</b>	<b>Background</b>
2.1	Following a number of representations regarding vehicle speeds, Dfl Roads is proposing to introduce traffic calming measures at Bridge Street Castledawson.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p><b>PROPOSED INTRODUCTION OF TRAFFIC CALMING MEASURES FOR BRIDGE STREET CASTLEDAWSON</b></p> <p>Correspondence was received from Dfl Roads dated 16 August 2023 to introduce traffic calming measures at Bridge Street Castledawson.</p> <p>Consultation letter and location map of aforementioned proposal are attached as appendices to this report.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	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.

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	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.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That the Environment Committee endorses the proposal submitted by Dfl Roads.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Letter and map from Dfl Roads dated 16 August 2023; traffic calming measures at Bridge Street Castledawson



Department for

**Infrastructure**

An Roinn

**Bonneagair**

Department for

**Infrastructure**

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

Mr Adrian McCreesh  
Chief Executive  
Mid Ulster Council  
Circular Road  
Dungannon  
Co Tyrone  
BT71 6DT

**Western Division  
Traffic Management**  
County Hall  
Drumragh Avenue  
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County Tyrone  
BT79 7AF

Telephone: (028) 8225 4161

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

16 August 2023

Dear Mr McCreesh

### **TRAFFIC CALMING PROPOSALS FOR BRIDGE STREET CASTLEDAWSON**

Following a number of representations regarding vehicle speeds on Bridge Street Castledawson, DFI Roads carried out a traffic calming assessment and are proposing to introduce traffic calming measures within the 2023/24 financial year.

I would be most grateful if you could bring this letter and attached scheme layout drawing to the attention of the elected representatives for this area and your technical services team for due consideration.

If you wish to comment on this proposal, you can do so by writing to me at the above at the address.

If you have any questions, please do not hesitate to contact me for further information.

Yours sincerely

*PP*

**Brendan Elliott**  
Network Development 2  
(028) 8225 4161

Received  
18 AUG 2023  
Chief Executive





BRIDGE STREET

Proposed Traffic Calming Speed Cushions



TITLE

Bridge Street  
Castledawson

Proposed Traffic Calming Measures

Traffic Management  
County Hall  
Drumragh Avenue  
Omagh  
BT79 7AF  
Telephone: (028) 82255161  
OS Tiles: 078165E

Not to scale

Date: September 2023

DFI Roads

WESTERN DIVISION



INFRASTRUCTURE IN IRELAND

**Minutes of Meeting of Environment Committee of Mid Ulster District Council  
held on Monday 3 July 2023 in Council Offices, Circular Road, Dungannon and  
by virtual means**

**Members Present**

Councillor Cuthbertson, Chair

Councillors J Burton, J Buchanan, Cahoon, Kelly,  
Groogan, Mallaghan, Martin\*, McAleer, McElvogue,  
McGuigan, Milne\*, Quinn\*, Robinson, Varsani

**Officers in  
Attendance**

Mrs Campbell, Strategic Director of Environment (SD:  
Env)  
Mr Lowry, Head of Technical Services (HoTS)\*\*  
Mr McAdoe, Assistant Director of Environmental Services  
(AD: ES)\*\*  
Mr Scullion, Assistant Director of Property Services (AD:  
PS)  
Mr Brown, ICT Support  
Mrs Grogan, Committee and Member Services Officer

\* 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.*

**E140/23 Notice of Recording**

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

**E141/23 Apologies**

Councillor McNamee.

**E143/23 Declarations of Interest**

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

## **E144/23 Chair's Business**

None.

## **Matters for Decision**

### **E145/23 Capital Projects – Contract Awards Delegated Authority Request**

The Strategic Director of Environment (SD: Env) presented previously circulated report and sought approval to award delegated powers for the award of Capital Contracts for the following projects:

- Connecting Pomeroy – Arts Trail Development (IST Contract)
- Small Settlements – Moneymore (IST Contract)
- Small Settlements – Castlecaulfield (ICT Contract)
- Small Settlements – Moy (ICT Contract)
- Small Settlements – Clady/Castledawson (IST Contract)

Councillor McGuigan referred to the Small Settlement project 'Clady/Castledawson' (IST Contract) which were grouped together for some reason. The member stated that he had an issue with the Castledawson part as there was quite a substantial project going on at Riverside housing estate and currently in the process of building a bonfire at the site. The member's view would be that this was on Council land and where this project has been funded and taking place, would propose that this be put on hold until a firm agreement that no bonfire is to be built on that site. The member was aware of discussions taking place as he attended an earlier Bonfire Working Group meeting and discussions were taking place in the background with the local community in terms of going down the road of a beacon which is the right direction of travel and adhering to Council policy also. The member felt that to spend this vast amount of money on this particular project and the same to happen again next year would be unwise as there would be no guarantee that the same thing would not happen again even though the feedback is that the bonfire builders were going to go down the beacon route but until there was some firm agreement, his view would be not to proceed. He said there was still a few days left to show that the bonfire builders can go down the beacon route and if this is the case he was aware that there is an opportunity to allow this to happen, but until that Council get that guarantee, he would propose that this was put on hold to see what the outcome was and that the Clady part of the application goes ahead.

The Chair advised that the report in front of members here tonight was in relation to appointing contractors or giving delegated authority to the Chief Executive and while the Environment Committee award ICT and IST contracts, the actual details on the ground would go through either Policy & Resources or Development committees and not relevant to this committee. The Chair said that he would not be aware of things on the ground and would assume that it would not be possible to separate the scheme for Clady/Castledawson and best to move ahead in relation to what the recommendation is seeking approval for.



The Strategic Director of Environment (SD: Env) advised members that the way the projects are grouped together for Clady/Castledawson was how it was going to be procured. Council have not however moved to advertise IST award yet. The SD: Env said that there were a lot of other small settlement schemes ongoing and the team have paused this group at the moment given what was happening on the ground and suggested changes. The SD: Env concurred with comment by member in relation to ongoing discussions between our community team and members of the local community in that area and would be hopeful that agreement is reached in proceeding down a beacon route possibly next year but it is still work in progress. The SD: Env advised that this was what stage the project is at, but proposals have been brought through in terms of modifications that would facilitate a beacon approach and this was the work which was ongoing at the moment.

Councillor Mallaghan advised that this was a very useful update but felt that in the interim that these two projects should be separated before they go out for advertisement and the part relating to Castledawson should be at least held until full Council to see what happens over the next few weeks. The member encouraged the SD: Env and her team to continue working with the local community and was aware that some progress was being made but would be irresponsible on our behalf and on behalf of the ratepayers to proceed to publicly funding this project if in 12 months' time a huge bonfire was going to be sited there.

Councillor Mallaghan seconded Councillor McGuigan's proposal to put on hold Castledawson part of the project.

The Chair enquired if Councillor McGuigan's proposal was to remove the Castledawson element from the delegated authority and not in relation to actual what was going to be delivered on the ground.

Councillor McGuigan agreed that the Castledawson element be removed from delegated authority to see if agreement could be reached as he did not want to see the same thing happening next year when the project has already been delivered on the ground.

The Chair advised that this was to permit delegated authority to the Chief Executive in August as there would be no meetings until September.

Councillor Robinson felt that if there was an issue it may be better holding all the projects in the interim and made this a proposal until everything was sorted out.

The SD: Env advised that some of these projects were very funding dependent and have a deadline, particularly Pomeroy Arts Trail Development which has to be delivered by December. The SD: Env cautioned against stopping all the projects as it would endanger the whole funding package that is secured for Pomeroy, and this was something that had to go ahead. The SD: Env referred to the Small Settlement Schemes and advised members that there were also deadlines up to the end of March that had to be met.

Councillor McGuigan advised that none of the other projects should be held up just because there was an issue with this particular one at Castledawson. The Member

felt that the other projects should be allowed to continue and the Castledawson element set aside until some sort of agreement was reached on a bonfire not proceeding on this particular site.

Councillor Robinson advised that he wasn't aware of the Clady/Castledawson one and surely that this was something for the Bonfire Committee to deal with. The members said that he did not realise that any meetings were taking place at the moment as it was his understanding from the last Council meeting that it was decided that no sub-committees meetings would be taking place until it was looked at. The member sought clarification on the matter.

The Chair advised that this was his understanding as well, the proposal made by Councillor McLean and seconded by Councillor Mallaghan with the exception of the Civic Awards Working Group. The Chair's recollection was it was agreed on the night that working groups would not meet until a report was reviewed and brought back to the P&R Committee for consideration.

Councillor Mallaghan confirmed that this was not the case at all and that the Civic Receptions would be put on ice and that the working groups would be reviewed at P&R Committee but not to be stopped.

The Chair stated that the working groups were to be reviewed and not to meet because there never has been a meeting yet of the working group in relation to the recycling centres.

The SD: Env advised that there were proposals brought in relation to reviewing the working groups, but it was her understanding that the working groups were still permitted to continue and the reason that there hasn't been a meeting of the Recycling Working Group as she was awaiting names to come back from the parties. The SD: Env said that she was unaware if these have been received yet but once the names have been received a meeting would be convened.

The Chair said that it was his understanding that names had been submitted in March.

The SD: Env advised that some of the members had changed because of the election and she was waiting on confirmation from committees.

The Chair assumed that the Bonfire Working Group members would have changed after the election.

The Chair advised that there were two proposals brought forward for consideration:

- 1) Proposal made by Councillor McGuigan and seconded by Councillor Mallaghan to accept the recommendation with the exception of Castledawson.
- 2) Proposal made by Councillor Robinson to hold all the projects – *not seconded*.

Councillor Robinson enquired which parties had not nominated for the working group for the recycling centres.

The Assistant Director of Environmental Services (AD: ES) advised that he had no further update as still waiting on names to be confirmed.

The SD: Env advised that an update can be provided to members if need be.

Councillor Robinson said that he found it strange that a working group cannot be set up for recycling centres as it affects everybody, yet a Bonfire Working Group can proceed and felt that some clarity would be useful.

Councillor Mallaghan confirmed that his party had submitted names for all of the working groups of the Council.

The Chair advised that the DUP had also submitted names in March for working groups.

Councillor McGuigan's proposal was carried.

Proposed by Councillor McGuigan  
Seconded by Councillor Mallaghan and

**Resolved** That it be recommended to Council that authority is delegated to the Chief Executive during August 2023 to approve the the award of contracts for the aforementioned schemes except Castledawson. A full report to be brought back to Members in September Committee/ Council for information. It was further agreed that progression of the Castledawson project element be paused pending agreements being formalised with the local community regarding the use of a beacon in future years.

#### **E146/23 Street Naming and Property Numbering**

The Assistant Director of Property Services (AD: PS) presented previously circulated report which considered the naming of new streets within residential housing development within Mid Ulster. Requests for the naming of streets within proposed residential development as follows:

- **Request 1 - Sites of Crannog Way, Dungannon**

**The options submitted are as noted below:**

Proposed by Councillor Varsani  
Seconded by Councillor Mallaghan and

➤ **Site 1 off Crannog Way, Dungannon (33 Dwellings)**

1. Crannog Drive
2. Crannog Grove
3. Crannog Place

**Resolved** That it be recommended to Council to name new street within new residential development as Crannog Drive.

➤ **Site 2 off Crannog Way, Dungannon (9 Apartments)**

1. Crannog Mews
2. Crannog Court

**Resolved** That it be recommended to Council to name new street within new residential development as Crannog Court.

- **Request 2 - Site off Sixtowns Road, Draperstown**

**The options submitted are as noted below:**

- Crockmore View
- Crockbrack View

Proposed by Councillor Groogan  
Seconded by Councillor McGuigan and

**Resolved** That it be recommended to Council to new new street off Sixtowns Road, Draperstown as Crockmore View.

**E147/23 Dfl Roads Proposal to Mid Ulster District Council – Disabled Person’s Parking Bay, Coalisland**

The Assistant Director of Property Services (AD: PS) presented previously circulated report to seek the agreement of Members in relation to a proposal from Dfl Roads to introduce a Disabled Person’s Parking Bay at The Square, Coalisland. Proposed limit waiting in the bay to 2 hours no return in 2 hours, Monday to Saturday from 8am to 6pm.

Proposed by Councillor McAleer  
Seconded by Councillor Groogan and

**Resolved** That it be recommended to Council approve the proposed introduction of a disabled persons’ parking bay at The Square, Coalisland. Proposed limit waiting in the bay to 2 hours no return in 2 hours, Monday to Saturday from 8am to 6pm.

## **Matters for Information**

### **E148/23 Minutes of Environment Committee held on 14 June 2023**

Members noted minutes of Environment Committee held on 14 June 2023.

### **E149/23 Eco Schools Green Flag Awards 2023**

Members noted previously circulated report which provided an update on the Eco Schools Green Flag Awards Ceremony 2023.

### **E150/23 Bus Shelters Update**

Members noted previously circulated report which provided an update on the current bus shelter status.

Councillor McAleer stated that there were 5 or 6 applications which were pending legal advice or feedback from the Housing Executive and enquired if there was any update and if not, could members be provided with an update this week as he has had a few queries regarding one which has been outstanding within his local area.

The Assistant Director of Property Services (AD: PS) advised that he would provide an update to the member before the end of the week.

### **E151/23 Building Control Workload**

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

### **E152/23 Dual Language Signage Surveys**

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

### **E153/23 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.

### **E154/23 Entertainment Licensing Applications**

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

*Live broadcast ended at 7.15 pm.*

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

Proposed by Councillor McAleer  
Seconded by Councillor Robinson 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 E155/23 to E163/23.

### **Matters for Decision**

- E155/23 Application for Funding to the Innovate UK Local Industrial Decarbonisation Plans (LIDP) Competition
- E156/23 Four Year Cyclical Fleet and Diverse Plant Replacement Programme (01/04/2023 – 31/03/2027)
- E157/23 Extension of 3<sup>rd</sup> Party Contracts

### **Matters for Information**

- E158/23 Environment Committee Confidential Minutes of Meeting held on 14 June 2023
- E159/23 Live Here Love Here Small Grants Scheme 2023
- E160/23 Capital Framework – ICT Contracts Update
- E161/23 Capital Framework – IST Contracts Update
- E162/23 Capital Projects – Scoping Contracts Update
- E163/23 Electric Vehicle Charging Points Update

### **E164/23 Duration of Meeting**

The meeting was called for 7.00 pm and ended at 7.30 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.





<b>Report on</b>	Environment Directorate Departmental Plan 2023/24
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Anne-Marie Campbell, Strategic Director Environment
<b>Contact Officer</b>	Anne-Marie Campbell, Strategic Director Environment

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members of the content of the annual Departmental Plan for the Environment Directorate for the period 2023/24.
<b>2.0</b>	<b>Background</b>
2.1	A Departmental Plan has been prepared for the Environment Directorate for 2023/24 which will contribute towards the Council's Corporate Objectives.
<b>3.0</b>	<b>Main Report</b>
3.1	The Environment Directorate is responsible for the following function areas across Mid-Ulster District Council: <ul style="list-style-type: none"> <li>• Environmental Services</li> <li>• Property Services</li> <li>• Technical Services</li> </ul>
3.2	A detailed breakdown of these services is included in the Departmental Plan (see Appendix 1).
3.3	The Departmental Plan for 2023/24 includes the following areas: <ul style="list-style-type: none"> <li>• Purpose, scope and responsibilities of the services;</li> <li>• Customers and stakeholders;</li> <li>• Overview of performance 2023/24;</li> <li>• Staffing compliment</li> <li>• Services work plan for 2023/24;</li> <li>• Service Improvements for 2023/24;</li> <li>• Risks for the Directorate.</li> </ul>

<b>4.0</b>	<b>Other Considerations</b>
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within current resources.
	Human: Within current resources.
	Risk Management: As identified.
4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the contents of this report and the Environment Directorate Departmental Plan for 2023/24.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Departmental Plan for Environment Directorate.



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

# ***ENVIRONMENT DIRECTORATE***

**DEPARTMENTAL SERVICE  
PLAN - 2023 / 2024**

# CONTENT

SECTION	TITLE	PAGE NUMBER
	<b>Foreword</b>	
<b>1.0</b>	<b>OVERALL PURPOSE &amp; SCOPE OF THE DEPARTMENT</b>	
1.1	Purpose and scope of the department	
1.2	Responsibilities	
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## **1.0 OVERALL PURPOSE AND SCOPE OF THE DEPARTMENT**

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

The Environment Directorate is responsible for contributing to the improvement of the local environment through the provision of all waste management, cleansing and grounds maintenance services. Expenditure on Environmental Services accounts for about one third of the Council Budget. The Directorate is also responsible for Assets Development, Building Control & Licensing, Capital Planning & Strategic Projects, Corporate Health and Safety/Emergency Planning. The Directorate is also responsible for delivery of the Capital Programme for the Council.

### **1.2 Responsibilities**

The Environment Directorate is specifically responsible for the following services:

- Refuse and Recycling kerbside collections (domestic and commercial)
- Provision of Recycling Centres
- Waste Transfer Facilities
- Landfill Site Management/Aftercare
- Delivery of waste related capital projects
- Waste recycling, treatment and processing
- Bulky waste collections
- Removal of fly tipping and abandoned vehicles
- Street and road cleansing
- Environmental Education and Awareness
- Grounds maintenance
- Provision of Cemeteries
- Building maintenance and repair services of Council properties
- Compliance activities to ensure works and services enable Council to meet statutory and regulatory requirements in relation to its Building and Assets
- Management, maintenance, replacement and disposal of the Council's fleet
- Management, development and performance monitoring of Council's Off Street Car Parks
- Front end service delivery of key amenities including Public Toilets
- Assessment of Building Control plans and assessment of building works in progress to ensure as is reasonably practicable, Building Regulations are not contravened.
- The administration of Property Certificates, Street Naming and Property Numbering for all new streets, The Dual Language Signage Policy.
- The inspection of Dangerous Structures in accordance with "The Public Health Acts Amendment Act 1907 – Section 30
- The enforcement of The Energy Performance of Buildings Regulations to ensure the production of Energy Performance Certificates, Display Energy Certificates and Air Conditioning Certificates.

- The Licensing of Places of Entertainment, Premises for the storage of Petroleum, Cinemas, Venues for Civil Marriages and Civil Partnerships in accordance with the relevant legislation.
- Corporate Health and Safety/Emergency Planning
- Capital Construction Delivery
- Bus Shelters & Signage
- Sustainability & Biodiversity

### **1.3 Customers & Stakeholders**

- Council (Officers, Elected Members, SMT, SLT, Internal Client Services)
- MLAs/MPs
- Funding Bodies (e.g. DAERA, NIEA, DfC, EA, SEUPB, LCF, Sport NI, SIF, MSW, LUF)
- Members of the General Public / ratepayers
- External Agencies, including Central Government and District Council Working Groups (e.g. Transport NI, DfI Roads, NIW, NIE, BT, NIEA, LPS, SGN, PSNI, NIFRS, NIHE, LPS, HSE, WISHNI, PHA, Mid Ulster Disability Forum, Sport NI, NI Council Waste Forum, NI Technical Advisors Group, NI Council Grounds and Parks Forum, NILGA, NI amenity Council, NI Sustainable Development Forum, Local Government Climate Action Network, Fairtrade Foundations, Energy Managers Forum, TAG NI, Logistics UK, ROSCPG, LASAN, BCNI, Licensing Forum etc.)
- Accreditation Bodies (e.g. OHSAS 45001)
- Trade Union representatives
- Community Groups, residents associations, schools etc.
- Environmental NGO's (e.g. The Conservation Volunteers, Sustainable NI, NIEL, Woodlands Trust, Groundwork NI, Ulster Wildlife, RSPB, BTO, BRT)
- Local Businesses, commercial/trade customers, service providers, utility providers, ICT Consultants / Contractors, Architects, Agents, Engineers, Solicitors, Estate Agents etc.

#### 1.4 Performance Overview in 2022/23 (Retrospective Review)

2022/2023 Performance Response/ Overview (What we achieved- Measured Activities)	End of Year Progress Status: Activity was - Completed /Commenced/ Other
1. To develop and implement a new structure for Environmental Services	Completed
2. To recycle/compost at 60% of our household waste	Commenced (recycling rate impacted by industrial action)
3. To prepare a Council Sustainable Development and Climate Change Strategy	Commenced (first draft prepared)
4. To complete contract works for the extension and refurbishment of Magherafelt Recycling Centre and Waste Transfer Station	Completed
5. To undertake environmental regulatory compliance works at Coalisland Recycling Centre	Delayed (due to working group considerations)
6. To undertake further roll-out/phase of Refuse Collection Route Optimisation Project	Completed
7. To obtain ISO45001 accreditation for Cookstown and Moneymore Recycling Centres and Forthill Cemetery	Commenced
8. To review and revise the Council's statutory Waste Management Plan	Commenced
9. To progress project for joint Council Materials Sorting and Recycling Facility	Delayed (review/report completed)
10. To undertake health and safety enhancements/improvements at Council cemeteries	Completed
11. 90% of all domestic applications were responded to by BC within 21 days	Completed – 652 domestic full plan applications
12. 90% of all non-domestic applications were responded to by BC within 35 days	Completed – 163 non-domestic full plan applications
13. 90% of all amended plans submitted were responded to by BC within 14 days	Completed - 882 set of amended plans were submitted
14. Increase Building Notice and Regularisation online Applications to 50%	Completed - 76% were submitted online
15. Increase Property Certificate applications received online to 70%	Completed - 79% of Property Certificate were submitted online

16. Development of online facility for the submission of full plan applications	Completed
17. Corporate Health and Safety Service will Audit and Inspect 30 Council facilities, 20 revisits and update of 4 procedures on the basis of risk and produce Corrective Action Plans	Completed
18. Research the application and introduce a trial of alternative fuelled Vehicles/Diverse Plant into Council's Fleet	Completed – 4 electric vehicles introduced and continue to be monitored
19. Implement a GPS Mobile asset Tracking and Garage Management System	Tracking is substantially complete, and implementation of Garage Software is significantly advanced
20. Continued Implementation of Community led Public Convenience Provision (Year 2 of 3)	Ongoing – Community options being explored
21. Review of procedural guides for delivery of Capital Projects, reviewed in line with Service Improvement Workshop.	Completed
22. Delivery of Capital Projects as noted: Sustained progress has been made across the Capital Project Delivery as outlined in the Capital Programme 2020-2024 and further detailed in the various Activity sections as noted in table below.	<p>Projects completed during 2022-23 are detailed below indicating projects completed and costs.</p> <ul style="list-style-type: none"> <li>• 22 Projects completed at £10m. (10 Business and Communities (£5m), 12 Leisure project (£5m))</li> <li>• Value of ICT / survey ancillary costs was circa £900k for these projects</li> <li>• Currently Technical Services are responsible for management of 30 ICT teams with a total ICT fees value of circa £1.49m</li> </ul> <p>10 Projects are overlapping 2023/2024 to 22/23 year which are to complete</p>



	out construction phase by Q2 having total value of £1.73m
23. Activity has been made in the following work streams as detailed in link to CMP 2.2: regarding the Capital delivery programme for CRP 3.4 Sustaining our Environment- Develop & enhance parks, Play areas & open spaces to encourage Physical activity open the countryside in a sustainable manner to our community.	<p>Leisure:</p> <ul style="list-style-type: none"> <li>• 13 Leisure schemes completed to the value of approx. £1.25m</li> <li>• Active Travel (Clonoe, Coalisland, Maghera, English) - £0.27m</li> <li>• Ballyronan Wood - £126k</li> <li>• Ballysaggart Lough - £130k</li> <li>• Greenvale LC Repairs - £67k</li> <li>• Cot Lane Bridge repairs - £103k</li> <li>• Davagh Welfare Facilities - £26k</li> <li>• DDA access inclusion - £92k</li> <li>• Coalisland revitalisation- £166k</li> <li>• Inniscarn Forest Refurbishment - £235k</li> <li>• Pomeroy Car-park – £197k</li> <li>• Peace IV Shared Spaces - £ 276k</li> </ul>
24. Activity has been made in the following work streams as detailed in link to CMP 1.3: regarding the Capital delivery programme for CRP 3.3 Sustaining our Environment- Create and build a sense of civic pride in towns and villages across mid Ulster.	<p>Economic Development, Tourism and Strategic Projects:</p> <p>Maghera Public Realm – ICT team appointed to the value of circa £150k. RIBA Stage 3/4 Complete.</p>
25. Activity has been made in the following work streams as detailed in link to CMP 1.1: regarding the Capital delivery programme for CRP 1.2 Delivering for our People- Increase access to services and customers experience across the district in progression of Capital projects associated with Culture & Arts Programme	<p>Communities &amp; Place:</p> <ul style="list-style-type: none"> <li>• Burnavon Theatre upgrades - £35k</li> </ul>

<p>26. Activity has been made in the following work stream as detailed in link to CMP 4.2: regarding CRP 1.1 Delivering for our People- High performing services focussed on customer and value for money in regards to Bus Shelter and signage delivery.</p>	<p>Continued progress of the roll out of shelters throughout the district and review of internal council delivery process.</p>
<p>27. Activity has been made in the following work stream as detailed in link to CMP 5.2: regarding CRP 4.6 Building Unity – Promotion of minority languages in the district.</p>	<p>Procurement completed for framework signage supplier and work continues to roll out a Programme Dual language signage in 2022/23 to Council Assets and included in the Capital Project delivery. Contract review to take place Q2 of 2023-2024.</p>
<p>28. Obtained Satisfactory Assurance rating for External Auditor ( ASM ) in February 2018 for delivery of Capital Projects – recommendations were noted and are under consideration for implementation</p>	<ul style="list-style-type: none"> <li>• All items on audit have been addressed and being considered for implementation in Capital Delivery.</li> </ul>
<p>29. Internal audit carried out in Q4 2021-22 and awaiting report and recommendations.</p>	<p>Assisted in the internal Audit report by Moore and awaiting report / recommendations and assurance rating. Throughout the audit process has flagged up some internal refinements that we intend to progress in 2023-24</p>

It should be highlighted that during the course of 2022/23 the delivery of front line Environmental Services was impacted by seven weeks of industrial action (over three separate periods) during which time over half of the department's operational employees were not available for work. Despite this a work plan was implemented which ensured the continued delivery of front line services including the provision of refuse/recycling collections and operation of all Recycling Centres across the district.

