Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

08 October 2024

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Magherafelt and by virtual means at Council Offices, Ballyronan Road, Magherafelt, BT45 6EN on Tuesday, 08 October 2024 at 19:00 to transact the business noted below.

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

Yours faithfully

Adrian McCreesh
Chief Executive

AGENDA

OPEN BUSINESS

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

Matters for Decision

5.	DfI Roads Proposal to Mid Ulster District Council – Disabled Persons Parking Bay at Main Street, Ballygawley	3 - 6
6.	DfI Roads Proposal to Mid Ulster District Council – No waiting at any time restriction at Magherafelt Road, Draperstown	7 - 10
7.	Bus Shelters Update	11 - 26
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Matters for Information

9.	Minutes of Environment Committee held on 10 September 2024	37 - 56
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12.	Building Control Workload	87 - 92
13.	Entertainment Licensing Applications	93 - 104
14.	Dual Language Signage Surveys	105 - 126
15.	Dual Language Signage Requests	127 - 152

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

16. Contract for route optimisation software/consultancy support
17. Maghera Public Realm Upgrade Works
18. Capital Projects – Small Settlement – Castledawson

Matters for Information

19. Confidential Minutes of Environment Committee held on 10 September 2024
20. Capital Framework – ICT Contracts Update
21. Capital Framework – IST Contracts Update
22. Capital improvement works at Cottagequinn Cemetery
23. Festive Lighting Replacement Update

Report on	DfI Roads Proposal to Mid Ulster District Council – Disabled Persons Parking Bay at Main Street, Ballygawley
Date of Meeting	8th October 2024
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Terry Scullion, AD Property Services

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

1.0	**Purpose of Report**
1.1	To seek the agreement of Members in relation to a revised proposal from DfI Roads to introduce a Disabled Persons Parking Bay at Main Street, Ballygawley.
2.0	**Background**
2.1	DfI Roads is proposing to introduce a Disabled Persons Parking Bay at Main Street, Ballygawley.
3.0	**Main Report**
3.1	The following outlines the proposal to be brought to the attention of the Environment Committee: **PROPOSED INTRODUCTION OF DISABLED PERSONS' PARKING BAY – MAIN STREET, BALLYGAWLEY** Correspondence was received from DfI Roads dated 1 August 2024 to introduce a Disabled Persons Parking Bay at Main Street, Ballygawley. A consultation letter and a location map of the aforementioned proposal are attached as appendices to this report.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: None
	Human: Officer time in drafting reports
	Risk Management: The introduction of the aforementioned proposal at these locations will assist in the management of road safety issues.

4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist DfI in the discharge of their statutory duty.
	Rural Needs Implications: The rural needs assessment would be conducted by DfI Roads.
5.0	**Recommendation(s)**
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
6.0	**Documents Attached & References**
6.1	Appendix 1 – Letter from DFI Roads dated 1 August 2024; proposed Disabled Persons Parking Bay at Main Street, Ballygawley.
6.2	Appendix 2– Map from DFI Roads dated 1 August 2024; proposed Disabled Persons Parking Bay at Main Street, Ballygawley.

Department for
Infrastructure
An Roinn
Bonneagair
Depairtment fur
Infrastructure
www.infrastructure-ni.gov.uk

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

Roads
Network Development
County Hall
Drumragh Avenue
Omagh

Tel: 028 8225 4085

1 August 2024

Dear Mr McCreesh

PROPOSED DISABLED PERSONS' PARKING BAY – MAIN STREET, BALLYGAWLEY

DfI Roads is proposing to provide a disabled persons' parking bay at Main Street, Ballygawley, as detailed on the attached map, following a request from two local business owners on behalf of disabled shoppers/visitors.