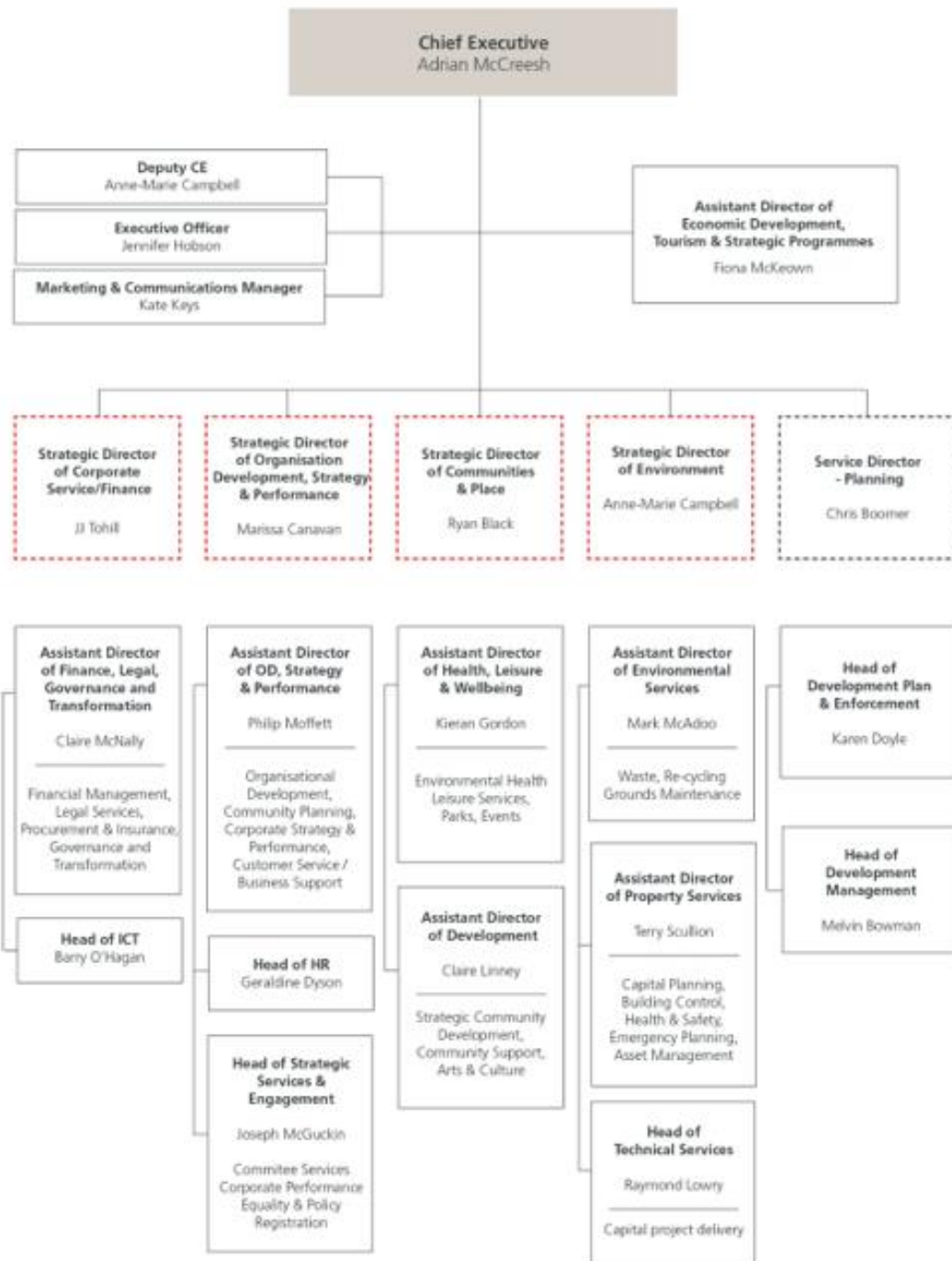
## 2.0 IMPROVING OUR SERVICES AND MANAGING PERFORMANCE - 2023/24

The following tables confirm the resources, financial and people, which the Department has access to throughout 2023-24 to deliver its actions, activities and core business.

### 2.1 Budget 2023/24

<b>Budget Headings</b>	<b>£</b>
Environmental Services	17,431,000
Property Services	6,624,543
Technical Services	390,107
Strategic Director	418,600
Gross Budget	24,864,250
Income	(2,218,580)
Net Budget for 2023-24	22,645,670

## 2.2 Departmental Services - Council Structure - 2023/24



<b>Staffing</b>	<b>No. of Staff</b>
Assistant Director	2
Head of Service	1
Managers	12
Officers	34
Remaining Team	296
<b>Total</b>	<b>345</b>
<i>(Excludes weekend &amp; Casual employees)</i>	
<i>(Excludes Business Support who will be included in OD Plan)</i>	

### **2.3 Service Work Plan - 2023/24**

This plan confirms the core activities and actions, which will form your Department (by Services) or Departmental Service Work Plan for 2023-24. This is a high-level capture of the Department and the Service activities/measures as well as some improvement undertakings which the services will focus on throughout 2023-2024. The Plan links to the Council's new 2020-2024 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives, Statutory Indicators, Corporate Health Indicators and Mid Ulster Sustainable Community Plan themes & outcomes (aligned to the Programme for Government):

# SERVICES WORK PLAN 2023/24

Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 4.2 Health &amp; Wellbeing - We have better availability to the right service, in the right place at the right time.</i>			<i>Service Delivery: 2.2 We will invest in our people to create a customer-focused, purposeful, skilled, high performing, engaged, healthy and safe work space.</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>1. To enhance personal learning and development within Environmental Services</b>	Refuse Collection Street Cleansing Recycling Centres Grounds Maintenance Cemeteries Sustainability Biodiversity	Apr 2023 – Mar 2024	<b>Mark McAdoo/                      David                      Richardson</b>	Staff more engaged and supported to help realise organisational objectives and priorities.  Better developed and motivated employees  More flexible workforce able to undertake different roles	Number of employees involved in the PCSP (Personal Contribution and Support) Process  Number of employees who achieve ILM L3 Leadership and Management Award  Number of operatives up skilled as relief HGV or full time OAV drivers

Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children			Environment: 4.1 We will continue to reduce our dependency on landfill through waste reduction and increased recycling and recovery.		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<p><b>2. To recycle/compost at least 60% of household waste collected during the year</b></p>	<ul style="list-style-type: none"> <li>Ongoing collections of kerbside residual, dry recyclable and compostable waste every fortnight (on alternate weeks).</li> <li>Procurement of waste recycling and processing contracts</li> <li>Operation of network of Recycling Centres/Transfer Stations</li> <li>Delivery of Recycling Environmental Education Programme</li> </ul>	Apr 22 – Mar 23	David Richardson/ Karl McGowan	<p>At least 43,000 tonnes of household waste recycled or composted</p> <p>No more than 3,000 tonnes of household waste sent to landfill</p>	<p>Quarterly returns (WasteDataFlow)</p> <p>Quarterly/annual waste statistics NIEA reports</p>



Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 2.2 Infrastructure - We increasingly value our environment &amp; enhance it for our children</i>			<i>Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>3. To obtain approval for a Council Sustainable Development and Climate Change Strategy</b>	<ul style="list-style-type: none"> <li>Finalise Sustainable Development and Climate Change Strategy in conjunction with Sustainable NI</li> <li>Progress the NI Climate Adaptation Planning Cycle working in conjunction with Climate NI</li> </ul>	Apr 2023 – Dec 2023	<b>Karl McGowan</b>	<ul style="list-style-type: none"> <li>Baseline established of existing Council carbon footprint</li> <li>Range of cross-departmental actions identified to achieve future reductions in Co2 emissions</li> </ul>	<ul style="list-style-type: none"> <li>Sustainable Development and Climate Change Strategy approved by Council</li> <li>Stage 3 of NI Climate Adaptation Planning Cycle achieved</li> </ul>

Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.			<i>Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
4. <b>To progress Digital Transformation within Environmental Services</b>	<ul style="list-style-type: none"> <li>Implement next phase of Digital Depot (Webaspx Collections module)</li> <li>Introduce new online collection calendar for refuse/recycling collections</li> </ul>	Apr 2023 – Dec 2023	<b>David Richardson</b>	<ul style="list-style-type: none"> <li>Refuse/recycling collection routes available to view for first time to all staff</li> <li>Facility to record and report on missed bins electronically</li> <li>Up to date collection calendar available via Council website</li> </ul>	<ul style="list-style-type: none"> <li>Reduction in queries/complaints due to more accessible/ up to date information</li> <li>Reduction in manual paperwork and related forms</li> </ul>

Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 4.2 Health &amp; Wellbeing - We have better availability to the right service, in the right place at the right time.</i>			<i>Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>5. To undertake a service rationalisation review in relation to the provision of Recycling Centres and Grounds Maintenance services</b>	<ul style="list-style-type: none"> <li>Review of Recycling Centre service provision</li> <li>Review of verge grass cutting within all town and village boundaries</li> <li>Present options paper to new Council working group</li> <li>Collation of Grounds Maintenance activities across all Council sites in one central document</li> </ul>	Apr 2023 – Dec 2023	<b>Mark McAdoo / David Richardson</b>	<ul style="list-style-type: none"> <li>Identification of potential efficiencies and reallocation of related resources</li> <li>Reduction in operating expenditure</li> </ul>	<ul style="list-style-type: none"> <li>Agreed outcome on future service provision</li> <li>Budget savings achieved</li> </ul>

Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 5.1 Vibrant & safe Communities - We are a safer Community			Service Delivery: 2.2 We will invest in our people to create a customer-focused, purposeful, skilled, high performing, engaged, healthy and safe work space.		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>6. To obtain ISO45001 accreditation for Cookstown and Moneymore Recycling Centres and Forthill Cemetery</b>	<ul style="list-style-type: none"> <li>Facilitate site visits/audits by external surveillance auditor</li> <li>Address any non-conformances and implement corrective actions identified during external audit process</li> </ul>	Apr 2023 – Mar 2024	David Richardson/ Eunan Murray	<ul style="list-style-type: none"> <li>Improved safety facilities on site</li> <li>Reduction in site accidents/incidents</li> <li>Enhanced reputation as exemplar facilities</li> </ul>	<ul style="list-style-type: none"> <li>Surveillance feedback</li> <li>Site accreditation</li> <li>Receipt of certification</li> </ul>

Service Name: Environmental Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 4.2 Health &amp; Wellbeing - We have better availability to the right service, in the right place at the right time.</i>			<i>Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>7. To review and revise the Council's statutory Waste Management Plan</b>	<ul style="list-style-type: none"> <li>Complete addendum to existing Waste Management Plan in conjunction with appointed consultants (RPS)</li> <li>Undertake public consultation exercise if deemed necessary</li> </ul>	Apr 2023 – Dec 2023	<b>Mark McAdoo / Karl McGowan</b>	<ul style="list-style-type: none"> <li>Compliance with the requirements of the Circular Economy Package (CEP) targets</li> <li>Compliance with requirements of Waste and Contaminated Land Order (NI) 1997</li> </ul>	<ul style="list-style-type: none"> <li>Existing WMP reviewed and addendum completed</li> <li>New WMP determined by DAERA</li> </ul>

Service Name: Environmental Services					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 4.2 Health &amp; Wellbeing - We have better availability to the right service, in the right place at the right time.</i>		<i>Communities: 5.2 We will continue to support the sustainable development of our parks, forests &amp; green spaces, together with access to outdoor assets, including walking cycling trails &amp; water recreation.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>8. To undertake capital enhancement schemes and health and safety improvement works at Council cemeteries</b>	<ul style="list-style-type: none"> <li>• Complete phase 2 of improvement works at Coolhill including returfing of graves and landscaping works</li> <li>• Commence capital improvement scheme at Cottagequinn cemetery to include car park works, installation of lighting, tree management works and development of new sections for future burials</li> <li>• Promote and enhance Memorial safety with ongoing programme of inspections and repairs where necessary</li> </ul>	Apr 2023 – Mar 2024	<b>David Richardson/ Eunan Murray</b>	<ul style="list-style-type: none"> <li>• Enhanced aesthetic appearance and improved access to cemetery facilities</li> <li>• Increased capacity for burials in the future</li> <li>• Safe memorial space for cemetery visitors and workers</li> </ul>	<ul style="list-style-type: none"> <li>• Capital schemes completed within time and budget</li> <li>• Number of dangerous headstones removed or repaired</li> <li>• Increase in number of available burial plots</li> </ul>

Service Name: Property Services: Building Control & Licensing					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 1.1 Economic Growth - We prosper in a stronger &amp; more competitive economy</i>		<i>Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>9. Realisation of Building Control Service Standards</b>	<p>To ensure decisions are issued in respect of domestic applications within 21 days for 90% of applications</p> <ul style="list-style-type: none"> <li>Each application is allocated to an officer on validation of application with deadline detailed</li> </ul> <p>Daily monitoring of domestic applications by senior BC staff to ensure deadlines are met</p>	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	A high standard has been set for customers to have decisions issued in respect of domestic applications within 21 days	Decisions issued in respect of domestic applications within 21 days of validation for 90% of applications
	<p>To ensure decisions are issued in respect of non-domestic applications within 35 days for 90% of applications</p> <ul style="list-style-type: none"> <li>Each application is allocated to an officer on validation of application</li> </ul>	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	A high standard has been set for customers to have decisions issued in respect of non-domestic applications within 35 days	Decisions issued in respect of non-domestic applications within 35 days of validation for 90% of applications

	with deadline detailed Daily monitoring of non-domestic applications by senior BC staff to ensure deadlines are met				
	To ensure decisions are issued in respect of amended applications within 14 days for 90% of applications <ul style="list-style-type: none"> <li>Each application is allocated to an officer on validation of application with deadline detailed</li> </ul> Daily monitoring of amended applications by senior BC staff to ensure deadlines are met	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	A high standard has been set for customers to have decisions issued in respect of amended applications within 14 days	Decisions issued in respect of amended applications within 14 days of receipt for 90% of applications
	To ensure that all new addresses are registered and activated on the LPS Pointer Addressing Database <ul style="list-style-type: none"> <li>Each new dwelling to be registered and allocated an address at validation stage</li> </ul> Street nameplate signage for new developments to be erected following occupation of dwellings	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Each new property being erected and subsequently occupied will be registered on the Pointer Addressing Database	Each property will be allocated an "Unique Property Reference Number" by LPS following the verified submission of an application to Building Control.  Street nameplates to be erected on new streets following occupation of properties on that street.
	Undertake a review of the current suite of Procedural Documents used to administrate the way we	31/12/2023	<b>PJ Fox</b>	Internal & External stakeholders will experience:	Completion of a suite of up-to-date Procedural Documents



	<p>provide our Services and make updates to reflect:</p> <ul style="list-style-type: none"> <li>• Our improved online capabilities</li> <li>• Additional legislative requirements</li> </ul> <p>Departmental structural changes</p>			<ul style="list-style-type: none"> <li>• An up-to-date Building Control and Licensing Service</li> <li>• Aligned services across the district as a whole</li> </ul> <p>Consistency in approach in how services are delivered.</p>	ready for implementation by the Building Control & Licensing services
	<p>75% of submitted Building Control applications will be acknowledged within 3 working days of receipt:</p> <ul style="list-style-type: none"> <li>• Manage administrative team and resources to achieve validation targets</li> <li>• Provide additional staff training where required</li> </ul>	31/03/2023	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Agents will have applications processed promptly and efficiently	Tascomi reporting functions will be used demonstrate numbers of applications validated within set target from date received
	<p>Review our current online presence and make updates to align it with our Building Control Service objectives and related Procedural Documents, and Council's Draft Digital Strategy to reflect:</p> <ul style="list-style-type: none"> <li>• The services we provide</li> <li>• Our online capabilities</li> </ul>	31/03/2023	<b>PBCO's</b>	Stakeholders will have increased online access to MU Building Control Service	A functional online presence assessable to all our stakeholders.

Service Name: Property Services: Building Control & Licensing					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.			Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>10. Increased on line Building Control service delivery</b>	Increase Building Notice and Regularisation online Applications to 75% <ul style="list-style-type: none"> <li>Raise awareness of online facility with companies which make multiple applications</li> <li>Encourage applicants to make applications online</li> </ul> Ensure all online applications are validated daily	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Customers can avail of online facilities thereby have access to services 24/7	Number of applications received from the online portal for Building Notices and Regularisation Certificates
	Increase Property Certificate applications received online to 80% <ul style="list-style-type: none"> <li>Continually raise awareness of online facility with Solicitors</li> <li>Actively encourage non-participating Solicitors to utilise the online portal.</li> </ul>	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Customers can avail of online facilities thereby have access to services 24/7. More efficient service for online applications	Number of applications received from the online portal property certificate applications

	<ul style="list-style-type: none"> <li>Staff to prioritise online applications to highlight the benefits of the online portal</li> </ul>				
	Decreasing the requirement for hard copy Building Control applications by commencing a pilot of electronic devices (I-Pad Pros) with the aim that all relevant file information can be accessed and suitably viewed - both digitally and remotely when on site.	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Reduce carbon footprint of the Building Control Department as file information is available to digitally in lieu of hard copy. Reduce the necessity of officers traveling back to main offices to access the relevant information.	Officers feedback from pilot  IT feedback from pilot relating to officers use of the relevant IT equipment over a 4 month period  Reduced travel costs
	15% of Domestic Full Plan Applications are submitted online <ul style="list-style-type: none"> <li>Raise awareness of online facility with agents who regularly make applications</li> <li>Encourage applicants to make applications online</li> <li>Provide necessary IT equipment (I-Pad pros, second monitor etc.) to all relevant officers.</li> </ul>	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Customers can avail of online facilities thereby have access to services 24/7	Number of applications received from the online portal for full plans application
	Undertake further digitization of BC files <ul style="list-style-type: none"> <li>Access to all files available to all Officers remotely</li> <li>Long term preservation of records</li> </ul> Easy retrieval of digitised information	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Potentially can reduce carbon footprint of the Building Control Department as file information is available to others digitally in lieu of hard copy and officers do not require to travel to main offices to access the	All officers have access to mobile IT equipment and can connect via remotely. Therefore access to this information is available without visiting main offices

				<p>relevant information.</p> <p>Can assist to alleviate current pressures on storage space in Building Control offices</p> <p>File records can be accessed digitally, therefore can be accessed remotely, thereby easy retrieval of information</p>	<p>and continuation of work practices (i.e. site inspections) remain undisrupted</p> <p>Use of paper/ printing should be reduced, therefore effectively reducing ongoing departmental costs if a further digitised project is carried out.</p>
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Service Name: Property Services: Building Control & Licensing					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 2.2 Infrastructure - We increasingly value our environment &amp; enhance it for our children</i>			<i>Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>11. Realisation of Building Control Energy performance compliance</b>	Enforcement of Energy Performance of Buildings Regulations <ul style="list-style-type: none"> <li>• Inspection of premises for compliance</li> <li>• Provide additional information to estate agents</li> <li>• Enforcement in relation to non-compliant estate agents and premises</li> </ul> All new Buildings to have an EPC in place where applicable	31/03/2024	<b>Colm Currie, Gerry McCann, Gareth Patterson</b>	Increase in EPB Legislation compliance from Estate Agents in accordance with the agreed Procedural Document	Monitoring and enforcement will show that there will be a measured reduction in the number of non-compliant estate agents due to the risk of receiving a Penalty Charge Notice

Service Name: Property Services: Corporate H&S and Emergency planning					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 3.1 Education &amp; Skills - Our People are better qualified &amp; more skilled</i>		<i>Service Delivery: 2.2 We will invest in our people to create a customer-focused, purposeful, skilled, high performing, engaged, healthy and safe work space.</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>12. Provision of workplaces in compliance with Legislation, and embedding a Health and Safety Culture</b>	Officers in the Corporate Health and Safety Service will Audit and Inspect 30 Council facilities on the basis of risk and produce Corrective Action Plans for these.	31/03/2024	<b>Rory Donnelly</b>	The Health and Safety inspection will be arranged in conjunction with the Service Manager to identify and assess the risks in the workplace and the management of controls to ensure that so far as is reasonably practicable work spaces are safe	Details as to the numbers of inspections undertaken will be provided monthly to Councils Senior Management Team and quarterly to Councils Health and Safety Committee
	Officers in the Corporate Health and Safety Service will undertake 20 revisits to Council facilities to assess compliance with the recommendations made in these Corrective Action Plans	31/03/2024	<b>Rory Donnelly</b>	Upon completion of the Corrective action report a revisit to the facility will be undertaken to ensure recommendations have been completed and so far as is reasonably practicable work spaces are safe	Details as to the number of inspections undertaken will be provided monthly to Councils Senior Management Team and quarterly to Councils Health and Safety Committee

Service Name: Property Services: Capital Planning					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 2.1 Infrastructure - We are better connected through appropriate infrastructure</i>			<i>Service Delivery: 2.4 We will develop &amp; implement an Asset Management Plan for the Council and, with our partners, work to develop a public sector-wide Asset Management Plan for Mid Ulster.</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>13. Implementation of Council's Capital Programme Planning, Strategic Asset management Governance &amp; Asset Maintenance Plan</b>	Conclude Council's Asset Management Strategy: <ul style="list-style-type: none"> <li>An agreed time bound action plan and that considers affordability challenges to effectively manage, utilise and maintain Council's assets, now and in the future.</li> </ul>	October 2023	<b>L Porter &amp; Terry Scullion</b>	Methodology outlining how Council will actively review, manage and transact land and property going forward.	Completed Council's Asset Management Strategy in place.
	Development of Asset Management Policies and Procedures.	December 2023	<b>L Porter</b>	Policy to provide a framework through which the Council will be able to effectively manage land and property transactions.	Rationalising or disposing of surplus or underperforming assets in line with approved policy/procedures
	Implementation of a Capital Framework Programme for the period 2023 – 27 (Year 1 of 4)	2023 – 27	<b>L Porter &amp; T Scullion</b>	Forward programme planning and robust governance to ensure a successful programme.	Successful project delivery and reporting.

					Creation and acquisition of new assets. Enhancement and replacement of existing assets.
	Property Services are to review and procure a computerised maintenance system management system as the current Alcumcus system is coming to the end of its contract, aligned to Council's Digital Transformation approach.	January-March 2024	<b>Paddy Conlon, Cormac McGinley &amp; Terry Scullion</b>	A full systematic approach will be obtained for inspections and maintenance requests.	Implementation of the software based on the outcome of the procurement process by March 2024
	Develop a structured methodology to ensure asset maintenance undertaken is planned adequately resourced to achieve specific standards: <ul style="list-style-type: none"> <li>• A matrix for the allocation of maintenance resources will ensure budget matches the maintenance standard required for the property or asset type and frequency</li> <li>• Cognisance of maintenance investment required to maintain schemes funded through Council's Capital Programme is recognised, captured and recorded</li> </ul>	December 2023	<b>Paddy Conlon, Cormac McGinley, Eamon McDonnell &amp; Fiona Duffin</b>	Maintenance resources will be allocated to council assets that are going to be required in the long term, and investment reduced on assets that are not	Stock Condition surveys for key building in estate completed, to include decarbonisation plan to align with Council's Sustainability and Climate Change actions.  Investment plans for short, medium and long term assets identified and plans in place



Service Name: Property Services: Building & assets					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children			Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>14. Implement the Cyclical Fleet and Diverse Plant Replacement Policy including the continued application and trial of alternative fuelled Vehicles/Diverse Plant into Council's Fleet</b>	Deliver 2023 to 2024 Fleet & Diverse Plant Replacement Capital Programme (Plan 2023-2027): <ul style="list-style-type: none"> <li>• Purchase replacement of fossil fuel derived vehicles/diverse plant (fleet items) on an annual basis Schedule replacement vehicles/diverse plant based on age and application.</li> <li>• Conduct regular benchmarking exercises with other companies/organisations in "next" practice green vehicle replacement programmes/ diverse plant /green technologies in order to reduce emissions (both GHG emissions and air</li> </ul>	March 2024	<b>Paddy Conlon, Billy Withers and Gary Stewart</b>	Minimise environmental impact and carbon footprint of Council's own activities	Number of fleet items replaced against annual plan  Asset/disposal register updated  Staff learning and development in completed  Annual Review Programme completed  Updated Fleet Safety Policy

	<p>pollutants) from vehicles used</p> <ul style="list-style-type: none"> <li>• Draw up annual procurement schedule for SMT including decarbonisation approach, scope, requirements, budgets etc.</li> <li>• Maintain asset/disposal register (e.g. auction items etc.) as per policy/protocol</li> <li>• Staff learning and development familiarisation programme/guidance materials in place for new fleet items, including an updated Fleet Safety Policy</li> <li>• Review and revise Capital programme plan</li> </ul>				
	<p>Conduct audit and develop baseline Fossil fuel Usage Baseline Report on Fleet/diverse plant:</p> <ul style="list-style-type: none"> <li>• Monitor the impact of the reduction of fossil fuelled (e.g. Diesel and Petrol powered) on Council operational vehicles/diverse plant</li> <li>• Consumption and usage of fossil fuel can be measured</li> </ul>	<p>March 2024</p>	<p><b>Paddy Conlon, Billy Withers and Gary Stewart</b></p>	<p>Recognition Council's carbon footprint through fossil fuel usage.</p>	<p>Audit complete and Baseline Report produced.</p>

	<p>using fuel consumption reports and expenditure –</p> <ul style="list-style-type: none"> <li>• Monthly monitoring reports produced in line with Councils Sustainability and Climate Action Plan</li> </ul>				
	<p>Purchasing up to two alternative fuel vehicles/diverse plant in year, and annually over the remaining years of the replacement programme.</p> <ul style="list-style-type: none"> <li>• Benchmark (time series) fuel usage reports</li> </ul> <p>This is subject to continued affordability post COVID-19, and easement of government public procurement exercises at this time.</p>	March 2024	<b>Paddy Conlon, Billy Withers and Gary Stewart</b>	Reduction in the Councils carbon foot print through less fuel usage.	<p>Minimum of Two vehicles to be purchased</p> <p>Production of time series annual Fuel Usage Reports</p>

Service Name: Property Services :Building & assets					
Link to Community Plan Theme:		Align to Corporate Plan Theme			
<i>CMP 4.2 Health &amp; Wellbeing - We have better availability to the right service, in the right place at the right time.</i>		<i>Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda</i>			
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
<b>15. Continued Implementation of Community led Public Convenience Provision (Year 3 of 3)</b>	Maintain current management plans (schedules) of the existing public conveniences across the district to ensure they are clean and safe for users with limited available budget provision for operation and maintenance.	Ongoing	<b>Paddy Conlon</b>	Safe, clean and accessible provision will be obtained - affordability.	% of actions delivered against current public convenience plans
	Implementation of phased plan to increase Community led toilet provision by: <ul style="list-style-type: none"> <li>• Increase community led toilet provision by 25% from current baseline.</li> <li>• The roll out further community led provision action plan</li> </ul> Will be promoted and implemented via the Building and Assets team in conjunction with Community	March 2023	<b>Paddy Conlon &amp;</b>	Public conveniences provision will be delivered or provided by the community.	25% increase in community led toilet provision  Reduction in the number of Council owned public toilets.  Reduction in cost to Council of Public town provision in town and villages

	and Development Services, subject to affordability.				
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Service Name: Technical Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
<i>CMP 5.1 Vibrant &amp; safe Communities - We are a safer Community</i>			<i>Leadership: 1.3 We will work collectively to meet the identified needs and priorities of our citizens &amp; connect the people of Mid Ulster</i>		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
16. Delivery of capital projects in line with the capital framework, funders deadlines, all on programme and budget.	Capital Projects Define / review / establish process for Project Management of Capital Projects whilst keeping track of government guidelines on social distancing during and post COVID 19 pandemic / Brexit / Protocol / Ukraine Conflict etc	March 2024	<b>Johnny McNeill, Eamon Gallogly &amp; Raymond Lowry (HoS)</b>	Improved IT access to ensure projects can continue to progress through the various RIBA stages 0-4	Programme delays will be evident if projects are not progressed.
	Bus Shelter – Define / review / establish processes for Bus Shelter delivery	March 2024	<b>Johnny McNeill (TS Officers)</b>	By progression of this function the full implementation of the Bus Shelters can be delivered within the district	Report to Council on monthly basis will record progress made.
	Signage – Continue signage delivery for facilities in accordance signage programme.	March 2024	<b>Johnny McNeill &amp; Raymond Lowry (HoS)</b>	By progression of this function the full implementation of the dual language signage will be rolled out to all facility venues	Report to Council on quarterly basis will record progress made.

Service Name: Technical Services					
Link to Community Plan Theme:			Align to Corporate Plan Theme		
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children			Economy: 3.5 We will have a prioritised, sustainably resourced programme of capital investment supporting the enhancement of facilities for local people & contributing to the regeneration of the district.		
Service Objective (What do we want to achieve?):	What are the key 'Business as Usual' activities we will deliver (actions):	By When (Date?)	Service Name /Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
17. Delivery of the capital programme in accordance with projected timelines.	Corporate Improvement Objective 4 We will contribute to the ongoing regeneration of our district by delivering a capital investment programme, enhancing facilities and opportunities for local people	March 2024	Raymond Lowry	Contribute to the ongoing regeneration of our district	Regular reports to the working group / SRO will be presented to chart progress against proposed targets.
	Completion of 12 number projects noted in Capital Programme delivery 2023-2027 to be delivered as approved by Council For Directorate of Communities and Place with a value circa £8.7m and commencement of a further 2 projects with a value of circa £5.5m	Q4	Raymond Lowry, Johnny McNeill & Eamon Gallogly	Completed schemes will have enhanced visitor experience with new/ refurbished facility upgrades. Upgrades will ensure facilities meet the public demand	Schemes will be completed and open to the public to use. Project costs will be presented to Env Committee on monthly basis
	Completion of 2 number project noted in Capital Programme delivery 2020-2024 to be delivered as approved by Council For the	Q4	Raymond Lowry,	Completed schemes will have enhanced visitor experience with new/ refurbished facility upgrades. Upgrades will	Schemes will be completed and open to the public to use.

	Directorate of Environment with a value circa £0.5m and commencement of a further 2 projects with a value of circa £8m		<b>Johnny McNeill &amp; Eamon Gallogly</b>	ensure facilities meet the public demand	Project costs will be presented to Env Committee on monthly basis
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## 2.4 Service Improvements for 2023 to 2024

What Service Development/Improvement will we undertake in 2023/2024? (Actions):	By When (Date?)	Service Name/ Lead Officers(s)	What difference will it make? (Outcomes/outputs)	How Will we Know? (Measures)
To progress Digital Transformation within Environmental Services	Apr 2023 – Dec 2023	<b>David Richardson</b>	<ul style="list-style-type: none"> <li>• Refuse/recycling collection routes available to view for first time to all staff</li> <li>• Facility to record and report on missed bins electronically</li> <li>• Up to date collection calendar available via Council website</li> </ul>	<ul style="list-style-type: none"> <li>• Reduction in queries/complaints due to more accessible/ up to date information</li> <li>• Reduction in manual paperwork and related forms</li> </ul>
To undertake capital enhancement schemes and health and safety improvement works at Council cemeteries	Apr 2023 – Mar 2024	<b>David Richardson/ Eunan Murray</b>	<ul style="list-style-type: none"> <li>• Enhanced aesthetic appearance and improved access to cemetery facilities</li> <li>• Increased capacity for burials in the future</li> <li>• Safe memorial space for</li> </ul>	<ul style="list-style-type: none"> <li>• Capital schemes completed within time and budget</li> <li>• Number of dangerous headstones removed/repaired</li> <li>• Increase in number of available burial plots</li> </ul>



			cemetery visitors and workers	
Increased on-line Building Control service delivery associated with applications across the three offices	31 <sup>st</sup> March 2024	<b>PJ Fox</b>	Processes and procedures implemented to meet customer needs in a modern day business environment	An increased number of on line applications transacted across the services, recorded per office.
Greenvale Leisure Centre, Seamus Heaney Home Place, Magherafelt Wood and Metal work sites and Drumcoo Waste Transfer and Recycling centre will be externally appraised for continued accreditation to ISO45001	31 <sup>st</sup> March 2024	<b>Rory Donnelly</b>	Achievement of the standard will demonstrate evidence of good health and Safety Management and compliance with the law and deliver worker protection	These Sites will have re-attained the ISO45001 Accreditation
Work will be undertaken with Ballyronan Marina, Cookstown Recycling centre, Moneymore recycling centre, Forthill cemetery and Dungannon Leisure centre in anticipation of external accreditation to the ISO45001 standard	31 <sup>st</sup> March 2024	<b>Rory Donnelly</b>	Processes and procedures will be developed and implemented to allow these facilities to attain accreditation	A procurement exercise will have been completed to allow these 5 Council facilities to progress to external accreditation and achievement to the standard
Continue to promote use of virtual platforms for teams meeting in lieu of face to face office environment meetings. – Ongoing process in line with technology available.	Q1-4	<b>Raymond Lowry Johnny McNeill Eamon Gallogly</b>	Reduce time spent travelling to meetings and reduction in mileage expenditure	Review annually and report monthly to council through the Env Committee
Review and streamline Capital Data Information recording	Q4	<b>Johnny McNeill Eamon Gallogly Elaine McGeown</b>	Efficiency in Administration work	All systems reviewed and established – Internal department review in Q4 by HoS
Establish framework for ICT support services i.e M&E, QS, Structural, Topo Surveys	Q4	<b>Johnny McNeill Eamon Gallogly</b>	Streamline Procurement process and Capital Delivery	Framework completed and implemented

Review and streamline Bus Shelter Information recording and reporting	Q3	<b>Johnny McNeill</b>	Efficiency in Administration work	Update report on progress of meetings to be forwarded to Directorate. And findings reported to Env Committee at end of Q3
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<b>Performance Measures:</b> <i>Should include any measures as outlined in work above and relevant measures from Community, Corporate, Performance Improvement Plan, Statutory, Corporate Health Indicators etc.</i>	Is the Measure, Statutory, Corporate, Existing, or New?	2021/22	2022/23	2023/24 Target/Standard
The percentage of household waste collected by district councils that is sent for recycling (including waste prepared for reuse) [Household waste is defined in Article 2 of the Waste & Contaminated Land (NI) Order 1997 (a) and the Controlled Waste and Duty of Care Regulations (NI) 2013(b)]	Statutory (Local Government indicators and Standards) Order (Northern Ireland) 2015 W1	58.21%	58.36%	60%
The amount (tonnage) of Biodegradable Local Authority Collected Municipal Waste that is landfilled. [Local Authority collected Municipal Waste is defined in section 21 of the Waste Emissions Trading Act 2003 (c)]	Statutory (Local Government indicators and Standards) Order (Northern Ireland) 2015 W2	1,544 tonnes	1,286 tonnes	16,932 tonnes (based on final scheme year 2019/20 target)
The amount (tonnage) of Local Authority Collected Municipal Waste Arisings. [Local Authority collected Municipal waste arisings is the total amount of local authority collected municipal waste which has been collected by a district Council]	Statutory (Local Government indicators and Standards) Order (Northern Ireland) 2015 W3	86,085 tonnes	78,589 tonnes	N/A

## **2.5 RISK MANAGEMENT OF DEPARTMENT/SERVICES**

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

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

This table illustrates the risks identified to deliver the Department's/Services business as outlined in service plan for 2023-24.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Risk of disruption to frontline service delivery due to industrial action	9	Prioritisation of service delivery during strike periods e.g. black/blue bin collections instead of brown bins.  Engagement with trade unions at local/regional level
2.	Withdrawal of or disruption to service contracts due to inflationary pressures in relation to fuel and energy costs	9	Engagement with service providers to agree payment of temporary surcharges (subject to evidence).  Lobbying for central government funding/support
3.	Failure to meet statutory waste management targets	6	Statutory quarterly reporting of recycling and landfill diversion performance to NIEA via the online Waste Data Flow system (confirms statutory recycling and landfill diversion targets have been achieved).  Network of Recycling Centres (11 No.) and Waste Transfer Stations (3 No.) in operation across district  Annual Recycling and Environmental Education Programme delivered across local schools, community groups etc. including themed campaigns.
4.	Environmental pollution incident as a result of managing three landfill sites e.g. from leachate, landfill gas etc.	6	Environmental monitoring contract and pollution insurance cover in place.  Technically competent staff on site

			Landfill gas collection systems in place at all three sites (for flaring and/or production of electricity)  Progressive capping/closure of landfill sites
5.	Fraud, bribery or theft	6	Monitoring of online CCTV at facilities and on vehicle cameras systems as required. Pre-payment system at three main Recycling Centres to reduced receipt/handling of cash at relevant sites.
6.	Failure to deliver waste related capital projects on time and within budget	6	Utilisation of suitably qualified and experienced consultants to assist with project delivery  Regular risk reduction meetings held on site
7.	Inadequate Health and Safety systems and processes in place leading to injury to employee or member of the public.	6	Health and Safety risk assessments in place for all activities including refuse route risk assessments  Range of statutory and other health and safety training provided for all operatives and drivers
8.	Legal/procurement challenge in relation to the award of a major contract	6	Undertake regular procurement training/briefings  Access legal advice and guidance in a timely manner
9.	Compliance and Risk in terms of statutory asset compliance and energy management	8	Statutory compliance planned through Alcumus Maintenance management system and development of maintenance plan
10.	Potential failure to manage and exploit assets by failure to utilise asset or poorly maintain	8	Computerised asset management and maintenance information system continuing to be populated

11.	Procurement of Services, Contracts, consumables, and stock items to aid alignment of third party providers in compliance with procurement policy and governance	9	Service work plan developed and being actioned in conjunction with Procurement and Finance teams
12.	Fleet Management, compliance with MUDC's Operator's licence and Transport Management Undertaking	9	Transport Manager appointed and trainee Supervisors undergoing on the job training, mentoring and support
13.	Sufficient revenue and capital budget provision to maintain an growing estate and maintain demands of Council's Capital Programme, in environment of rising costs	8	Annual budget pressures identified, and provisional capital commitment for large estate maintenance requirements. Organisation restructure ongoing.
14.	Delivery and consistent implementation of Policies & Procedures across Mid Ulster Council	6	Monitoring of Policies being carried out on a regular basis by Principal Officers
15.	Failure to respond appropriately to emergencies for example COVID 19 Pandemic, floods, fire.	8	Continue to develop relationships with multi-agency partners to deal with the emergency situations through active interaction and liaison with the Southern Emergency Preparedness Group
16.	Covid -19 / Brexit / Protocol	9	Legal advice NEC Contract guidance
17.	Management of Contracts	9	Pre-cost estimates to be obtained and verified at RIBA stages in the contract(s) CE/ EW register developed within Contract File All Capital Projects exceeding £30k have NEC / JCT / formal contract clauses built in to ITT tender documents (4) Heads of Service regularly updated as to project status and invited to regular progress meeting. (2) Consistent approach to retention of data and recording of information across officer level exists.
18.	Failing to protect environment.	9	(1) Officer appointed with responsibility.

			(2) Procedures developed to ensure accurate measuring of results. (3) Manage within existing budgetary controls.
19.	Failing to meet legal frameworks requirements as regards payments	6	(1) Policies and procedures are in place within existing councils to meet legal frameworks requirements. Ensure adequate payment clause is inserted in all contract documents and this is included in all associated meetings ( i.e. technical/Board Agenda )
20.	MUDC02. Delivery of Capital Project Schemes.	8	Business Case prepared and approved. Capital Project monthly review spread-sheet being developed for reporting on monthly basis to Senior Management team which will improve governance arrangements Expertise in-house and sourced externally. Framework developed for Departmental response times to enable projects to move freely and without delay. Procurement expertise in-house & policies/procedures in place. Regular monitoring meetings occurring. Regular reporting to SMT/Council/ stakeholders.
21.	Fraud, theft or bribery occurring within Technical Services	6	Essential staff have been trained in CPD procurement requirements Monitoring of invoices being submitted and verification from Contractors / Designers for fees owed to be carried out by HOS. Draft invoices for consideration issued to Project Officer/HoS/BS Manager. Process to have adequate evaluation carried out by suitably trained Council Staff who



			are regular trained on Council / CPD guidelines and appropriate time allocated to carry out the process. New process for authorisation of payments has been introduced since 1st April 2018. Agreed with Finance department and Director PH&I
22.	Staff resources	12	Full staff resource required to undertake the Capital Programme proposed.

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

### **3.0 OUR STATUTORY CONSIDERATIONS**

In carrying out our responsibilities, the Service is cognisant of the statutory duties placed upon the council in the delivery of its services. Whilst the Service operates, under various obligations it is however mindful of the changing context in which it operates and endeavours to mainstream the equality and rural needs duties in the design and delivery of our functions.

#### **3.1 EQUALITY DUTY**

The council and by consequence our Service is committed to contributing towards its part in working towards fulfilling obligations under Section 75 of the Northern Ireland Act 1998 to ensure adequate time, staff and resources to fulfil our duties.

The Service will also work towards adherence to the council's Equality Scheme ensuring equality duties, together with promoting positive attitudes towards persons with a disability and the participation of people with a disability in public life when carrying out our functions.

#### **3.2 RURAL NEEDS DUTY**

The Service will be mindful of the rural needs of its customers when carrying out its functions and subsequent responsibilities, particularly in developing any new policies, plans or strategies throughout the year. In line with the Rural Needs Act (NI) 2016 we will give due regard to rurality in terms of needs in carrying out the activities within our Service.

<b>Report on</b>	Extended Producer Responsibility Obligations/Regulations update
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Mark McAdoo, Assistant Director: Environmental Services
<b>Contact Officer</b>	Karl McGowan, Waste and Sustainable Development Manager

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update members on the Extended Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations.
<b>2.0</b>	<b>Background</b>
2.1	<p>The Department of Agriculture, Environment and Rural Affairs in Northern Ireland (DAERA), along with the UK Government, Scottish Government and Welsh Government, previously published joint consultations in 2019 and 2021 setting out proposals to reform the producer responsibility system for packaging. The Regulations include provisions that implement the 'polluter pays' principle by requiring obligated producers to pay the full net cost of collecting and recycling their packaging when it becomes waste.</p> <p>The draft regulations that were proposed following the consultation response are summarised below:</p> <ul style="list-style-type: none"> <li>• Producers to pay the costs of managing household packaging waste.</li> <li>• Payments to councils for collection of household packaging waste, and packaging disposed of in street/litter bins.</li> <li>• Modulated fees to incentivise the use of recyclable packaging.</li> <li>• Mandatory takeback scheme (by relevant businesses) for the collection and recycling of fibre-based composite cups (disposable coffee cups).</li> <li>• Mandatory labelling of packaging for recyclability with single labelling</li> <li>• Annual packaging waste recycling targets to 2030</li> <li>• Enhanced waste sampling to enable improved data on packaging waste.</li> <li>• Strengthened requirements on reprocessors and exporters.</li> <li>• Appointment of a Scheme Administrator.</li> </ul> <p>Since early 2023 producers of packaging in the UK have been required to collect and report data on the amount and type of packaging they place on the market. This data is being used to calculate the disposal fees of collecting and sorting packaging for recycling and for the collection and disposal of packaging in residual waste and will also be used to calculate producers recycling obligations.</p>

	<p>On 25th July the UK Government and the Devolved Administrations announced there had been a decision to defer extended producer responsibility for packaging fees for one year and that EPR payments to local authorities would be delayed until October 2025 however work on the necessary regulations would continue.</p>
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The main impacts of the Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations for local authorities are:</p> <ul style="list-style-type: none"> <li>• <b>Provision of recycling information and labelling</b> The draft Regulations introduce a single, UK-wide approach to packaging labelling. Producers that are brand owners’ packer/fillers and importers must label primary and shipment packaging using the appropriate ‘Recycle Now’ mark and wording (Recycle or Do Not Recycle). This will provide consumers with clear and consistent information on what packaging they can and cannot recycle.</li> <li>• <b>Scheme Administrator calculation of producer disposal and administration fees</b> The Scheme Administrator will be required to calculate producer fees based on the amount and type of household packaging the producer has supplied and the disposal and scheme administrator costs assessed. The Scheme Administrator is responsible for calculating producer disposal fees which will cover local authority household packaging waste and binned packaging waste disposal costs, and Scheme Administrator public costs.</li> </ul> <p>If a producer can demonstrate they have collected and recycled packaging waste that is either not commonly collected by local authorities for recycling or is reusable packaging waste from an operational re-use system, the Scheme Administrator can offset these tonnages from a producer’s disposal fee obligations, thereby reducing their disposal fees. Government is considering whether any further exemptions of such models from disposal fees should apply.</p> <p>The draft Regulations also introduce a requirement for the Scheme Administrator to adjust (modulate) disposal fees based on the environmental sustainability of the packaging producers supply and require the Scheme Administrator to publish a statement of policy setting out how the adjustments will be applied.</p> <p>The draft Regulations also provide the Scheme Administrator with the ability, when calculating total tonnes of packaging to estimate the amount of packaging supplied by producers which have not fully met their reporting and registration obligations. This is a discretionary provision that allows the Scheme Administrator to consider producer non-compliance when calculating producer disposal fees where this may have a material impact on compliant producers. The recalculation of cost and fees, as set out below, provides further provision to the Scheme Administrator to consider and recalculate fees based on producer non-compliance.</p>

- **Scheme Administrator’s calculation of disposal costs and scheme administrator costs to be recovered from producers**

The draft regulations do not place any direct obligations on local authorities as primary powers do not allow for this. However, the draft Regulations limit payments to local authorities to the costs of efficient and effective packaging waste management services, protecting producers from excessive and unfair costs.

The Scheme Administrator (SA) must assess local authority costs in managing household packaging waste from Year 1. This includes assessing the necessary, efficient costs of local authority packaging waste management services. The SA must assess income earned by a local authority through the sale of packaging waste and subtract this from their efficient disposal costs in calculating net costs. If a local authority is assessed as being ineffective, and not delivering against an improvement plan, the SA can make deductions to that local authority’s assessed efficient costs to incentivise service effectiveness (up to 20% of efficient costs). When assessing the effectiveness of local authority packaging waste management services, the SA will provide authorities with the opportunity to discuss their effectiveness assessments and how their services could be improved. The SA will provide authorities with a reasonable period to deliver against their improvement plans, where produced, before taking the decision to make reductions to efficient cost payments.

The SA must provide notices to local authorities on their disposal cost assessments and payments. In addition, the SA must assess the costs it incurs in delivering public information services and separately calculate its SA costs and recover both from producers.

3.2 The Department of Agriculture, Environment and Rural Affairs (DAERA) has published a consultation on the draft Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations 2024 on 28th July. The purpose of the consultation is to gather stakeholder views on how the policy has been reflected in the draft Regulations and to receive feedback on whether the Regulations create clear and operationally feasible obligations. The consultation deadline is the 9<sup>th</sup> October 2023 and can be accessed using the following link:

<https://consult.defra.gov.uk/extended-producer-responsibility-team/consultation-on-the-draft-producer-responsibility>

3.3 The full text of the consultation is included as an attached document. As this is primarily a technical consultation it is intended to support the response of The Local Authority Recycling Advisory Committee (LARAC) of which the Council is a member upon receipt and review of their proposed draft response in September.

<b>4.0</b>	<b>Other Considerations</b>
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>
	<p>Financial:</p> <p>The proposed Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations will have a financial impact on the Council in the form of payments made from the Scheme Administrator. The quantum of these payments are unknown at this time but are expected to be significant as they are designed to cover the Councils household packaging waste disposal costs.</p>
	<p>Human:</p> <p>The proposed Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations may have an impact on the workload of Officers in submitting information to the Scheme Administrator in relation to disposal cost payments.</p>
	<p>Risk Management:</p> <p>None</p>
4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Consultation document on the draft Producer Responsibility Obligations – (Packaging and Packaging Waste) Regulations 2024



Department  
for Environment  
Food & Rural Affairs



Llywodraeth Cymru  
Welsh Government



Scottish Government  
Riaghaltas na h-Alba  
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Department of  
**Agriculture, Environment  
and Rural Affairs**

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

# Consultation on the draft Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations [2024]

## Consultation Document

28 July 2023

We are the Department for Environment, Food and Rural Affairs. We're responsible for improving and protecting the environment, growing the green economy and supporting our world-class food, farming and fishing industries.

We work closely with our 33 agencies and arm's length bodies on our ambition to make our air purer, our water cleaner, our land greener and our food more sustainable. Our mission is to restore and enhance the environment for the next generation, and to leave the environment in a better state than we found it.



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



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# 1. Executive summary

The UK Government and the Devolved Administrations of Northern Ireland, Scotland and Wales (hereafter referred to as the Devolved Administrations) are committed to protecting the environment and have all signalled their strong intent to introduce Extended Producer Responsibility (EPR) for packaging. EPR will require that businesses pay the full costs of dealing with the packaging they supply and use when it becomes waste. The basis of this policy is to improve efficiency by placing responsibility on businesses for the environmental impact of their packaging. This to incentivise recyclability and reuse of packaging, and in turn encourage more domestic reprocessing and overall system improvements and savings.

We have published two consultation documents in 2019 and 2021 which, together, outlined our proposals on the introduction of EPR for packaging across the UK. The Government Response published in March 2022 confirmed how we intend to implement EPR for packaging. This can be found here [EPR Consultation Government response template \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/consultations/epr-consultation-government-response).

Since the publication of the Government Response, the UK Government and the Devolved Administrations have been working closely to develop the draft Regulations which implement these reforms. Our objective is to ensure that these reforms deliver sustained change. Having reflected on industry feedback, the UK Government and the Devolved Administrations decided to defer EPR for packaging payments from October 2024 to October 2025. A 12-month deferral to packaging payments will give:

- Industry additional time to prepare for the new requirements, which may include reviewing and improving current packaging use.
- Industry and local authorities more opportunity to be involved in the design of the scheme.
- Local authorities and waste management companies more time to adjust current services and to introduce new efficient and effective services for EPR.

The UK Government and the Devolved Administrations remain committed to packaging reforms that work for business, the environment, and the economy as a whole. This consultation now shares the draft Regulations which implement EPR for packaging, as set out in the March 2022 Government Response. These draft Regulations will apply UK-wide.

We are seeking views on the draft text to ensure that the draft Regulations achieve the policy intentions set out in the Government Response, creating clear and operationally feasible obligations. Changes to those policy intentions are minimal and are set out in Section 3. The draft Regulations have been developed following engagement with industry. Alongside this consultation we are planning co-design workshops with stakeholders across the value chain that will address the more detailed, technical areas of the draft Regulations. More information will be shared on these workshops in due course.

## 2. Introduction

### Purpose of the consultation

The UK Government and Devolved Administrations have ambitious goals to protect our climate, drive green growth, and drive down unnecessary waste. Our plans for EPR for packaging play a key part in delivering those goals. The current producer responsibility system for packaging has operated across the UK since 1997, but it has never placed the full net costs of disposing of packaging waste on businesses who supply and use packaging.

The UK Government, the Scottish Government, the Welsh Government and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland published joint consultations in 2019 ([Consultation on reforming the UK packaging producer responsibility system \(defra.gov.uk\)](https://www.defra.gov.uk/consult/consultations/consultation-on-reforming-the-uk-packaging-producer-responsibility-system)) and 2021 ([Extended Producer Responsibility for Packaging - Defra - Citizen Space](https://www.gov.uk/government/consultations/extended-producer-responsibility-for-packaging)) setting out proposals to reform the producer responsibility system for packaging. The majority of respondents to both consultations were supportive of the proposals put forward. The Government Response published in March 2022 ([EPR Consultation Government response template \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/consultations/epr-consultation-government-response)) confirmed how the reforms to producer responsibility system for packaging are intended to be implemented.

We are now consulting on the draft Regulations at Annex 1, which will implement EPR for packaging across the UK consistent with the March 2022 Government Response. The Regulations include provisions that implement the 'polluter pays' principle by requiring obligated producers to pay the full net cost of collecting and recycling their packaging when it becomes waste. The UK Government and the Devolved Administrations have worked together to develop these draft Regulations. The Regulations are in draft and will require further changes and review prior to finalisation.

As the overall policy intention and objectives have already been the subject of consultation, the purpose of this exercise is not to consult on these matters. Rather, the purpose of this consultation is to gather views on how the approach set out in the Government's consultation response of March 2022 has been reflected in these draft Regulations, and to receive feedback on the operability of their implementation arrangements. We would particularly appreciate views on the clarity with which these draft Regulations define the responsibilities of obligated producers, exporters, reprocessors, compliance schemes, local authorities and councils, the Scheme Administrator, and the regulators, identifying any ambiguities in the text that could be improved. Responses which go beyond the questions asked in this consultation document will be noted and considered as part of future work on the reforms but not included within the consultation response.

There are however several areas that we intend to develop further with businesses and wider stakeholders, particularly from the collection and packaging sectors with a view to potential future reform. These include issues such as ownership of packaging materials as they pass through collection, sorting and reprocessing and as indicated in the March 2022 Government Response, packaging re-use policy and payments for the management of business waste. These are outside the scope of the current draft Regulations as they are not deliverable prior to the introduction of the initial reforms, but we welcome input on these matters to inform future regulatory, policy and delivery decisions.

We also intend to lay separate regulations to amend the 2007 Packaging Producer Responsibility (Packaging Waste) Regulations to introduce packaging waste recycling targets for 2024. Recycling targets for 2025-2030 will be included in the final version of the draft Regulations we are consulting on.

A new Impact Assessment has not been prepared for this consultation. The March 2022 Final Impact Assessment (FIA), which can be found here [Impact Assessment \(publishing.service.gov.uk\)](https://publishing.service.gov.uk), presented the costs and benefits at that time, building on the analysis in the Impact Assessments that accompanied the 2019 and 2021 consultations, and feedback from the Regulatory Policy Committee. We will publish an updated version of the FIA when the draft Regulations are laid in Parliament.

As with the previous consultations, this consultation is being undertaken jointly by the UK Government, the Scottish Government, the Welsh Government and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland. Unless otherwise stated, references to 'Government' are references to the UK Government, the Scottish Government, the Welsh Government and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland.

References to Ministers are references to Ministers of each administration. References to 'the regulator' or 'regulators' are references to the Environment Agency (EA), the Northern Ireland Environment Agency (NIEA), Natural Resources Wales (NRW), the Scottish Environment Protection Agency (SEPA) and the Labelling Authority, unless stated otherwise.

References to "local authorities" (referred to in the draft Regulations (regulation 2(1) as 'relevant authority') include a waste collection authority, a waste disposal authority, a district council in Northern Ireland and the Council of the Isles of Scilly.

## Audience

Responses to this consultation are welcomed from:

- Businesses involved in the design, production and specification of packaging.

- Businesses who manufacture products and put these products into packaging, or who have products put into packaging on their behalf, and who place these products on the UK market.
- Retailers, online marketplaces and importers of both packaged products and unfilled packaging.
- Local authorities
- Packaging compliance schemes.
- Organisations involved in the management and recycling of packaging waste including waste management companies, brokers, exporters, and reprocessors.
- Other organisations such as professional and membership organisations, Non-Governmental Organisations, consultants and charitable organisations who have an interest in packaging and how packaging waste is managed in the UK.
- Members of the public.

## Responding to the consultation

Please respond to this consultation in one of the following ways:

Online using the Citizen Space consultation hub at Defra <https://consult.defra.gov.uk/>

For ease of analysis, responses via the Citizen Space platform would be preferred, but alternative options are provided below if required:

By email to: [packaging@defra.gov.uk](mailto:packaging@defra.gov.uk)

In writing to:

Collection and Packaging Reform  
Extended Producer Responsibility Team, Defra  
Seacole Building  
2 Marsham Street  
London  
SW1P 4DF

Please note, any responses sent by post must have **arrived** at the above address by the closing date of the consultation (9 October) to be counted. Any responses received after this date will not be analysed. To ensure your response is included in the analysis, please consider responding online via Citizen Space.

Defra is managing the consultation process on behalf of Government.

The Scottish and Welsh Governments will have access to the consultation responses provided via the Citizen Space consultation hub. If you would like to send a copy of your consultation response to the Scottish and/or Welsh Governments, then please send by email to:

Scotland: [producerresponsibility@gov.scot](mailto:producerresponsibility@gov.scot)

Wales: [wastestrategy@gov.wales](mailto:wastestrategy@gov.wales)

If you are responding from Northern Ireland, please ensure a copy of your response is also sent to [EPRTeam@daera-ni.gov.uk](mailto:EPRTeam@daera-ni.gov.uk). Consultation responses will be shared with the Department for Agriculture, Environment and Rural Affairs in Northern Ireland.

## Consultation period

This consultation will run from 28 July and close on 9 October 2023

## After the consultation

We will review the responses received and make changes to the draft Regulations as appropriate. The draft Regulations will be made publicly available when they are notified to the World Trade Organisation (WTO) and the European Union (EU) in respect of Northern Ireland to comply with international obligations. During the notification period, we will publish a high-level summary of the responses.

Information provided in response to this consultation document, including personal information may be subject to publication or release to other parties or to disclosure in accordance with the access to information regimes e.g., Freedom of Information Act 2000 (FOIA), Environmental Information Regulations 2004 (EIR) and the Data Protection Act 2018.

If you want information, including personal data, that you provide to be treated as confidential, please say so clearly in writing when you submit your response to the consultation and explain why you need these details to be kept confidential.

If we receive a request for disclosure under the FOIA or EIR, we will take full account of your explanation, but due to the law we cannot provide an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as a confidentiality request.

Defra is the data controller in respect of any personal data that you provide, and Defra's Personal Information Charter, which gives details of your rights in respect of the handling of your personal data, can be found at:

<https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs/about/personal-information-charter>

## Compliance with the consultation principles

This consultation is being conducted in line with the Consultation Principles set out in the Better Regulation Executive guidance which can be found at:

<https://www.gov.uk/government/publications/consultation-principles-guidance>.

If you have any comments or complaints about the consultation process, please address them to:

By e-mail: [consultation.coordinator@defra.gov.uk](mailto:consultation.coordinator@defra.gov.uk)

Or in writing to:

Consultation Co-ordinator  
Packaging Extended Producer Responsibility Team  
Resources & Waste, Defra  
Seacole Building  
2 Marsham Street  
London  
SW1P 4DF

## About you

A wide range of businesses, organisations and individuals are involved with or take an interest in packaging. The questions below are intended to grasp this diversity and put your responses in perspective with those of other respondents.

### **Q1. Would you like your response to be confidential?**

Yes / No

If you answered 'Yes', please provide your reason.

### **Q2. Your name?**

### **Q3. Your email address?**

*This is optional, but if you enter your email address you will be able to return to edit your consultation response in Citizen Space at any time until you submit it. You will also receive an acknowledgement email when you submit a completed response.*

### **Q4. Which best describes you? Please provide the name of the organisation/business you represent and an approximate size/number of staff (where applicable).**

(Please tick one option. If multiple categories apply, please choose the one which best describes the organisation you are representing in your response.)

- Business representative organisation/trade body
- Packaging designer / manufacturer / converter
- Product manufacturer /brand owner/ packer filler
- Importer of packaged products or unfilled packaging
- Distributor
- Retailer including Online Marketplace
- Local authority
- Waste management company
- UK reprocessor / recycler of packaging waste
- Exporter of packaging waste for recycling
- Non-governmental organisation
- Charity or social enterprise
- Consultancy
- Academic or research
- Individual
- Other
- If you answered 'Other', please provide details:

**Q5. Government will need to understand the needs of users to build digital services for EPR for packaging. Would you like your contact details to be added to a user panel for EPR for packaging so that we can invite you to participate in user research (e.g., surveys, workshops and interviews) or to test digital services as they are designed and built?**

You can read a [Privacy Notice](#) that explains how your information is safeguarded in relation to user research, what we will and won't do with it, how long it will be kept and how to opt out of user research if you change your mind.

Yes / No



## 3. The draft Regulations explained

### Overview of the legislation implementing the EPR for packaging reforms

The first building blocks of an EPR scheme for packaging were introduced by the Packaging Waste (Data Reporting) (England) Regulations 2023 which can be found here [The Packaging Waste \(Data Reporting\) \(England\) Regulations 2023 \(legislation.gov.uk\)](#). These were amended by the Packaging Waste (Data Reporting) (England) (Amendment) Regulations 2023 which can be found here [The Packaging Waste \(Data Reporting\) \(England\) \(Amendment\) Regulations 2023 \(legislation.gov.uk\)](#). There are equivalent regulations in:

- Northern Ireland - [The Packaging Waste \(Data Reporting\) \(No.2\) Regulations \(Northern Ireland\) 2023 \(legislation.gov.uk\)](#) and [The Packaging Waste \(Data Reporting\) \(No. 2\) \(Amendment\) Regulations \(Northern Ireland\) 2023 \(legislation.gov.uk\)](#).
- Scotland - [The Packaging Waste \(Data Reporting\) \(Scotland\) Regulations 2023 \(legislation.gov.uk\)](#) and [The Packaging Waste \(Data Reporting\) \(Scotland\) Amendment Regulations 2023 \(legislation.gov.uk\)](#).
- Wales – [The Packaging Waste \(Data Collection and Reporting\) \(Wales\) Regulations 2023](#)

All these Statutory Instruments are referred to together as the ‘Data Regulations 2023’ in this consultation document.

The Data Regulations 2023 require obligated producers to collect and/or report data from March 2023 for England, 28<sup>th</sup> February 2023 for Scotland and Northern Ireland and 17<sup>th</sup> July 2023 for Wales (or from January 2023 if the data is available in all nations) on the amount and type of packaging that they supply. This data is needed to calculate the disposal fees for the collection and sorting of packaging for recycling and the collection and disposal of packaging in residual waste) that these producers will be required to pay. This data will also be used to calculate producers recycling obligations.

The draft Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations [2024] (“the draft Regulations”) set out obligations on producers to continue to collect and report data. These requirements mirror the requirements in the Data Regulations 2023 but with some further amendments to address small gaps in the data collection and reporting obligations. The draft Regulations also include provisions to:

- Enable the appointment of a Scheme Administrator.
- Allow a Scheme Administrator to raise fees from obligated producers to cover local authority costs for the management of household and binned packaging waste, the costs of public information campaigns, and its operational costs.

- Set recycling targets on producers covering all types of packaging waste (i.e., primary, shipment, secondary, tertiary; household and non-household).
- Require certain types of packaging to be labelled to indicate recyclability.
- Introduce a mandatory takeback and recycling requirement for fibre-based composite cups.
- Require all reprocessors and exporters of packaging waste to register with a regulator and to report data, and, for those that choose to, to become accredited and issue recycling evidence.
- Enable regulators to effectively monitor compliance and enforce the draft Regulations.

Subject to Parliamentary approval, the Data Regulations 2023 will be replaced by these draft Regulations, which will also revoke the Producer Responsibility Obligations (Packaging Waste) Regulations 2007 (the 2007 Regulations) and the Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations (Northern Ireland) 2007 (the Northern Ireland 2007 Regulations).

## **Changes in the draft Regulations from the policy intentions set out in the Government Response**

In developing the draft Regulations, we have made a small number of changes and added detail to clarify the policy intentions that were set out in the Government Response published in March 2022.

- Due to the change to the implementation date of the Scottish Deposit Return Scheme (DRS) to October 2025, scheme articles will be subject to the same obligations under EPR for packaging as drinks containers in scope of the England, Northern Ireland and Wales DRS, until such time as the DRS is operational. This change will also require a further amendment to the Data Regulations 2023.
- Reuse targets for wooden pallets were proposed to be introduced from 2024. We are continuing to work with the wood sector to develop options and are taking this forward as part of our wider work on packaging reuse policy, so obligations are not included in these draft Regulations. The draft Regulations will include recycling targets for wood packaging, and we will aim to introduce reuse targets from 2026.
- We have adopted a broad definition of household packaging as it has not proved possible to develop the guidance and protocols necessary to underpin more accurate apportionment. However, following concerns raised by producers, we are exploring whether the definition can be refined. Further details are set out in the following section.
- The proposal for an ‘operator competence test’ has become a ‘Fit and Proper Person (FPP) test’ to better align with existing permitting regimes (see draft regulation 106). This will allow the regulator to determine if an applicant is a fit and proper person for the purposes of these draft Regulations, taking into account the conditions specified.

- In relation to the proposal that exporters will only be able to issue Packaging Waste Export Notes (PERNs) once confirmation of receipt of the packaging waste has been obtained from final destination sites, we have clarified that, while proof of receipt will be required, this will not need to be submitted in real time in order to issue PERNs. Proof of receipt must be obtained and available for audit/inspection by the regulator.
- Mandatory requirements for the inspections of overseas sites by third party operators have not been included in the draft Regulations but will be considered as part of future reforms. There were legal and practical issues which need further development for this proposal to be implemented.
- Producers who self-manage packaging waste will have to report in which UK nation the waste was collected and sent for recycling. If they collect it in one nation and send it to another UK nation for recycling, they will also report to which nation it was sent. This now includes 'post-back' packaging.
- In accordance with the Government Response, we will provide the Scheme Administrator with the ability to adjust the disposal cost payment to a local authority where they consider an authority is not delivering against reasonable cost and performance benchmarks of efficient and effective services. We will be introducing a limit on the extent to which the Scheme Administrator can deduct money from local authority payments in relation to effectiveness assessments. The Scheme Administrator cannot reduce the disposal costs which the relevant authority is entitled to recover to an amount which is less than 80% of the efficient disposal costs assessed. This limit may be reviewed in future.
- Producers that can demonstrate they have collected and recycled packaging waste that is not commonly collected by local authorities for recycling or have collected and recycled packaging waste from an operational re-use system, will be able to offset these tonnages against their disposal cost obligations, thereby reducing their disposal fees.

## What is not included in the draft Regulations and future reforms

The draft Regulations do not include every area in which we would like to consider reform, including matters raised by stakeholders. In some cases, this is because a regulatory approach may not be necessary. In others, it is because our regulatory approach merits further consideration with external stakeholders, and therefore are matters best considered for future regulations and iterations of EPR.

In parallel to this consultation, we will continue to work with stakeholders across the collection and packaging sectors to review these matters in more detail. These include but are not limited to assurances for producers that local authorities will spend producer payments on packaging waste services, the Scheme Administrator governance arrangements to provide for greater sector involvement, material ownership by producers, packaging re-use obligations, and payments for the management of packaging waste from businesses.

Further consideration will be given to the place of closed-loop collection and recycling models. Producers operating such models may already bear the costs of managing their packaging when it becomes waste, so we will explore whether any further exemptions of such models from disposal fees should apply and if so what performance and reporting standards would need to be met to merit an exemption, and any impacts such exemptions may have on other EPR outcomes such as increasing the re-use of packaging and efficient and effective local authority packaging waste management services.

We will also continue to look at improvements to the definition of household packaging, establishing a working group with producers to develop this further. In the Government response to the 2022 consultation Government said that it would work towards an approach that would allow producers to report how much of their primary and shipment packaging was likely to end up in households. It also set out that if it was not feasible to establish the necessary guidance and protocols for the start of EPR, the assumption would be that all primary and shipment packaging would be considered household packaging except where producers could clearly and convincingly evidence this was not the case.

Following further work in 2022 Government concluded that developing comprehensive guidance and protocols for the start of EPR was not feasible. The Data Regulations 2023 and the draft Regulations therefore define household packaging as primary or shipment packaging which is not supplied to a business which is a final user of that packaging. This has been criticised for classing some packaging, such as large beer kegs or drums of industrial chemicals, as household packaging. We want to address this concern, but also need to ensure the Regulations remain clear and enforceable until such time as more detailed guidance and protocols can be developed.

We are therefore considering amending the draft Regulations as drafted to exclude packaging on a product which is designed only for business use. This would continue to be a binary assessment, with all packaging that may end up in household bins being classed as household packaging, unless a producer could provide evidence it had been supplied direct to a final business consumer, but it would allow for primary packaging, that is designed only for business use to be excluded, even if supplied through a third party such as a distributor. If feasible Government will work towards such a reporting approach applying for the 2024 reporting year.

**Q6. Do you agree that we should work towards excluding packaging that is designed only for use by a business from the payment of household disposal cost fees?**

- a. Yes
- b. No
- c. Do not know

Defra also intends to produce a circular economy action plan for England building on the outputs from the recent series of visioning sprints. This will provide a roadmap for the implementation of EPR for packaging, including its interactions with related policies such as Deposit Return Schemes across the UK, the introduction of Digital Waste Tracking, and Consistent Collections implementation in England.

## Overview of the draft Regulations

As set out above, via this consultation we are seeking views on the following:

- The clarity of the definitions of the responsibilities placed on producers, exporters, reproprocessors, compliance schemes, the Scheme Administrator and the regulators, the key considerations for local authorities and the identification of any points of ambiguity. We ask if the draft Regulations are clear, by this we want to understand whether the Regulations create obvious and understandable obligations on your organisation,
- The feasibility of the operational processes required to meet the obligations as set out in the draft Regulations as they apply to your organisation,
- The completeness of the draft Regulations as the basis for the implementation of EPR for packaging as per the confirmed policy intent, and
- Any unintended consequences of the draft Regulations as a whole.

The draft Regulations do not at this point include any commencement years but do include dates and months, so that the data reporting cycle is clear.

The following sections outline the high-level obligations on producers, the Scheme Administrator and the regulators. Each section is followed by questions to request feedback. Please answer those questions that are relevant to your organisation. We do not expect all respondents to answer all the questions. Responses which go beyond these questions will feed into wider work on the implementation and continuous improvement of the collection and packaging reforms. References to relevant sections of the draft Regulations (which in turn refer to relevant Schedules in the draft Regulations) are provided with the questions.

### **Obligations on producers**

*(Refer: draft Regulations, Part 2, Chapter 1. Definition of producers is provided in Part 1, regulation 8)*

Large producers are those which have an annual turnover of more than £2 million, and which handle more than 50 tonnes of packaging annually. They will be obliged to continue to report their packaging supplied data. Based on this data they will be required to meet recycling targets, pay regulator fees and, if supplying household packaging, pay a disposal fee and a Scheme Administrator fee.

Small producers are those which have an annual turnover of more than £1 million, and which handle more than 25 tonnes of packaging annually, but do not surpass the large producer threshold. Small producers will be required to report their total tonnes of packaging supplied annually by packaging material (glass, plastic, etc) and packaging type (primary, secondary, shipment or tertiary). This data will inform future review of the Regulations.

Certain small and large producers are also required to collate and report data on packaging supplied or discarded in each nation of the UK.

**Q7. Do the draft Regulations ensure all types of packaging, which is not exempt packaging, are subject to recycling obligations?**

- d. Yes
- e. No
- f. Do not know

If 'no', please detail which types of packaging are missed.

**Q8. Are producers recycling obligations clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide details of anything that is unclear.

**Q9. Are the obligations on each type of producer clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please state the type of producer and how the obligation is unclear.

**Q10. Are the obligations on all types of packaging clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please give examples of any packaging types where the obligations are unclear.

**Q11. Are there any areas in which two producers may be obligated for the same item of packaging?**

- a. Yes
- b. No
- c. Do not know

If 'yes', please set out clear examples to demonstrate this.

**Compliance schemes**

*(Refer: draft Regulations, Parts 3, 4 and 5)*

Producers can meet their recycling obligations directly or join a packaging compliance scheme, which will assume responsibility for meeting these obligations on behalf of its members. (Note: a compliance scheme cannot take on the disposal fee or Scheme Administrator fee obligation of its members).

**Q12. Is the relationship between a Packaging Compliance Scheme and its members clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide details of anything that is unclear.

**Q13. Are the obligations that a Packaging Compliance Scheme assumes on behalf of its members clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide details of obligations that are unclear.

**Provision of recycling information and labelling**

*(Refer: draft Regulations Part 2, Chapter 2)*

The draft Regulations introduce a single, UK-wide approach to packaging labelling. Producers that are brand owners, packer/fillers and importers must label primary and shipment packaging using the appropriate 'Recycle Now' mark and wording (Recycle or Do Not Recycle). This will provide consumers with clear and consistent information on what packaging they can and cannot recycle.

There is no de-minimis threshold for these requirements and the draft Regulations will require distributors to provide recycling information to those to whom they supply packaging.

The draft Regulations provide flexibility for the provision of recycling information for certain packaging items which include filled, unbranded packaging and for medicinal products.

Government will publish guidance ahead of the draft Regulations coming into force to help those obligated to understand and adopt these new mandatory requirements. We plan to undertake targeted engagement with relevant stakeholders to help develop the guidance.

**Q14. Are the requirements for the provision of recycling information and packaging labelling clear?**

- a. Yes
- b. No

c. Unsure

If 'no' or 'unsure', please explain the reason for your response and provide examples.

### **Recyclability assessments**

*(Refer: draft Regulations Part 1, regulation 10; Part 2, Chapter 1, regulation 15(6); Part 2, Chapter 2, regulation 21 and Chapter 5 for record keeping and reporting obligations)*

The draft Regulations will require producers that are obligated to provide recycling information and label packaging and/or those obligated to pay disposal fees to assess packaging to determine its recyclability. The output of the assessment will be used to both inform fee modulation and to underpin how packaging is labelled. To ensure a common approach is followed, a prescribed methodology must be used.

It is anticipated that, for a large proportion of packaging items, the assessment will be a straightforward process. However, Government recognises some businesses may wish to outsource the undertaking of assessments and is exploring the role of third-party organisations to help with this. Services offered by these organisations could include certifying a producer's self-assessment or conducting the assessment on their behalf.

Government is considering whether there is a need for third-party organisations to be accredited by the United Kingdom Accreditation Service (UKAS) or approved by the Scheme Administrator to ensure that standards are upheld, and that effective quality assurance and auditing practices are in place.

#### **Q15. Are you likely to use a third-party organisation to conduct packaging recyclability assessments?**

- a) Yes
- b) No
- c) Unsure/not decided

Please provide the reason for your response.

#### **Q16. If you answered yes to Q14, should there be a mandatory accreditation scheme for third-party organisation(s) who undertake recyclability assessments?**

- a) Yes, approved by the Scheme Administrator
- b) Yes, accredited by UKAS
- c) Yes, other (please specify)
- d) No accreditation scheme

Please explain the reason for your response.

### **Mandatory takeback and recycling of fibre-based composite cups**

*(Refer: draft Regulations Part 2, Chapter 3. There are also provisions relating to takeback schemes in Part 3.)*



Sellers of fibre-based composite cups that are filled at the point of supply (e.g. coffee shops) which employ 10 or more staff on a full time equivalent basis will be required to register with their regulator, provide a bin in their stores for the collection of used cups, and arrange for these cups to be sent to be recycled. These sellers will also need to report to their regulator the weight of cups that they have sold and the weight of cups they have sent for recycling. Sellers can register with a regulator directly or choose to register with a take back scheme. A take back scheme is a third-party organisation that will take on the obligations of a business to register with a regulator and submit required data. They can help provide a bin and to arrange for the used cups to be collected and recycled.

Government plans to introduce the mandatory cup takeback and recycling obligations in 2025. The draft Regulations set out these obligations, but we are currently considering the best legal vehicle to introduce these requirements in light of the changes to the timeline for the introduction of EPR for packaging. However, we do not intend the substance of the legal obligations to change significantly. We will be engaging directly with stakeholders affected by these obligations over the coming weeks. Please sign up to the [CPR newsletter](#) for the latest on reforms, or contact [CPRenquiries@defra.gov.uk](mailto:CPRenquiries@defra.gov.uk) if your business has a particular interest in these requirements and would like to be part of these engagement opportunities.

### **Scheme Administrator establishment**

*(Refer: draft regulations Part 6 and Schedule 5)*

The draft Regulations require the Defra Secretary of State, the Welsh Ministers, the Scottish Ministers and Department for Agriculture, Environment and Rural Affairs in Northern Ireland (DAERA) to act jointly to appoint a Scheme administrator. A decision to revoke an appointment must also be made jointly.

The draft Regulations set out the functions of the body and other key requirements on the Scheme Administrator (such as annual reporting). They also give relevant Ministers and DAERA the ability to direct the Scheme Administrator if it is acting or failing to act in a way that is likely to have an adverse impact on the environmental effects which the EPR for packaging policy is intended to achieve.

As indicated in the March 2022 Government Response we have taken the decision to host the Scheme Administrator, at least initially, in the public sector. This is based on advice from HM Treasury which considered the type of functions to be undertaken by the Scheme Administrator and that the Regulations will require producers to pay disposal costs. For example, setting disposal fee rates, collecting fees from producers, and then making payments to local authorities are considered sovereign-type functions, in other words functions typically undertaken by government. We are continuing to work on the Scheme Administrator design including through co-design sessions and are reflecting on feedback from stakeholders and international best practice. We are considering which functions

should be performed by the Scheme Administrator and which could better be performed by a sector-led organisation or outsourced. The draft Regulations provide for the Scheme Administrator to enter into an agreement(s) with an organisation(s) to perform functions on its behalf. Whether the Scheme Administrator chooses to do so or not, and the nature of any agreement is not set out in the draft Regulations, however the Scheme Administrator must obtain the consent of relevant Ministers and DAERA before doing so.

We will keep the role of the Scheme Administrator under review as we consider further policy approaches such as material ownership by producers. Please sign up to the [CPR newsletter](#) for the latest on reforms, or contact [CPRenquiries@defra.gov.uk](mailto:CPRenquiries@defra.gov.uk) for more information if your business has a particular interest in this and would like to be part of these engagement opportunities.

**Q17. Are the functions of the Scheme Administrator as outlined in the draft Regulations clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide examples of where the draft Regulations are not clear.

**Scheme Administrator calculation of producer disposal and administration fees**

*(Refer: draft Regulations, Part 6, Chapter 2)*

The Scheme Administrator will be required to calculate producer fees based on the amount and type of household packaging the producer has supplied and the disposal and scheme administrator costs assessed.

The Scheme Administrator is responsible for calculating producer disposal fees which will cover local authority household packaging waste and binned packaging waste disposal costs, and Scheme Administrator public information costs.

If a producer can demonstrate they have collected and recycled packaging waste that is either not commonly collected by local authorities for recycling or is reusable packaging waste from an operational re-use system, the Scheme Administrator can offset these tonnages from a producer's disposal fee obligations, thereby reducing their disposal fees. As noted earlier in the consultation document, we are considering whether any further exemptions of such models from disposal fees should apply.

The draft Regulations also introduce a requirement for the Scheme Administrator to adjust (modulate) disposal fees based on the environmental sustainability of the packaging producers supply and require the Scheme Administrator to publish a statement of policy setting out how the adjustments will be applied.

The draft Regulations also provide the Scheme Administrator with the ability, when calculating total tonnes of packaging to estimate the amount of packaging supplied by producers which have not fully met their reporting and registration obligations. This is a discretionary provision that allows the Scheme Administrator to consider producer non-compliance when calculating producer disposal fees where this may have a material impact on compliant producers. The recalculation of cost and fees, as set out below, provides further provision to the Scheme Administrator to consider and recalculate fees based on producer non-compliance.

In addition, the Scheme Administrator will need to separately calculate a producer's annual administration fee that covers the costs the organisation incurs in delivering its functions.

The Scheme Administrator will be required to provide notices of liability to producers obligated for disposal fees and administration fees, setting out how these fees have been calculated.

**Q18. Do the draft Regulations allow for the Scheme Administrator to accurately apportion fees to producers?**

- a. Yes
- b. No
- c. Do not know

If no, please detail why.

**Q19. If your organisation collects and recycles packaging waste, do you understand if you would qualify for off-setting under the draft Regulations?**

- a. Yes
- b. No
- c. Do not know

If no, how can this be made clear?

**Q20. Do you think the offsetting provisions should be extended as part of future reforms to EPR?**

- a. Yes
- b. No
- c. Do not know

If yes, please detail how you think these offsetting provisions should be extended and why.

**Q21. Do the draft Regulations provide appropriate safeguards for compliant producers, including with regards to the impact producer non-compliance may have on producer disposal fees?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide details of your concerns.

**Scheme Administrator's calculation of disposal costs and scheme administrator costs to be recovered from producers**

*(Refer: draft Regulations, Part 6, Chapter 3 (disposal costs), Chapter 4 (Scheme Administrator costs) and Chapter 5 (payments to relevant authorities))*

The draft regulations do not place any direct obligations on local authorities as primary powers do not allow for this. However, the draft Regulations limit payments to local authorities to the costs of efficient and effective packaging waste management services, protecting producers from excessive and unfair costs.

The Scheme Administrator must assess local authority costs in managing household packaging waste from Year 1. This includes assessing the necessary, efficient costs of local authority packaging waste management services. The Scheme Administrator must assess income earned by a local authority through the sale of packaging waste and subtract this from their efficient disposal costs in calculating net costs. If a local authority is assessed as being ineffective, and not delivering against an improvement plan, the Scheme Administrator can make deductions to that local authority's assessed efficient costs to incentivise service effectiveness (up to 20% of efficient costs). When assessing the effectiveness of local authority packaging waste management services, the Scheme Administrator will provide authorities with the opportunity to discuss their effectiveness assessments and how their services could be improved. The Scheme Administrator will provide authorities with a reasonable period of time to deliver against their improvement plans, where produced, before taking the decision to make reductions to efficient cost payments.

The Scheme Administrator must provide notices to local authorities on their disposal cost assessments and payments.

In addition, the Scheme Administrator must assess the costs it incurs in delivering public information services and separately calculate its scheme administrator costs and recover both from producers.

**Q22. Do the draft Regulations make it clear what the Scheme Administrator is required to do and consider in assessing local authority efficient net disposal costs and service effectiveness?**

- a. Yes
- b. No

If no, how could these be made clear and what do you consider is missing?

**Q23. Do the draft Regulations make appropriate provision for how the Scheme Administrator will incentivise the delivery of efficient and effective packaging waste management services by local authorities?**

- a. Yes
- b. No
- c. Do not know

If no, please detail why and explain what is missing.

**Q24. Do the draft Regulations make it clear what the Scheme Administrator is required to do and consider in assessing Scheme Administrator public information costs and administration costs?**

- a. Yes
- b. No

If no, how could these be made clear and what do you consider is missing?

**Q25. Do the draft Regulations make appropriate provision for how the Scheme Administrator will distribute disposal cost payments to local authorities?**

- a. Yes
- b. No
- c. Do not know

If no, how could the provisions be made clear or and what do you consider is missing?

**Q.26 Do the draft Regulations make it clear how the Scheme Administrator will adjust (modulate) fees to account for the environmental sustainability of household packaging?**

- a. Yes
- b. No

If no, how could these be made clear and what do you consider is missing?

**Q27. Do you have views on any materials that should be exempted from the scope of modulating fees?**

- a. Yes
- b. No

If yes, please specify which materials.

### **Recalculation of costs and fees**

*(Refer: draft Regulations, Part 6, Chapter 6)*

The draft Regulations provide for the Scheme Administrator to undertake in-year or post-year recalculations of producer fees and local authority costs and sets out the grounds on

which these recalculations could occur and relevant timings. The draft Regulations allow the Scheme Administrator to consider whether new or revised information suggests a material difference to the costs and fees they had assessed and notified for a given assessment year. It sets out the process for how the Scheme Administrator should reconcile the costs of local authorities and the fees of producers where it decides to make recalculations, including the reissuing of notices.

**Q28. Do the draft Regulations provide the necessary grounds to allow the Scheme Administrator to recalculate the costs and fees?**

- a. Yes
- b. No
- c. Do not know

If no, which grounds are missing?

**Q29. Do the draft Regulations set out clearly the process the Scheme Administrator must follow in making fee and cost recalculations?**

- a. Yes
- b. No
- c. Do not know

If no, how can the process be made clearer?

**Reprocessors and Exporters**

*(Refer: draft Regulations, Part 7, Chapter 1 for Registration and Chapter 2 for Accreditation)*

Reprocessors and exporters who handle packaging waste as part of their operations are required by these draft Regulations to register with the relevant regulator (EA, NIEA, NRW or SEPA) and submit data on an annual basis in relation to that packaging waste.

They can also be accredited by the relevant regulator to issue evidence of packaging waste recycling (Packaging Waste Recycling Notes (PRNs) or Packaging Waste Export Recycling Notes (PERNs).

**Q30. Are the new registration requirements for reprocessors and exporters handling packaging waste clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide details of any requirements that are unclear.

**Q31. Are the new conditions and reporting requirements for accredited reprocessors and exporters clear?**

- a. Yes
- b. No
- c. Do not know

If 'no', please provide details of any conditions and/or reporting requirements that are unclear.

## **Appeals**

*(Refer: draft Regulations, Part 8)*

Producers, operators of schemes, reprocessors and exporters can appeal against certain decisions of the regulators, in relation to approvals, registration and accreditation. These appeals will be heard by the First Tier Tribunal in England and Wales, the Planning Appeals Commission of Northern Ireland in Northern Ireland and Scottish Ministers in Scotland.

Producers can appeal against the Scheme Administrator decisions related to the notice of liability to pay disposal fees and local authorities can appeal against the Scheme Administrators assessment and/or distribution of disposal costs. Appeals against the Scheme Administrator will be determined by the First Tier Tribunal in England and Wales, the Planning Appeals Commission of Northern Ireland in Northern Ireland and the sheriff in Scotland. An appeal cannot be brought against a decision unless the appellant has first brought a complaint against the Scheme Administrator. The Scheme Administrator will be required to establish a complaints procedure.

### **Q32. Do the draft Regulations adequately capture the decisions that can be appealed?**

- a. Yes
- b. No
- c. Do not know

If no, what decisions are not adequately captured or missing?

### **Q33. Do the draft Regulations set out an adequate appeals process?**

- a. Yes
- b. No
- c. Do not know

If no, how could this process be made clear?

## **Regulators**

*(Refer: draft Regulations, Part 10)*

The draft Regulations place a duty on the regulators to monitor compliance with the obligations and requirements of producers, schemes, reprocessors and exporters as laid out in the draft Regulations. The regulators may publish guidance as they consider appropriate in relation to the operation of any provision in these draft Regulations.

There is a new 'fit and proper person test' that the EA, NIEA, NRW and SEPA will need to apply. The draft Regulations require those regulators to publish joint guidance on the criteria that will be applied in determining whether a person is fit and proper.

### **Future development of EPR for packaging**

In the Government Response to the 2021 consultation, we committed to reviewing EPR for packaging after 2 years of operation; the commitment to undertake this review remains. This review will include the following (but may include additional factors that become apparent during the initial operation of the scheme):

- The sufficiency of EPR measures, in the context of wider collection and packaging reforms and in the delivery of the stated environmental objectives
- The outcomes of further work on material ownership and disposal costs for business packaging waste and related implications for the 'PRN system'
- The form and operational arrangements of the Scheme Administrator
- The sufficiency of arrangements to ensure the efficiency and effectiveness of local authority packaging waste collection and recycling services
- The scope to continuously improve the scheme design and regulatory framework based on international best practice.

We recognise that EPR for packaging will evolve over time. We are therefore interested in views on areas to focus on in that review and where the scheme could be developed further.

**Q34. Please raise up to three areas of EPR packaging policy that you would like us to consider in the first review and rank in order of priority.**

## **Next steps**

### **Next steps on the implementation of the draft Regulations**

This consultation will close on 9 October 2023. The Governments will consider the responses to the consultation and make amendments to the draft Regulations as appropriate.

Alongside the consultation we will hold co-design workshops with stakeholders to address the more detailed, technical areas of the draft Regulations.

Following consideration of responses, appropriate amendments and refinements to the draft Regulations will be made, and that updated draft will be notified to the WTO and EU in Spring 2024 and will be available via the notification process for stakeholders to view.



All the Governments will continue to work together to monitor the impact of these draft Regulations on the operation of the UK internal market.

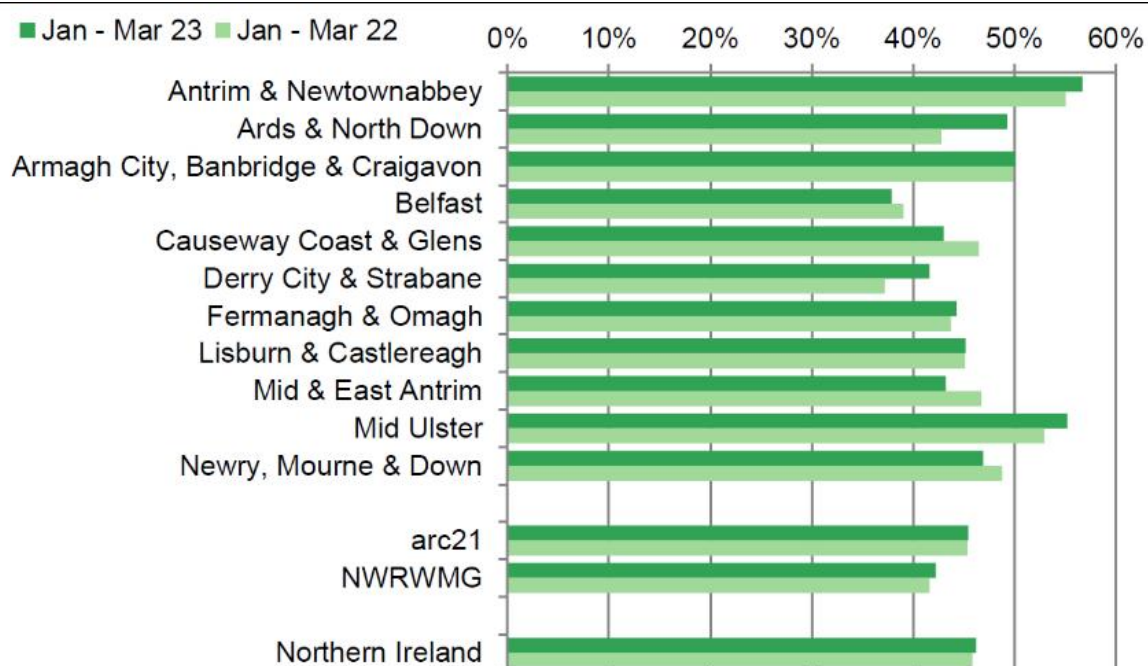
**Annex 1: The draft Producer Responsibility Obligations (Packaging and Packaging Waste) Regulations [2024]**

<b>Report on</b>	Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for January to March 2023
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Mark McAdoo, Assistant Director, Environmental Services
<b>Contact Officer</b>	Karl McGowan, Waste and Sustainable Development Manager

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update members on the Council's performance in relation to recycling and landfill diversion targets as outlined in the NIEA Northern Ireland Local Authority Waste Management Statistics Report for Quarter 4 of 2022/23 from January to March 2023
<b>2.0</b>	<b>Background</b>
2.1	<p>The above (provisional) report was published on the 27<sup>th</sup> July 2023 by the Department of Agriculture, Environment and Rural Affairs (DAERA). The data in the report is based on quarterly returns made to WasteDataFlow, a web-based system, used by all local authorities throughout the UK to report on local authority collected municipal waste (LACMW). This publication provides information on local authority collected municipal waste from household and non-household sources and recycling and landfill rates in Northern Ireland.</p> <p>Headline figures are shown in the attached infographic with the full report available via the below link:</p> <p><a href="https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-january-march-2023">https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-january-march-2023</a></p>

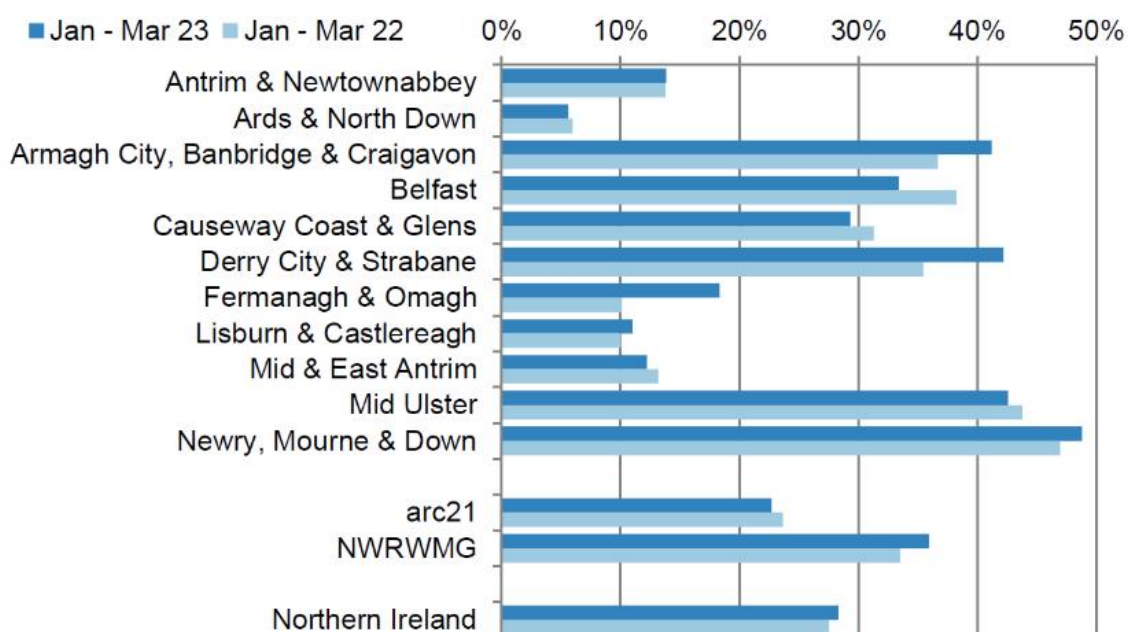
<b>3.0</b>	<b>Main Report</b>
3.1	<p>Key Points:</p> <ul style="list-style-type: none"> <li>• Northern Ireland’s councils collected 228,557 tonnes of waste during January to March 2023, similar to the 229,387 tonnes collected during January to March 2022.</li> <li>• During January to March 2023, 45.7 per cent of waste collected by councils was sent for recycling, similar to the recycling rate recorded for January to March 2022.</li> <li>• The landfill rate for waste collected by councils was 24.1 per cent in January to March 2023, a fall from both 75.5 per cent in January to March 2007 and 25.2 per cent recorded during January to March 2022.</li> <li>• Over a quarter (28.3 per cent) of waste arisings were sent for energy recovery in January to March 2023 which was higher than the 27.5 per cent reported in January to March 2022. In the longer term, energy recovery rates have increased from 1.2 per cent recorded during January to March 2010.</li> <li>• Household waste accounted for 87.0 per cent of all Local Authority collected (LAC) waste during this period.</li> <li>• The recycling rate for household waste was 46.2 per cent in January to March 2023, similar to the rate recorded in January to March 2022. The landfill rate for household waste was 23.5 per cent, which was lower than the landfill rate of 25.0 per cent recorded in January to March 2022.</li> </ul>
3.2	<p>Waste to Recycling:</p> <p>There were 104,384 tonnes of municipal waste sent for preparing for reuse, dry recycling and composting during January to March 2023. The waste recycling rate was 45.7 per cent, similar to the 45.4 per cent of waste sent for recycling during January to March 2022.</p> <p>The recycling rate for Mid Ulster for the quarter was 55.2 per cent (an increase of 2.3 per cent compared to January to March 2022). This was the second highest rate achieved by any of the eleven Councils (as illustrated in the graph overleaf):</p>



### 3.3 Waste to Energy Recovery

From January to March 2023, 64,700 tonnes of waste arisings were sent for energy recovery. This produced a waste energy recovery rate of 28.3 per cent, the highest quarterly energy recovery rate ever recorded for Northern Ireland. The majority of energy recovery comes from mixed residual waste, with a smaller proportion from specific streams, e.g. wood.

The energy recovery rate for Mid Ulster for the quarter was 42.6 per cent (a decrease of 1.2 per cent compared to January to March 2022). This was the second highest rate achieved by any of the eleven Councils (as illustrated in the graph below):



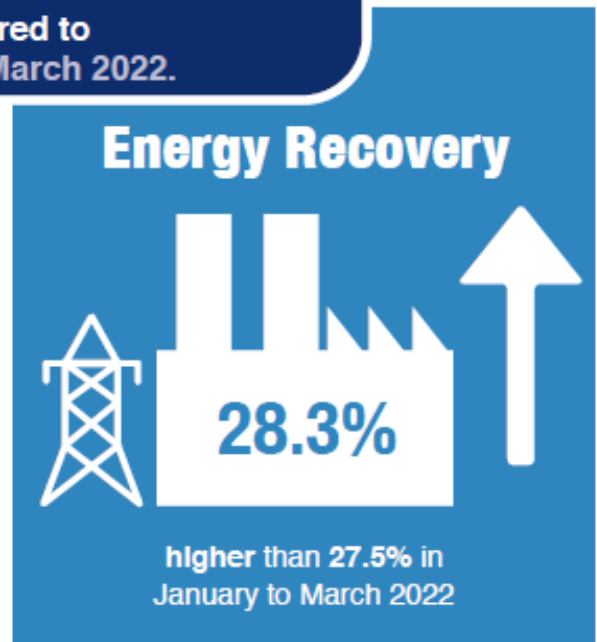
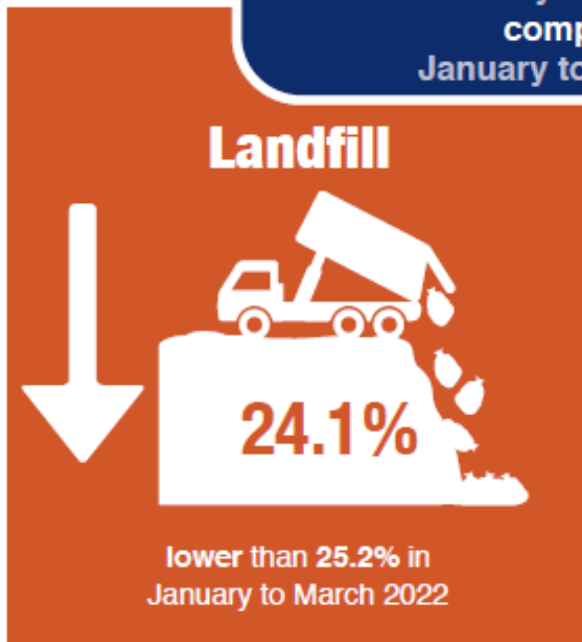
3.4	<p><b>Waste to Landfill:</b></p> <p>The quantity of municipal waste sent to landfill decreased by 4.5 per cent, from 57,712 tonnes during January to March 2022 to 55,093 tonnes between January to March 2023. The quarterly landfill rate for January to March 2023 is 24.1 per cent, the lowest rate ever recorded for January to March. The latest quarterly landfill rate for household waste only is 23.5 per cent.</p> <p>The longer term trend has seen the January to March household waste landfill rate fall from 74.9 per cent in 2007 to a low of 23.5 per cent in 2023. Note that the landfill rate exhibits seasonality and the April to June and July to September quarters tend to have lower rates than October to December and January to March. The seasonality stems from the higher levels of compostable garden waste arising during spring and summer.</p> <p>The landfill rate for Mid Ulster for the quarter was 3.2 per cent of household waste (a decrease of 1.1 per cent compared to January to March 2022). This was the lowest rate achieved by any of the eleven Councils (as illustrated in the graph below):</p> <table border="1"> <thead> <tr> <th>Council</th> <th>Jan - Mar 23 (%)</th> <th>Jan - Mar 22 (%)</th> </tr> </thead> <tbody> <tr><td>Antrim &amp; Newtownabbey</td><td>28.5</td><td>27.5</td></tr> <tr><td>Ards &amp; North Down</td><td>45.0</td><td>50.0</td></tr> <tr><td>Armagh City, Banbridge &amp; Craigavon</td><td>5.0</td><td>10.0</td></tr> <tr><td>Belfast</td><td>27.0</td><td>20.0</td></tr> <tr><td>Causeway Coast &amp; Glens</td><td>25.0</td><td>22.0</td></tr> <tr><td>Derry City &amp; Strabane</td><td>10.0</td><td>23.0</td></tr> <tr><td>Fermanagh &amp; Omagh</td><td>37.0</td><td>43.0</td></tr> <tr><td>Lisburn &amp; Castlereagh</td><td>43.0</td><td>44.0</td></tr> <tr><td>Mid &amp; East Antrim</td><td>44.0</td><td>41.0</td></tr> <tr><td>Mid Ulster</td><td>3.2</td><td>4.3</td></tr> <tr><td>Newry, Mourne &amp; Down</td><td>4.0</td><td>6.0</td></tr> <tr><td>arc21</td><td>31.0</td><td>30.0</td></tr> <tr><td>NWRWGM</td><td>17.0</td><td>23.0</td></tr> <tr><td>Northern Ireland</td><td>23.5</td><td>25.0</td></tr> </tbody> </table>	Council	Jan - Mar 23 (%)	Jan - Mar 22 (%)	Antrim & Newtownabbey	28.5	27.5	Ards & North Down	45.0	50.0	Armagh City, Banbridge & Craigavon	5.0	10.0	Belfast	27.0	20.0	Causeway Coast & Glens	25.0	22.0	Derry City & Strabane	10.0	23.0	Fermanagh & Omagh	37.0	43.0	Lisburn & Castlereagh	43.0	44.0	Mid & East Antrim	44.0	41.0	Mid Ulster	3.2	4.3	Newry, Mourne & Down	4.0	6.0	arc21	31.0	30.0	NWRWGM	17.0	23.0	Northern Ireland	23.5	25.0
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4.0	<b>Other Considerations</b>																																													
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>																																													
	Financial: None																																													
	Human: A significant amount of time is spent by the Waste and Recycling Officers in gathering, collating, and submitting the necessary data for quarterly WDF returns.																																													
	Risk Management: Failure to meet waste targets would result in reputational damage to the Council.																																													

4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are asked to note the performance of the Council as outlined in this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Local Authority Collected Municipal Waste Infographic Q4 2022-23.

# Waste Collections by NI Councils January to March 2023



Recycling, energy recovery and landfill rates of LAC municipal waste  
January to March 2023  
compared to  
January to March 2022.



*Sustainability at the heart of a living, working, active landscape valued by everyone.*



<b>Report on</b>	School Uniform Reuse Pilot Scheme
<b>Date of Meeting</b>	12th September 2023
<b>Reporting Officer</b>	Mark McAdoo, Assistant Director, Environmental Services
<b>Contact Officer</b>	John Murtagh, Waste & Sustainability Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of the commencement of a school uniform reuse pilot scheme
<b>2.0</b>	<b>Background</b>
2.1	A school uniform whilst essential is an expensive purchase for all families with children of school age (especially for low income and larger families). In some cases, complete uniforms including PE kit can cost as much as £300 per child.
2.2	Some schools have set up their own type of school uniform reuse schemes e.g. through a PTA as a form of additional funding for the school whereby used uniforms are donated and then sold by the school/PTA at a fraction of the retail price. However, this would be the exception rather than the norm and many schools do not yet have own scheme. Many of the local charity shops also have uniform sections/rails where they provide good quality school uniforms for resale.
<b>3.0</b>	<b>Main Report</b>
3.1	Currently in Mid Ulster many used school uniforms are discarded when a child grows out of them or leaves the school meaning they are at best recycled and at worst landfilled. Being very specific in nature even those uniforms that are collected through textile recycling banks are difficult to reuse and are typically shredded / flocked to be recycled into soundproofing and insulation products as it would be simply too labour intensive for the reprocessor to separate and sort them.
3.2	It was therefore decided to pilot a school uniform reuse scheme at the Council's three main recycling centres in Cookstown, Dungannon and Magherafelt to try and intercept these uniforms before they were deposited into the textile recycling banks or skips and were lost as a resource to both our local schools and communities.
3.3	Once collected the uniforms will be donated to three local cancer charities to sort and make available for resale to the local communities. For the purpose of this pilot three separate cancer charities in each of the three main towns were selected which already offered some school uniform recycling, namely Marie Currie in Cookstown, Cancer Research NI in Dungannon and NI Hospice in Magherafelt.

3.4	The pilot scheme was launched by the Chair of the Council on Friday 4 <sup>th</sup> August with the aim of capturing some of this year's uniforms before they are disposed of.
3.5	The scheme will compliment any existing school reuse schemes and the team will continue to promote the School Uniform Reuse Toolkit (attached as appendix) to local schools. The Toolkit was developed by the Council in partnership with the Childrens & Young People's Strategic Partnership (CYPSP). It is intended that the Councils reuse scheme will only intercept uniforms that would otherwise have been deposited in our textile banks and so will not divert uniforms from existing schemes. In addition, a directory of existing school uniform schemes will be included/promoted on the school uniform reuse page of the Council's website.
<b>4.0</b>	<b>Other Considerations</b>
	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Estimated costs of the school uniform reuse scheme are as follows:
	Supply of uniform boxes                      3 boxes @ £200 each                      £600
	Signage    3 signs @ £10 each                      £ 30
	Launch and promotion    £ 60
	Total    £690
	Human: Some officer time will be required to oversee the monitoring of the pilot scheme.
	Risk Management: Site risk assessments/safe systems of work are in place at the recycling centres.
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Photo of launch of School Uniform Reuse Scheme on Friday 4 <sup>th</sup> August 2023
6.2	Mid Ulster School Uniform Recycling Toolkit





# **MID ULSTER** *School Uniform Recycling* **TOOLKIT**

.....  
**A Practical Support Guide for a  
School Uniform Recycling Initiative**  
.....

**WHY  
CHOOSE  
TO  
REUSE?**

**PLANNING  
YOUR  
INITIATIVE**

**HINTS  
&  
TIPS**

**WHAT  
NEXT?**



**Includes a suite of  
adaptable flyers,  
checklist templates  
and evaluation tools**



**CONTENTS**

<b>TOOLKIT ITEM</b>	<b>PAGE</b>
<b>Acknowledgements &amp; How to use the Toolkit</b>	<b><u>PAGE 2</u></b>
<b>Background to the Toolkit</b>	<b><u>PAGE 3</u></b>
<b>Evidence: Why run a School Uniform Recycling Initiative?</b>	<b><u>PAGE 4</u></b>
<b>Who can run a School Uniform Recycling Initiative?</b>	<b><u>PAGES 5 &amp; 6</u></b>
<b>Points for Discussion (Including Checklist)</b>	<b><u>PAGES 7 - 12</u></b>
<b>Evaluations and What Next?</b>	<b><u>PAGE 13</u></b>
<b>Templates to Use</b>	<b><u>PAGE 14 - 18</u></b>
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<b>Timeline for Running an Event</b>	<b><u>PAGE 20</u></b>
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<b>Volunteering</b>	<b><u>PAGE 22</u></b>





## ACKNOWLEDGEMENTS

Thanks to members of both the Dungannon and Mid Ulster Locality Planning Groups (LPGs): local partnerships working towards improving outcomes for children, young people and families across Northern Ireland. Participating organisations are included at the end of the document.

Thanks to the PTA of Magherafelt High School for their support and feedback on the Toolkit and to those participating schools in the Mid Ulster area.

Thanks also to the authors/owners of the various resources and further reading we have included throughout the Toolkit.

## HOW TO USE THE TOOLKIT

This Toolkit has been produced as a practical resource for schools in running a School Uniform Recycling Initiative. This includes handy tips, suggested structures for discussion, templates to adapt and use, and links to further reading and resources.

You can print out the Options ([Page 6](#)) and Checklist ([Pages 8-12](#)) and use as discussion prompts, completing the boxes and keep as a record of discussion. You may wish to increase the copies to A3 size or copy the tables onto a flipchart page. The Discussion notes at the bottom of the Checklist sections lets you add any further notes of your discussion.

For the templates shown on [Page 15](#) and [Page 16](#) you are able to amend details where relevant to advertise your initiative/event. This includes adding your school logo, name and details of your initiative. These can be done in the indicated areas in brackets.

On the Inventory ([Template 5](#)) which accompanies this resource, you can add any details in the relevant headings in the Microsoft Excel spreadsheet.

All words or phrases which are in grey and underlined can be clicked on to take you to the relevant resource, further reading or e-mail. We have also included a link for further resources which is on [Page 19](#). This includes many articles and evaluations of other School Uniform Recycling Initiatives.

The Timeline on [Page 20](#) can be printed/used as a reference guide for all involved.

For any clarification or assistance, please do not hesitate to contact us at [localityplanning@ci-ni.org.uk](mailto:localityplanning@ci-ni.org.uk)



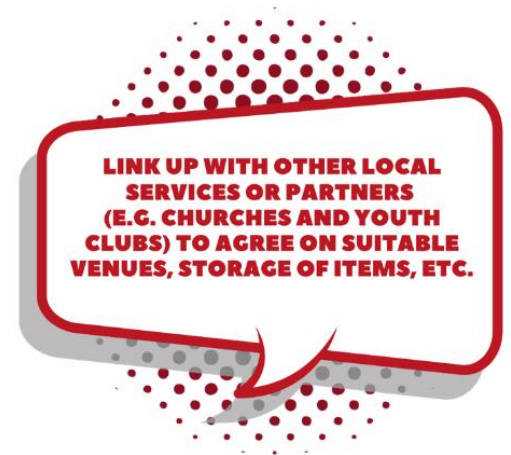
**WE'VE DRAWN UP A LIST  
OF OUR TOP TIPS!  
(LOOK OUT FOR THESE  
AS YOU READ THROUGH  
THE TOOLKIT)**

## BACKGROUND TO THE TOOLKIT

This Toolkit has been produced in partnership by member organisations and services of both the Dungannon and Mid Ulster Locality Planning Groups (LPG's). Members of both LPG's identified poverty as a critical factor which can adversely affect families which has been further exacerbated by the impact of Brexit and Covid-19 pandemic in recent years. It was agreed to produce a practical toolkit to support schools in the running of a School Uniform Recycling Initiative.

Locality Planning Groups are partnerships between statutory, voluntary and community organisations working with and for children, young people and families at a local level. Their work focuses on early intervention to improve outcomes for children and young people. They are one of the functions of the Children and Young People's Strategic Partnership (CYPSP) operating across Northern Ireland.

School Uniform Recycling Initiatives have taken place across Northern Ireland involving schools, voluntary and community sector bodies. The partners of Mid Ulster and Dungannon LPGs agreed to combine to produce a Toolkit aimed at Primary and Post Primary schools in the Mid Ulster Council area, to help them organise and run an initiative which best suits their circumstances and resources.



In late 2021, contact was made to all schools in the area via a Survey Monkey link, asking whether they already run a School Uniform Recycling Initiative and happy to share their experiences or did not but would like to find out more. 20 schools responded with the following breakdown of replies:

- 8 schools already ran a school uniform recycling initiative, 8 did not
- 5 schools running a school uniform recycling initiative were agreeable to sharing their learning with us
- 13 schools were interested in finding out more with the view to running an initiative in Spring/Summer 2022

This Toolkit aims to provide practical support to schools in the Mid Ulster Council area, in setting up and running a School Uniform Recycling Initiative which is sustainable and responsive to individual need.





## EVIDENCE: WHY RUN A SCHOOL UNIFORM RECYCLING INITIATIVE?

Across the UK, including Northern Ireland, we throw away 1,000,000 tonnes of textile waste each year with 300,000 tonnes ending up in Landfill. We buy more clothes than any EU country and have 5 times more clothes than our grandparents.

In the UK each year, every student creates 7kg of school uniform waste. In 2020-21 there were 30,352 pupils (primary and post primary schools) creating a total of 212.464 tonnes of uniform waste in Mid Ulster, the majority of which going to landfill.

Research in Northern Ireland by the Parents Engagement Group states the average cost of a Primary School uniform is £173 and post primary £378. The average **spend** for primary school pupils is £315 and £337 for post primary. School uniform grants for families in Northern Ireland are greatly lower than that of their UK and Republic of Ireland neighbours, currently £35.73 for a Primary school pupil and £73-£78 per post primary pupil.



**CONSIDER RUNNING A  
SWAP SHOP  
(BRING AN ITEM, TAKE AN ITEM...)**

Compilers of this Toolkit recognise the sensitive political implications currently existing around school uniform affordability and the debates held at a higher policy level, however, wish to assert that the toolkit aims to be a practical local solution focusing primarily on the environmental benefits while helping to ease the financial burden brought about by purchasing of school uniforms for all children.



## WHO CAN RUN A SCHOOL UNIFORM RECYCLING INITIATIVE?

Anyone can run a School Uniform Recycling Initiative. Activities have been co-ordinated and run by Schools, Community Groups and Associations, Churches, Food Banks and Local Partnerships like the CYPSP, consisting of key local organisation aiming to provide family support.

For the purpose of this Toolkit, we are focusing on schools in the Mid Ulster District Council area.

If you are considering running a School Uniform Recycling Initiative for your school, chat with parents, teachers and students from your school community to establish if others would like to become involved. Bring your idea to the school and PTA's attention that this is something the school community would be interested in. If this is something the school or PTA is not interested in, perhaps a local community group may take on the task with help and support.



We strongly recommend engaging with pupils of the school to become involved from the beginning, to create a collective approach with ownership spread across the school. The Student/School Council, Lower Sixth Students or Eco-Committee would be a natural starting point in this respect.

We have included further information about Eco-Schools and volunteering recognition on pages 21 and 22.



*To summarise, we have pulled together some options, to help you think about the best approach for your school. (A template is provided on the next page, with these options included, to print out and use as a discussion tool to weigh up the pros and cons to help decide what is best for your school.)*



# School Uniform Recycling OPTIONS

WHO CAN RUN THE INITIATIVE?			DECISION
Run by School Staff			
Run by Students (School Council / Eco Committee)			
Run by PTA			
Run by Community Organisation			
Joint Co-Ordination (Identify who)			
Other (Please share this model with us)			

## DISCUSSION NOTES:

- 
- 
-





**POINTS  
FOR DISCUSSION**

As stated, we are not aiming to provide a prescriptive model to be adhered to - flexibility is key.

This section provides a key Checklist for you to have discussions with teaching staff, parents, students and any other partners with whom you will be working. These will then help to produce a clear action plan.



(See the following four pages for a printable version of the Checklist.)



N.B. If this event is run by the school's Eco Schools Council, the initiative can contribute towards achieving Green Flag Award status. To find out more, click [HERE](#).

If this event is run by students, the initiative can contribute towards achieving volunteering hours.

Visit Pages [21](#) and [22](#) to read more about Eco Schools and Volunteering.



# School Uniform Recycling CHECKLIST



## WHAT ITEMS WILL BE INCLUDED IN THE INITIATIVE?

- Blazers
- Coats
- Ties
- Trousers
- Skirts
- Shirts
- Scarves
- PE Kits
- Stationary
- School Bags
- Sports Equipment
- Other

Bear in mind about initials/names on property.  
How can this be addressed?

(We have included a spreadsheet as an attachment for you to use to catalogue and document all items of school uniforms and equipment so you can take stock of incoming and outgoing items)

## DISCUSSION NOTES:

<input type="radio"/>	
<input type="radio"/>	
<input type="radio"/>	



# School Uniform Recycling CHECKLIST



## WHERE WILL ITEMS BE STORED?

Is there a room at school to store the items?

Can they be held over for a short time only or all year round?

Think about alternative spaces - youth clubs, church halls, etc.

Are there any links, through e.g. the PTA or local businesses, to assist?



## QUALITY CONTROL

What will you accept or not accept and who makes this decision?

Do you have the facility to have items dry-cleaned?

Items donated already clean (freshly washed / dried / ironed) and in good condition - recommended

## DISCUSSION NOTES:

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	





# School Uniform Recycling CHECKLIST



## HOW WILL YOU NOTIFY PARENTS TO DONATE ITEMS?

Do you have a school app/text/message/e-mail system to cover all parents?

Do you have a social media platform to advertise?

Do you have any links with community groups or local media?



## WHAT WILL YOUR INITIATIVE LOOK LIKE?

Some options to consider:

- Agreed day(s) to hold event at an appropriate location
- After school day finishes
- Project for students
- Linking in with other community events (e.g. family days) to have a stall
- Holding an online event where parents can contact for specific items
- Open Day - obtain uniforms prior to summer holiday
- Other (Please let us know of any other ideas)

## DISCUSSION NOTES:

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	



# School Uniform Recycling CHECKLIST



## **WHO CAN HELP AND HOW BEST TO USE THEIR TALENTS?**

Who can help with publicity?

Who can help with the collection (sorting and documenting/cataloguing) the items?

Who can help with the days of the events?

Who can provide any added value (local community groups/activities to attend on the day/s)?

Who can help with an online initiative?



## **WHEN WILL YOU HOLD THE INITIATIVE?**

On specific days before/during/end of summer?

How long will this last for?

Are there arrangements for anyone unable to attend but interested in obtaining items?

Working with community organisations for summer provision – collection point built through partnerships

## **DISCUSSION NOTES:**

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	





# School Uniform Recycling CHECKLIST



## **WILL THERE BE A COST TO ITEMS?**

Will all items be free?

Will there be a nominal fee?

(If so, what is best to do with takings/donations?)

Give examples - Blazer £5, Items £1?

Could you request an anonymous donation?



## **HOW CAN YOU BEST PUBLICISE THE SCHEME?**

Education Authority Portal

Parish bulletins, newsletters, local media

Messaging parents, social media or local links

Toy Box, Sure Starts, Early Years

Foodbanks

## **DISCUSSION NOTES:**

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	



## EVALUATIONS AND WHAT NEXT?

### EVALUATION

We are keen to ensure any School Uniform Recycling Initiative is evaluated to measure its impact. This should include quantifiable measures such as the number of uniforms donated, distributed and the number of families benefitting. Costings can be calculated by attributing values to each item in order to demonstrate the savings made as compared to full price uniforms.

We have provided evaluation templates for both parents and schools to complete in order to gain as much information as possible. To accompany the quantitative data we will also ask for qualitative information to understand how the initiative has impacted on families.

Please complete the templates as instructed and send through to us at [localityplanning@ci-ni.org.uk](mailto:localityplanning@ci-ni.org.uk) so we can add these to an evaluation report.

### FUTURE STEPS

There will likely be a surplus of items that have not been recycled so discussion and agreement should be made to identify where these will go. Ideas might include:

- Keeping at a storage space in school so parents can contact at any time to enquire
- Keep at school for the following year's scheme
- Donate to local charity shops for selling on
- Many schools also sign up to the **Cash for Clobber** initiative each year (<http://www.cookstowntextilerecyclers.com/cash-for-clobber>) which is facilitated by Cookstown Textile Recyclers in conjunction with Eco Schools - This teaches school children, community groups etc the environmental and social benefits of recycling textiles whilst also raising some valuable funds for themselves (A uniform exchange could perhaps be linked to this scheme with participants encouraged to do a clear out of their unwanted clothing whilst keeping items of school uniform separate for any exchange scheme in place)
- Please contact us if you have any other ideas

### CONTACT US

If there is anything that you think has been missed from this School Uniform Recycling Toolkit, or if you have any related thoughts, please get in touch.

Contact Darren Curtis at [localityplanning@ci-ni.org.uk](mailto:localityplanning@ci-ni.org.uk)





INSERT LOGO OR SCHOOL NAME  
INTO THIS TEXT BOX

# School Uniform Recycling Initiative

WE ARE NOW COLLECTING THE FOLLOWING ITEMS:



Blazers



Coats



Ties



Trousers



Skirts

Shirts



Scarves



PE Kits



Stationary



School Bags

Sports

Equipment

For further info. contact: << NAME / TEL. / E-MAIL / FACEBOOK >>



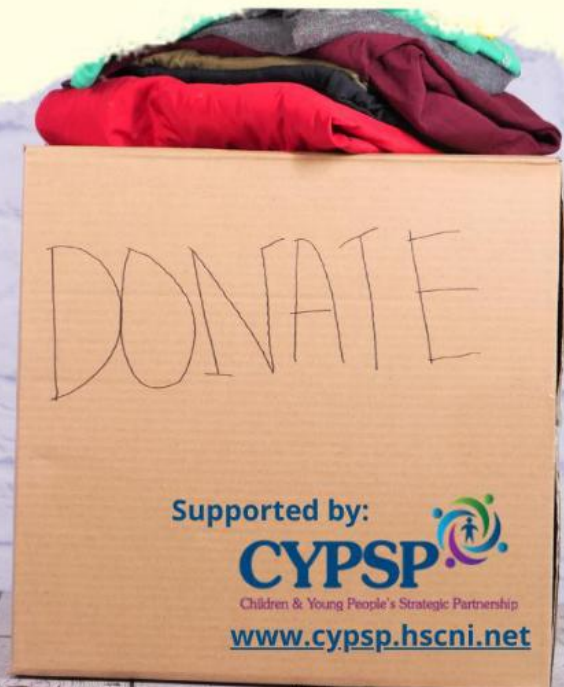
<< DATE >>



<< TIME >>



<< VENUE >>





INSERT LOGO INTO  
THIS TEXT BOX

<< SCHOOL NAME >>

INVITES YOU TO THEIR

# School Uniform Recycling Initiative



<< DATE >>



<< TIME >>



<< VENUE >>

*For further info. contact:*

<< NAME >>

<< TEL. >>

<< E-MAIL >>

<< FACEBOOK >>



Supported by:



Children & Young People's Strategic Partnership

[www.cypsp.hscni.net](http://www.cypsp.hscni.net)

Dear Parent/Carer

Thank you for taking part in this School Uniform Recycling Event. We would like to ask a couple of questions to get your feedback and thoughts on this initiative.

We are collecting information anonymously to use to produce a report on how effective School Uniform Recycling Initiatives are, so would be grateful if you could answer some questions and give to someone to collect and pass on to us.

**1. Did this event help you with school items for your child/children?  
(Please circle)**

Yes                      A Little                      Not Much                      No

**2. How many items did you receive today? (      )**

**3. Has this School Uniform recycling event helped you save money or reduce costs for your family? (Please circle)**

Yes, a lot              Yes, a bit              Not Really              Definitely Not

**4. Do you think a school uniform recycling event like this is a good idea?**

Yes                      A Little                      No

**5. Have you any ideas how to make a school uniform recycling event any better for next year?**

---

---

---

Please give this completed form to the person responsible so we can collect information on the school's event.

**Thank you!**

Dear Participating School

Thank you for taking part in this School Uniform Recycling Event. We would like to ask a couple of questions to get your feedback.

We want to obtain as much information from families and schools to demonstrate how effective a school uniform recycling initiative can be.

Please complete and contact us at [localityplanning@ci-ni.org.uk](mailto:localityplanning@ci-ni.org.uk) to arrange transfer of information.

1. **Name Of School:** \_\_\_\_\_
2. **Name and Role of person completing this form:** \_\_\_\_\_
3. **Contact e-mail:** \_\_\_\_\_
4. **Was the School Uniform Recycling Initiative worthwhile to you as a school? (Please circle)**  
 Yes, very much      Yes, a little      Somewhat      Not Very      Definitely Not
5. **Was the Toolkit useful to your school in helping to run an Initiative?**  
 Yes, very much      Yes, a little      Somewhat      Not Very      Definitely Not
6. **How many items were you able to recycle (Please give a rough estimate to all that apply):**  
 Blazers (    )                      Trousers (    )                      Shirts (    )  
 Skirts (    )                      Jumpers (    )                      Ties (    )  
 PE Tops (    )                      PE Bottoms (    )                      Sports Equipment (    )  
 Coats (    )                      Stationary (    )  
 Other (Please state what and how many) (    )
7. **What worked well for you from this initiative?** \_\_\_\_\_  
 \_\_\_\_\_
8. **What can be improved for next year?** \_\_\_\_\_  
 \_\_\_\_\_
9. **Will you continue to run an initiative next year? (Please circle)**  
 Definitely                      Maybe/Not Sure                      No
10. **Any further comments about your Initiative or Toolkit?** \_\_\_\_\_  
 \_\_\_\_\_

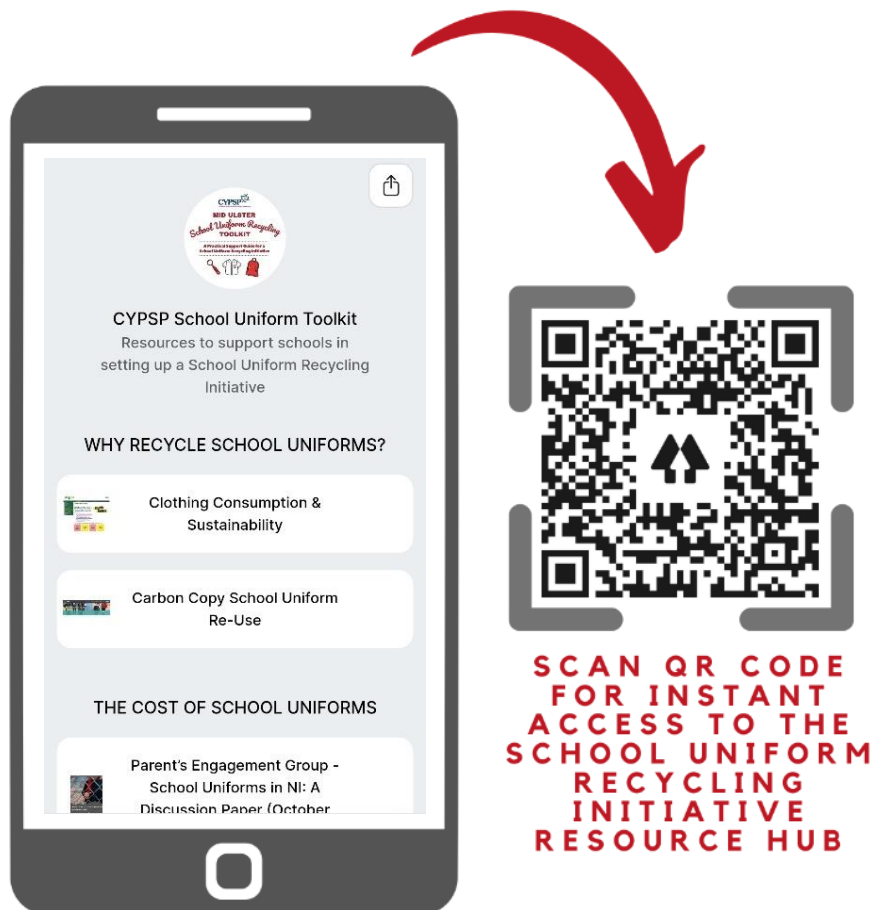
**Thank you!**

## FURTHER INFORMATION AND RESOURCES

There is a lot of further reading and information that can be accessed online. We have highlighted our sources on [Page 4](#) (the section on 'Evidence') in grey and underlined so you can click on these to open for more information and evidence behind these figures. Throughout the document, all underlined text in grey takes you to the corresponding website or e-mail address.

We have also included a suite of further reading and information in relevant areas that can be accessed online and these can be visited by either scanning the QR code with your mobile phone or clicking on the area highlighted underneath the image of a mobile phone.

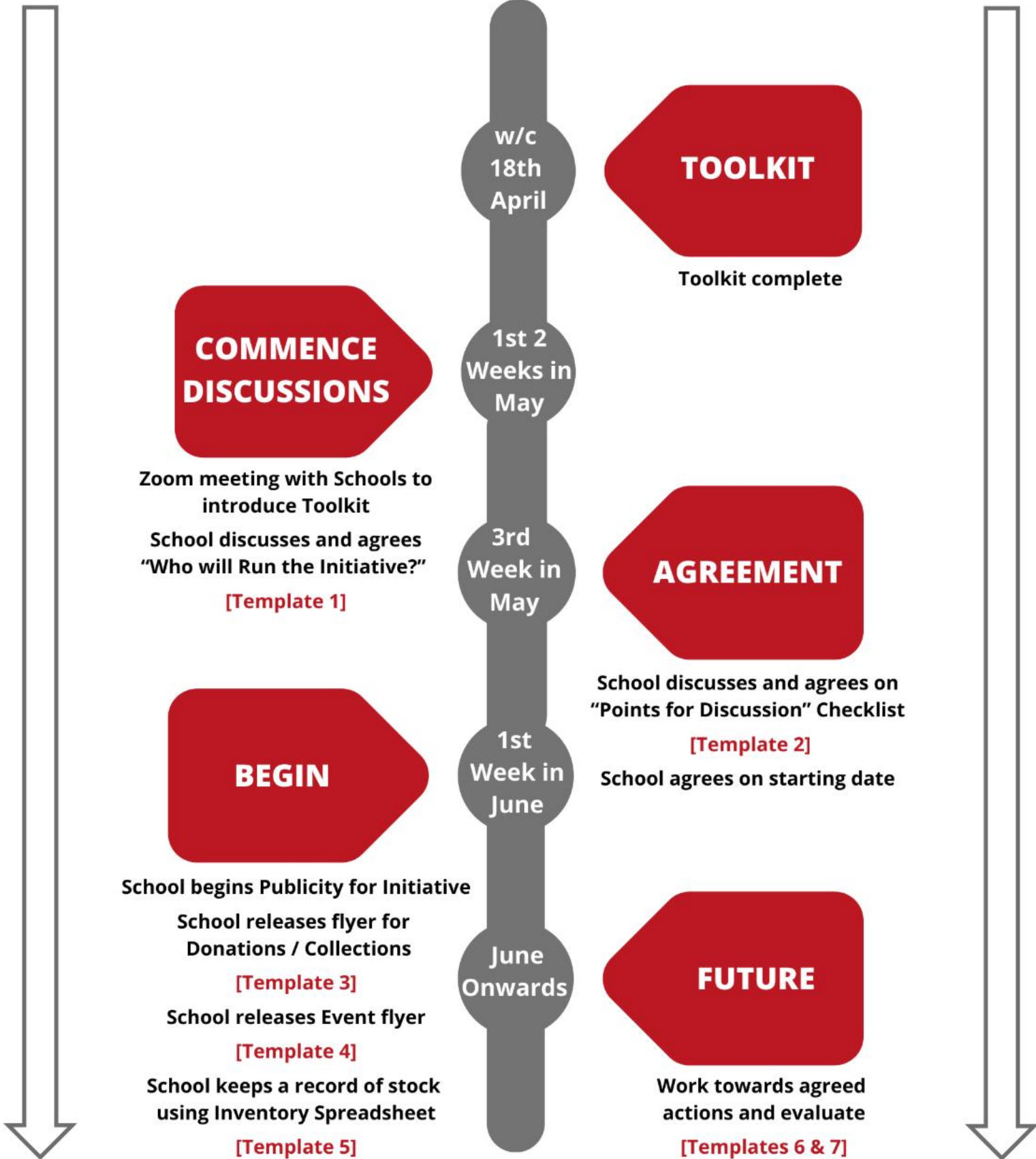
This is not the exhaustive list of all relevant information however gives a taste of what exists online for those who wish to learn more about this area of work



Alternatively, visit the School Uniform Recycling Initiative Resource Hub by clicking [HERE](#)



**TIMELINE FOR RUNNING AN EVENT**






## ECO SCHOOLS

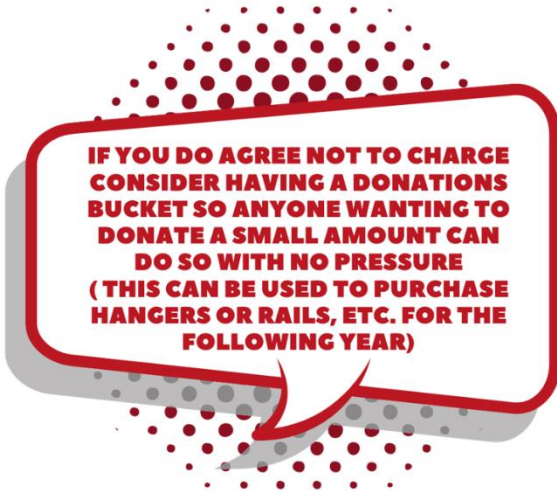
Engaging with pupils to become involved from the outset creates a collective approach with ownership spread across the school. The Student/School Council or Eco-Committee would be a natural starting point in this respect.

In Mid Ulster 100% of schools are registered on the Eco School programme with many having received at least one Green Flag award to date. By your schools Eco-Committee being involved in a School Uniform Recycling Initiative it creates a fantastic opportunity to get on board with recycling and waste reduction within your school. This can be documented as a great example of work around these topics when working towards or renewing your schools Green Flag award.

Mid Ulster District Council is fully committed to the Eco-Schools process and to supporting local schools in becoming Green Flag accredited schools within the Eco-Schools programme. To this end the Council Officers will offer assistance to local schools as they design and implement their Eco-schools action plans.



**MAKE A CATALOGUE OF  
ITEMS RECEIVED SO YOU  
CAN REPLY TO QUERIES  
ABOUT PARTICULAR ITEMS  
AND SIZES AND BE ABLE TO  
QUANTIFY THE COST  
SAVINGS OF THE EVENT**



**IF YOU DO AGREE NOT TO CHARGE  
CONSIDER HAVING A DONATIONS  
BUCKET SO ANYONE WANTING TO  
DONATE A SMALL AMOUNT CAN  
DO SO WITH NO PRESSURE  
(THIS CAN BE USED TO PURCHASE  
HANGERS OR RAILS, ETC. FOR THE  
FOLLOWING YEAR)**

For more information contact one of the Mid Ulster Council Recycling Education Officers on 03000 132 132.



For students (e.g. Lower Sixth) there are opportunities to link involvement with a School Uniform Recycling Initiative to volunteering hours and awards recognised both locally and nationally. The two main volunteering bodies in the local area are Volunteer Now and the Mid Ulster Volunteer Centre.

### **Volunteer Now**

This is the lead organisation for promoting and supporting volunteering across Northern Ireland, providing access to opportunities and encouraging people to volunteer. They are a resource for volunteer-involving organisations providing support on involving volunteers, governance and safeguarding.

**Volunteer Now Impact Awards:** “Young volunteers inspiring change”: Launched in June 2021, this programme has replaced the Millennium Volunteers programme and enables all young people across Northern Ireland to receive recognition for the hours that they complete through its online platform (powered by Be Collective).

Registration is on the Volunteer Now website ([www.volunteernow.co.uk](http://www.volunteernow.co.uk)) which requires applicants to create a profile and join your volunteering organisation as well as the Volunteer Now Impact Awards group. A certificate is sent electronically upon completions of 50, 100 and 200 hours of volunteering. This will appear in a social profile and will form part of a Social CV, ready for download, printing and saving. All volunteering history will be automatically inserted.

### **Mid Ulster Volunteer Centre**

Based in Magherafelt and Cookstown, the Mid Ulster Volunteer Centre seeks to encourage social inclusion by working with the community to help further personal development through volunteering and/or training.

**EPIC Awards:** EPIC stands for Empowering People In Communities and is a free initiative to recognise and validate the contributions of volunteers in the community who make a commitment of at least 50 hours within any 12-month period.

There are three levels of EPIC Award:

Bronze Award - 50 hours

Silver Award - 100 hours

Gold Award - 200 hours

This can be gained through volunteering with one organisation or with multiple organisations simultaneously. On completion of relevant hours, volunteers receive a certificate (digital copy can be requested) of personal recognition for their contribution which can also be used as part of a CV, personal statement or job application. If volunteering hours are less than 50 hours a recognition certificate can be issued.

More information can be obtained at: [www.midulstervolunteercentre.org](http://www.midulstervolunteercentre.org)





*This Toolkit was designed and written by representatives of the Dungannon and Mid Ulster Locality Planning Groups.*

*Members of the Planning Group were Emma McGeehan (MUDC), Loraine Griffin (COSTA), Joanne Dougan (STEP), Nichola Simpson (Causeway & Mid Ulster Women's Aid) and Mary Tennyson (GOLD Sure Start, Cookstown).*



*For further information, contact Darren Curtis, Locality Development Officer in the Southern Area, or Emma McElhone, Locality Development Officer in the Mid Ulster Area:*

[darren@ci-ni.org.uk](mailto:darren@ci-ni.org.uk)

[Emma.McElhone@northerntrust.hscni.net](mailto:Emma.McElhone@northerntrust.hscni.net)

**May 2022**

<b>Report on</b>	Maghera Walled Garden Green Flag Award
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Mark McAdoo, Assistant Director, Environmental Services
<b>Contact Officer</b>	David Richardson, Neighbourhood Operations Development Manager

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update members on the success for Maghera Walled Garden at the Green Flag Awards
<b>2.0</b>	<b>Background</b>
2.1	The Green Flag Award Scheme recognises and rewards well managed green spaces, setting the benchmark standard for the management of recreational outdoor spaces.
2.2	The Green Flag Awards are judged annually by green space experts, who volunteer their time to visit applicant site sites and assess them against eight strict criteria, ranging from horticultural standards, cleanliness, sustainability and community involvement.
<b>3.0</b>	<b>Main Report</b>
3.1	Council previously submitted Green Flag entries for five sites in the District, including Maghera Walled Garden and significant maintenance work was undertaken at the facility in preparation for the 2023 judging.
3.2	It is very pleasing to report that Maghera Walled Garden has maintained its Green Flag status as announced at the awards event held on Monday 24 <sup>th</sup> July at Killeavy Castle.
3.3	This standard has given external verification that good practice has been demonstrated by Council staff with evidence of this having a positive effect on visitor experience to the garden over the summer period.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within Environmental Services Budget.
	Human: Staff time in maintaining delivery standards.

	Risk Management: None
4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Photograph of Maghera Walled Garden and awards photograph.



## Appendix 1

### Maghera Walled Garden







<b>Report on</b>	Building Control Workload
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	P J Fox, Building Control Development Manager

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

<b>1.0</b>	<b>Purpose of Report</b>		
1.1	To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council.		
<b>2.0</b>	<b>Background</b>		
2.1	<p>Building Control applications are received in three different forms:-</p> <p>a Full Applications - submitted with detailed working drawings.</p> <p>b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc.</p> <p>c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval.</p>		
<b>3.0</b>	<b>Main Report</b>		
3.1	<b>Workload Analysis</b>	<b>July/August 2023</b>	<b>Accumulative 2023/24</b>
	Total number of Applications	<b>371</b>	<b>700</b>
	Full plans applications received.	<b>115</b>	<b>237</b>
	Building Notices applications received	<b>218</b>	<b>398</b>
	Regularisation applications received.	<b>38</b>	<b>65</b>
	Estimated value of works submitted	<b>£15,519,621</b>	<b>£53,473,870</b>
	<b>1347</b>	<b>2765</b>	

	Number of inspections carried out by Building Control Officers		
	Commencements	<b>386</b>	<b>831</b>
	Domestic Dwellings	<b>137</b>	<b>261</b>
	Domestic alterations and Extensions	<b>220</b>	<b>477</b>
	Non-Domestic work	<b>29</b>	<b>93</b>
	Completions	<b>253</b>	<b>526</b>
	Domestic Dwellings	<b>86</b>	<b>166</b>
	Domestic alterations and Extensions	<b>156</b>	<b>335</b>
	Non-Domestic work	<b>11</b>	<b>25</b>
	Property Certificates Received	<b>381</b>	<b>770</b>
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 20% in new applications received for the same period in 2022. Whilst inspections remain constant.		
<b>4.0</b>	<b>Other Considerations</b>		
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>		
	Financial: Within Current Resources		
	Human: Within Current Resources		
	Risk Management: None		
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>		
	Equality & Good Relations Implications: None		

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



**Significant Developments Report September 2023 Environment Committee**

<b>Applicant</b>	<b>Location of Development</b>	<b>Details of Development</b>	<b>Estimated value of development</b>
Fairhill Construction Ltd	17 Burn Road, Cookstown.	Erection of a nursing home (Floor area 1741m <sup>2</sup> ) B.C. fee - £9,206	£2,075,820
Powerscreen International Ltd	17 Farlough Road, Dungannon.	Erection of storage building (Floor area 1764m <sup>2</sup> ) B.C. fee - £5,709.51	£1,076,100
Woodmarque Joinery	Site Off 16 Mullaghbane Road, Dungannon.	Erection of storage building (Floor area 1520m <sup>2</sup> ) B.C. fee - £5,475	£1,010,000
B. Marshall	110 Derrycourtney Road, Caledon.	Erection of engineering workshop & storage (Floor area 1105m <sup>2</sup> ) B.C. fee - £5,245	£960,215
P. Morgan	27c Reenaderry Road, Coalisland.	Erection of an industrial unit (Floor area 1072m <sup>2</sup> ) B.C. fee - £4,040	£720,000

Eurosprings (Ireland) Limited	Unit 1, 127 Ballynakilly Road, Coalisland.	Extension to storage building (Floor area 950m2) B.C. fee - £3,135	£538,272
M. Henry	50a & 50b Glenone Road, Portglenone.	Erection of shop & retail unit (Floor area 407m2) B.C. fee - £2,470	£405,779

<b>Report on</b>	Entertainment Licensing Applications
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Colm Currie, Senior Building Control Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on Entertainment Licensing applications across Mid Ulster District Council.
<b>2.0</b>	<b>Background</b>
2.1	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.
<b>3.0</b>	<b>Main Report</b>
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> <ol style="list-style-type: none"> <li>1 A current Fire Risk Assessment detailing the following: <ol style="list-style-type: none"> <li>(a) means of escape from premises</li> <li>(b) management responsibilities for day to day safety aspects</li> <li>(c) details of review on an annual basis</li> </ol> <p>The fire risk assessment submitted is audited by the inspecting officer.</p> </li> <li>2 Electrical certification is required for the following: <ol style="list-style-type: none"> <li>(a) General electrical installation</li> <li>(b) Emergency lighting system</li> <li>(c) Fire alarm system</li> </ol> </li> <li>3 Details of current public liability insurance for premises</li> </ol>

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



<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences for July and August
6.2	Appendix 2 – Schedule of Entertainment Licence applications which have been granted/renewed for July and August



**Appendix 1–Schedule of applications received for the Grant/Renewal/Variation of Entertainment Licences July & August 2023**

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
Mid Ulster District Council	Hill of O'Neill and Ranfurly House	26 Market Square Dungannon	Annual	Monday To Sunday From	1534
M Diamond	The Old Thatch Inn	116 Hillhead Road Castledawson	Annual	Monday To Thursday From 12.00 To 23.00  Friday & Saturday From 12.00 To 01.00  Sunday From 12.00 To 23.00	180
R Huey	Kildress Parish Hall	6a Bellbrook Road Cookstown	14 Unspecified Days	Monday To Friday From 12.00 To 01.00  Saturday From 12.00 To 00.00	380

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
Mid Ulster District Council	Hill of O'Neill and Ranfurly House - Towers and Good Weather Space	26 Market Square Dungannon	Annual	Monday To Sunday From 09.00 To 02.00	2373
H & T McGlone	Mary's Bar	10 Market Street Magherafelt	Annual	Monday – Thursday From 11.30 To 02.00  Friday and Saturday (until 5 November 2023) From 11.30 To 03.00  Friday and Saturday (from 5 November 2023) From 11.30 To 02.00  Sunday 27 August 2023 only From 12.30 To 03.00 Sunday From 12.30 To 02.00	560

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
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	100
A McCall	St Josephs Grammar School	58 Castlecaulfield Road, Dungannon	14 Unspecified Days	Monday to Sunday From 09.00 To 23.00	1080
M O'Connor	Brackaville Owen Roes GFC	2-4 Brackaville Road, Coalisland	Annual	15th September 2023 From 18.00 To 23.00  Saturday 16th September 2023 From 16.00 To 23.00	500

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
D Friel	Friels Bar & Restaurant	2-4 Kilrea Road Swatragh	Variation	Monday To Saturday From 11.30 To 01.00  Sunday From 12.00 To 01.00	250
M Roulston	Ardtara Country House	8 Gorteade Road Upperlands	Annual	Monday To Sunday From 18.00 To 01.00	100
L Richardson	Old Clubhouse	20 Maghera Road Tobermore	14 Unspecified Days	Monday To Saturday From 11.00 To 01.00  Sunday From 11.00 To 01.00	500
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	339

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
J & L Forbes	LJ'S Tavern Beer Garden	62 Rainey Street Magherafelt	Annual	Monday to Saturday From 11.30 To 00.00  Sunday From 12.30 To 00.00	110
J McAdoo	Royal British Legion Dungannon and Moy Club Ltd	54b Scotch Street Dungannon	Annual	Monday To Wednesday From 18.00 To 23.00  Thursday From 15.00 To 23.00  Friday From 17.00 To 23.00  Saturday From 12.00 To 01.30	150

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
V Stewart	Lissan Parish Hall	69 Turnaface Road Moneymore	14 Unspecified Days	Monday to Sunday From 09.00 To 01.00	255
J & L Forbes	LJ's Tavern	62 Rainey Street Magherafelt	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.30 To 01.00	180
B McAnenly	The Auction Rooms	24 The Square Moy	Annual	Monday To Sunday From 11.30 To 01.00	262
W Dallas	Coagh United Football Club	11 Ballinderry Bridge Road Cookstown	Annual	Monday To Sunday From 11.00 To 00.00	100



Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
D & L Salley	Salley's Bar and Lounge	86 Moore Street Aughnacloy	Annual	Monday To Thursday From 11.30 To 23.30  Friday and Saturday From 11.30 To 01.30  Sunday From 11.30 To 23.30	200
An Rath Dubh	An Rath Dubh	53 Moneyneany Road, Draperstown	Annual	Monday To Thursday From 11.00 To 01.00  Friday To Sunday From 11.00 To 01.00	300

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
S McKeague	The Elk - Outdoor	38-40 Hillhead Road, Toomebridge	Annual	Monday To Saturday From 11.30 To 23.00  Sunday From 12.30 To 23.00	150
R Forbes	Thirsty J's	86 Chapel Street Cookstown	Annual	Monday To Sunday From 12.00 To 01.00	130
I Russell	Holy Trinity College	9-29 Chapel Street Cookstown	14 Specified Days	Monday 23 October 2023 Tuesday 24 October 2023 Wednesday 25 October 2023 Thursday 26 October 2023  From 19.30 To 22.00	TBC
M Brown	McKinney Memorial Hall	33 Main Street Tobermore	14 Unspecified Days	Monday To Sunday From 08.00 To 01.00	270

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
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	330
B O'Hanlon	Todds Leap Activity Centre	Todds Leap Road Ballygawley	Annual	Monday to Sunday From 08.00 To 22.30	88
S Hughes	Fall's Bar	6a Reenaderry Road, Coalisland	Annual	Monday To Thursday From 11.30 To 00.30  Friday and Saturday From 11.30 To 01.00  Sunday From 12.00 To 23.00	170

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
E O'Neill	St Mary's Hall	West Street Stewartstown	14 Unspecified Days	Monday To Sunday From 10.00 To 01.00	200
S McKeague	The Elk	38-40 Hillhead Road, Toomebridge	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.00 To 01.00	2084
G Wells	St Mary's Parochial Hall	53 Knockagin Road Desertmartin	Annual	Monday To Sunday From 09.00 To 02.00	320

Office Use  
From: 17/06/2023  
To: 25/08/2023

**Appendix 2 – Schedule of Entertainment Licence applications which have been Granted/Renewed in July & August 2023**

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type Of Licence</b>	<b>Days and Hours Granted</b>
C Eastwood	Dunleath Bar	58-66 Church Street, Cookstown	Annual	Monday To Saturday 11.30 to 01.00  Sunday From 12.30 To 00.00
G Williamson	The Valley Hotel	60 Main Street, Fivemiletown	Annual	Monday To Saturday From 11.30 To 01.30  Sunday From 12.30 To 01.00
Scott & Ewing	Jimmy Johnston's Bar	39-41 Main Street, Augher	Annual	Monday To Sunday From 11.30 To 01.30

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
M Davison	Davison's Bar	44-46 Main Street, Castlecaulfield	Annual	Monday To Sunday From 11.00 To 01.00
C McKenna	McKennas Bar	2-4 Glen Road, Maghera	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.30 To 01:00
K Bradley	Walsh's Hotel	53 Main Street, Maghera	Annual	Monday To Thursday From 11.30 To 01.00  Friday To Sunday From 11.30 To 02:00

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
F O'Donnell	Galbally Community Centre	40 Lurgylea Road, Dungannon	Any 14 Unspecified Days	<p>Monday To Thursday From 06.00 To 00.00</p> <p>Friday To Saturday From 06.00 To 01.00</p> <p>Sunday From 06.00 To 00.00</p>
J & L Forbes	LJ's Tavern Beer Garden	62 Rainey Street, Magherafelt	Annual	<p>Monday To Saturday From 11.30 To 00.00</p> <p>Sunday From 12.30 To 00.00</p>

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type Of Licence</b>	<b>Days and Hours Granted</b>
D Friel	Friels Bar & Restaurant	2-4 Kilrea Road, Swatragh	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.00 To 01:00
C Lawn	Marquee adjacent to Laverys Bar	2 Ardboe Road, Cookstown	Occasional	Sunday 10 July 2023 From 15.00 To 00.00
C O'Neill	Marquee adjacent to Clonoe Community Centre	93 Washingbay Road, Coalisland	Occasional	Saturday 8 July 2023 From 18.30 To 01.00
W L Richardson	Richardson's Bar	9 Main Street, Tobermore	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.30 To 01.00



Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
H O'Neill	Erins Own GAC	56 Quarry Road, Knockloughrim	Annual	Monday To Saturday From 12.00 To 01.00  Sunday From 12.00 To 23.00
R Diamond	Wolfe Tonnes GAC	30 Ballyscullion Road, Bellaghy	Annual	Monday To Thursday From 10.00 To 23.00  Friday To Sunday From 10.00 To 01:00
C McGleenon & G Corey	Hoobity Festival	99 Shore Road, Ballyronan	Outdoor Occasional Licence	Saturday 22 July 2023 From 15.00 To 00.15

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
C Eastwood	The Rusty Keg	64-66 Main Street Pomeroy	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.30 To 00.00
Fr Lawrence Boyle	Drumullan Parish Hall	81 Moneyhaw Road, Moneymore	Any 14 Unspecified Days	Monday To Friday From 18.00 To 22.00  Saturday To Sunday From 10.00 To 22.00
G Booth	Railway Bar Beer Garden	67 Union Road, Coolstown	Annual	Monday To Sunday From 12.00 To 00.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type Of Licence</b>	<b>Days and Hours Granted</b>
B O'Hanlon	Toods Leap Activity Centre	30 Todds Leap, Ballygawley	Annual	Monday To Sunday From 08.00 To 22.30
D Scott	Scott's Bar	72-76 Main Street, Fivemiletown	Annual	Monday To Saturday From 11.00 To 01.00  Sunday From 12.00 To 00.00
D Devlin	Clonoe Community Centre Main Hall	93 Washingbay Road, Coalisland	Any 14 Unspecified Days	Monday To Friday From 06.00 To 23.00  Saturday To Sunday From 06.00 To 18:00
Upperlands Community Development	The Linenhall Centre	67 Kilrea Road, Upperlands	Annual	Monday To Sunday From 10.00 To 02.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type Of Licence</b>	<b>Days and Hours Granted</b>
The Rector and Select Vertry	Woods Parish Hall	64 Carralooan Road, Magherafelt	Any 14 Unspecified Days	Monday To Friday From 09.00 To 01.30  Saturday From 09.00 To 00:00
M Regan	The Market Inn	25-27 St Patrick's Street, Draperstown	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.30 To 00.00
Rev Pat O'Hagan	St Mary's Parochial Hall	1 Tamlaghtduff Park, Bellaghy	Annual	Monday To Sunday From 10.00 To 01.00
Barry McKenna	The Barn @ Mountview Entertainmnet	14 Kirley Road, Maghera	One Off Event	Sunday 27 August 2023 18.00 to 01.00
Victoria Stewart	Lissan Parish Hall	69 Turnaface Road, Moneymore	Any 14 Unspecified Days	Monday To Sunday From 09.00 To 01.00

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
Desmond & Laura Salley	Salley's Bar	86 Moore Street, Aughnacloy	Annual	Monday To Thursday From 11.30 To 23.30  Friday To Saturday From 11.30 To 01:30  Sunday From 11.30 To 23.30
Darren Devlin	Clonoe O'Rahillys Social Club	93 Washingbay Road, Coalisland	Annual	Monday To Friday From 16.00 To 01.00  Saturday To Sunday From 12.00 To 02.00
Marcus Roulston	Ardara Country House	8 Gorteade Road, Maghera	Annual	Monday To Sunday From 18.00 To 01.00
Dermot Friel	Friels Bar & Restaurant	2-4 Kilrea Road, Swatragh	Variation	Monday To Saturday From 11.30

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
				To 01.00  Sunday From 12.00 To 01:00
Patrick McCloy	The Terrace Hotel	42-48 Church Street, Magherafelt	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.00 To 00:00
John & Lisa Forbes	LJ's Tavern Beer Garden	62 Rainey Street, Magherafelt	Annual	Monday To Saturday From 11.30 To 00.00  Sunday From 12.30 To 00.00
John & Lisa Forbes	LJ's Tavern	62 Rainey Street, Magherafelt	Annual	Monday To Saturday From 11.30 To 01.00  Sunday From 12.30 To 01.00

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
Moneyneena & District Development Initiative	An Rath Dubh	53 Moneyneeny Road, Draperstown	Annual	Monday - Thursday From 11.00 To 00.00  Friday To Sunday From 11.00 To 01.00
Henry & Teresa McGlone	Mary's Bar	10 Market Street, Magherafelt	Annual	Monday To Thursday From 11.30 To 02.00  Friday and Saturday (until 5 November 2023) From 11.30 To 03.00  Friday and Saturday (from 5 November 2023) From 11.30 To 02.00  Sunday 27 August 2023 only From 12.30 To 03.00 Sunday From 12.30 To 02.00

Name of Applicant	Name of Premises	Address of Premises	Type Of Licence	Days and Hours Granted
Conor McGlone	Cosy Inn	36 Rainey Street, Magherafelt	Variation	Monday To Saturday From 11.30 To 02.00  Sunday From 12.30 To 02.00



<b>Report on</b>	Dual Language Signage Surveys
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Colm Currie, Senior Building Control Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To advise Members on the result of surveys undertaken on all applicable residents on the streets/roads in response to Dual Language Signage Nameplate requests.
<b>2.0</b>	<b>Background</b>
2.1	In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English.
2.2	The Policy for Street Naming and Dual Language Signage – Section 6.0, as adopted 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.
<b>3.0</b>	<b>Main Report</b>
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	Fallylea Road, Maghera
Language Requested	Irish
Date Request Validated	02/03/2023
Survey Request Reported to Environment Committee	03/04/2023
Surveys Issued	26/05/2023
Surveys returned by	23/06/2023
Survey Letters Issued	56
Survey Letters Returned	20
Replies in Favour	19
Replies not in Favour	0
Invalid	1
Valid Returns	19
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 Fallylea Road, Maghera will be erected.

Name of Street	Kiltagh Manor, Ardboe
Language Requested	06/02/2023
Date Request Validated	13/03/2023
Survey Request Reported to Environment Committee	03/04/2023
Surveys Issued	26/05/2023
Surveys returned by	23/06/2023
Survey Letters Issued	12
Survey Letters Returned	5
Replies in Favour	5
Replies not in Favour	0
Invalid	0
Valid Returns	5
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 Kiltagh Manor, Ardboe will be erected.

Name of Street	Hillhead, Stewartstown
Language Requested	09/03/2023
Date Request Validated	13/03/2023
Survey Request Reported to Environment Committee	03/04/2023
Surveys Issued	26/05/2023
Surveys returned by	23/06/2023
Survey Letters Issued	38
Survey Letters Returned	12
Replies in Favour	12
Replies not in Favour	0
Invalid	0
Valid Returns	12
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 Hillhead, Stewartstown will be erected.

Name of Street	Battery Road, Moortown
Language Requested	Irish
Date Request Validated	13/03/2023
Survey Request Reported to Environment Committee	03/04/2023
Surveys Issued	26/05/2023
Surveys returned by	23/06/2023
Survey Letters Issued	283
Survey Letters Returned	74
Replies in Favour	66
Replies not in Favour	2
Invalid	6
Valid Returns	68
Percentage in Favour	97%

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 Battery Road, Moortown will be erected.

Name of Street	Reclain Road, Dungannon
Language Requested	Irish
Date Request Validated	23/05/2023
Survey Request Reported to Environment Committee	14/06/2023
Surveys Issued	17/07/2023
Surveys returned by	14/08/2023
Survey Letters Issued	100
Survey Letters Returned	32
Replies in Favour	31
Replies not in Favour	0
Invalid	1
Valid Returns	31
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 Reclain Road, Dungannon will be erected.

Name of Street	Farlough Manor, Dungannon
Language Requested	Irish
Date Request Validated	23/05/2023
Survey Request Reported to Environment Committee	14/06/2023
Surveys Issued	17/07/2023
Surveys returned by	14/08/2023
Survey Letters Issued	16
Survey Letters Returned	7
Replies in Favour	6
Replies not in Favour	0
Invalid	1
Valid Returns	6
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 Farlough Manor, Dungannon will be erected.

Name of Street	Rossmore Road, Dungannon
Language Requested	Irish
Date Request Validated	23/05/2023
Survey Request Reported to Environment Committee	14/06/2023
Surveys Issued	17/07/2023
Surveys returned by	14/08/2023
Survey Letters Issued	63
Survey Letters Returned	21
Replies in Favour	12
Replies not in Favour	8
Invalid	1
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 Rossmore Road, Dungannon will be erected.

Name of Street	Mullaghmarget Road, Dungannon
Language Requested	Irish
Date Request Validated	23/05/2023
Survey Request Reported to Environment Committee	14/06/2023
Surveys Issued	17/07/2023
Surveys returned by	14/08/2023
Survey Letters Issued	42
Survey Letters Returned	19
Replies in Favour	12
Replies not in Favour	1
Invalid	6
Valid Returns	13
Percentage in Favour	92%

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 Mullaghmarget Road, Dungannon will be erected.

Name of Street	Loughans Road, Ballygawley
Language Requested	Irish
Date Request Validated	23/05/2023
Survey Request Reported to Environment Committee	14/06/2023
Surveys Issued	17/07/2023
Surveys returned by	14/08/2023
Survey Letters Issued	109
Survey Letters Returned	54
Replies in Favour	31
Replies not in Favour	22
Invalid	1
Valid Returns	53
Percentage in Favour	58%

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 Loughans Road, Ballygawley will be erected.

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
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. 1. Fallylea Road, Maghera 2. Kiltagh Manor, Ardboe 3. Hillhead, Stewartstown

	<ol style="list-style-type: none"> <li>4. Battery Road, Moortown</li> <li>5. Reclain Road, Dungannon</li> <li>6. Farlough Manor, Dungannon</li> <li>7. Rossmore Road, Dungannon</li> <li>8. Mullaghmarget Road, Dungannon</li> <li>9. Loughans Road, Ballygawley</li> </ol>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Dual Language Nameplate Translation for each Street/Road.





Appendix 1 – Dual Language Nameplate Translation for each Street/Road

	Current Name	Irish Translation
Road	Fallylea Road, Maghera	Bóthar Fháladh Fhleadha
Townland	Fallylea	Fáladh Fhleadha

	Current Name	Irish Translation
Road	Kiltagh Manor, Dungannon	Mainéar Choillte
Townland	Mullanhoe	Mullach na hUamha

	Current Name	Irish Translation
Road	Hillhead, Stewartstown	Barr an Chnoic
Townland	Boyd's Farm Mullantain Parker's Farm Gortatray	Gort na Cille Mullach an tSiáin An Fhaiche Gort an tSrae

	<b>Current Name</b>	<b>Irish Translation</b>
<b>Road</b>	Battery Road, Moortown	Bóthar an Bhataire
<b>Townland</b>	Mullaghwotragh Drumenny (Stewart) Drumenny (Coyngham) Cluntoe (Quinn) Ardean	An Mullach Uacharach Droim Eanaigh (Stiobhaird) Droim Eanaigh (Coyngham) Cluainte Tó (Ó Coinn) Ard Éan

	Current Name	Irish Translation
Road	Reclain Road, Donaghmore	Bóthar Ráth Claon
Townland	Dernaseer Dernanaught Reclain Altaglushan Cappagh Knocknaclogha	Doire na Saor Doireanach Ráth Claon Allt an Ghlasáin An Cheapóg Cnoc na Cloiche

	Current Name	Irish Translation
Road	Farlough Manor	Mainéar Fhorlocha
Townland	Gortin	An Goirtín

	Current Name	Irish Translation
Road	Rossmore Road, Dungannon	Bóthar an Réisc Mhóir
Townland	Ross More Ross Beg Killybrackey	An Riasc Mór An Riasc Beag Coill an Bhrocaigh

	Current Name	Irish Translation
Road	Mullaghmarget Road, Dungannon	Bóthar Mhullach Tí Margaid
Townland	Edendork Mullaghmarget Aghakinsallagh Glebe Corrainy	Éadán na dTorc Mullach Tí Margaid Gléib Achadh Cinn Saileach Corr Raithní

	Current Name	Irish Translation
Road	Loughans Road	Bóthar an Locháin
Townland	Loughans	An Lochán



<b>Report on</b>	Dual Language Signage Requests
<b>Date of Meeting</b>	12 <sup>th</sup> September 2023
<b>Reporting Officer</b>	Terry Scullion, AD Property Services
<b>Contact Officer</b>	Colm Currie, Senior Building Control Officer

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To advise Members of requests for Dual Language Signage from residents on the streets/roads in question.
<b>2.0</b>	<b>Background</b>
2.1	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.
<b>3.0</b>	<b>Main Report</b>
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"> <li>1. Crosspatrick Road, Moneymore</li> <li>2. Drummullan Manor, Moneymore</li> <li>3. Altnaveagh Road, Augher</li> <li>4. Lisnawery Road, Augher</li> <li>5. Lismore Road, Ballygawley</li> <li>6. Springtown Road, Augher</li> <li>7. Lakeview, Augher</li> <li>8. Cranlome Road, Ballygawley</li> <li>9. Annaloughan Road, Augher</li> </ol>
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

3.3	<p>current Electoral Register as required in accordance with the Policy as adopted, see letters of request attached in Appendix 1 - 9</p> <p>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.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 - Letter received from a resident of Crosspatrick Road, Moneymore
6.2	Appendix 2 - Letter received from a resident of Drummullan Manor, Moneymore
6.3	Appendix 3 - Letter received from a resident of Altnaveagh Road, Augher
6.4	Appendix 4 - Letter received from a resident of Lisnawery Road, Augher
6.5	Appendix 5 - Letter received from a resident of Lismore Road, Ballygawley
6.6	Appendix 6 - Letter received from a resident of Springtown Road, Augher
6.7	Appendix 7 - Letter received from a resident of Lakeview, Augher
6.8	Appendix 8 - Letter received from a resident of Cranlome Road, Ballygawley
6.9	Appendix 9 - Letter received from a resident of Annaloughan Road, Augher

# Appendix 1 - Letter received from a resident of Crosspatrick Road, Moneymore

Terry Scullion

C/O Mid-Ulster District Council

Crosspatrick Road

Drumnullan

Moneymore

BT45 7WH

23 February 2023

Dear Officer,

**Re: Dual Language Signage Request (Irish Language)**

I am writing to request, as a resident of Crosspatrick Road, Drumnullan, BT45 7WH, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,



Appendix 2 - Letter received from a resident of Drummullan Manor, Moneymore

Terry Scullion

C/O Mid-Ulster District Council

Drummullan Manor

Drummullan

Moneymore

BT45 7WY

23 February 2023

Dear Officer,

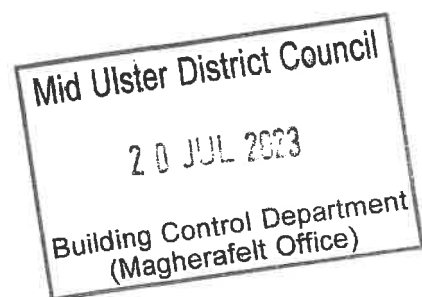
**Re: Dual Language Signage Request (Irish Language)**

I am writing to request, as a resident of Drummullan Manor, Drummullan, BT45 7WY, that you initiate the Mid-Ulster District Council Dual Language Road Sign Policy, as previously agreed by Council.

In accordance with the Policy, by way of my signature below, I am giving my consent to carry out the relevant procedure to have the road with Dual Language Signage in Irish.

Thank you for your assistance.

Yours sincerely,





Appendix 3 - Letter received from a resident of Altnaveagh Road, Augher

A Chara,

I, \_\_\_\_\_, of \_\_\_\_\_ Altnaveagh road, Augher, County Tyrone, BT77 0EP, write to petition  
Mid Ulster Council that the Irish language be provided for on dual language signage on the  
Altnaveagh road, Augher, County Tyrone

Is Mise le Meas,

\_\_\_\_\_

25 JUL 2023

Appendix 4 - Letter received from a resident of Lisnawery Road, Augher

A Chara,

I, \_\_\_\_\_, of Lisnawery Road, Augher, County Tyrone, BT77 0EQ, write to petition Mid Ulster Council that the Irish language be provided for on dual language signage on Lisnawery Road, Augher, County Tyrone

Is Mise le Meas,

\_\_\_\_\_

25 JUL 2023

Appendix 5 - Letter received from a resident of Lismore Road, Ballygawley

A Chara,

I, \_\_\_\_\_, of \_\_\_\_\_, Lismore Road, Ballygawley, County Tyrone, BT70 2ND, write to petition Mid Ulster Council that the Irish language be provided for on dual language signage on Lismore Road, Ballygawley, County Tyrone

Is Mise le Meas,

\_\_\_\_\_

**25 JUL 2023**

Appendix 6 - Letter received from a resident of Springtown Road, Augher

A Chara,

I, \_\_\_\_\_ of Springtown Road, County Tyrone, BT77 0ES, write to petition Mid Ulster Council that the Irish language be provided for on dual language signage on Springtown Road, Augher, County Tyrone.

Is Mise le Meas,

\_\_\_\_\_

25 JUL 2023

Appendix 7 - Letter received from a resident of Lakeview, Augher

A Chara,

I, \_\_\_\_\_, of \_\_\_\_\_ Lakeview, Augher, County Tyrone, BT77 0AY, write to petition Mid Ulster Council that the Irish language be provided for on dual language signage on Lakeview, Augher, County Tyrone

Is Mise le Meas,

\_\_\_\_\_

25 JUL 2023

Hi My name is [redacted]. I live  
on Cranlome road killeeshil. I would  
like a dual Irish language sign for my road  
go raibh maith agat.

[redacted]  
[redacted] Cranlome Rd  
killeeshil  
BT70 LHS.

Mid Ulster District Council  
26 JUL 2023  
Building Control Department  
(Municipal Office)

Appendix 9 - Letter received from a resident of Annaloughan Road, Augher

A Chara,

I, \_\_\_\_\_, of \_\_\_\_\_ Annaloughan Road, Augher, County Tyrone, Bt77 0BW, write to petition Mid Ulster Council that the Irish language be provided for on dual language signage on Annaloughan Road, Augher, County Tyrone

Is Mise le Meas,

\_\_\_\_\_

Mid Ulster District Council  
- 9 AUG 2023  
Building Control Department  
(Dungannon Office)

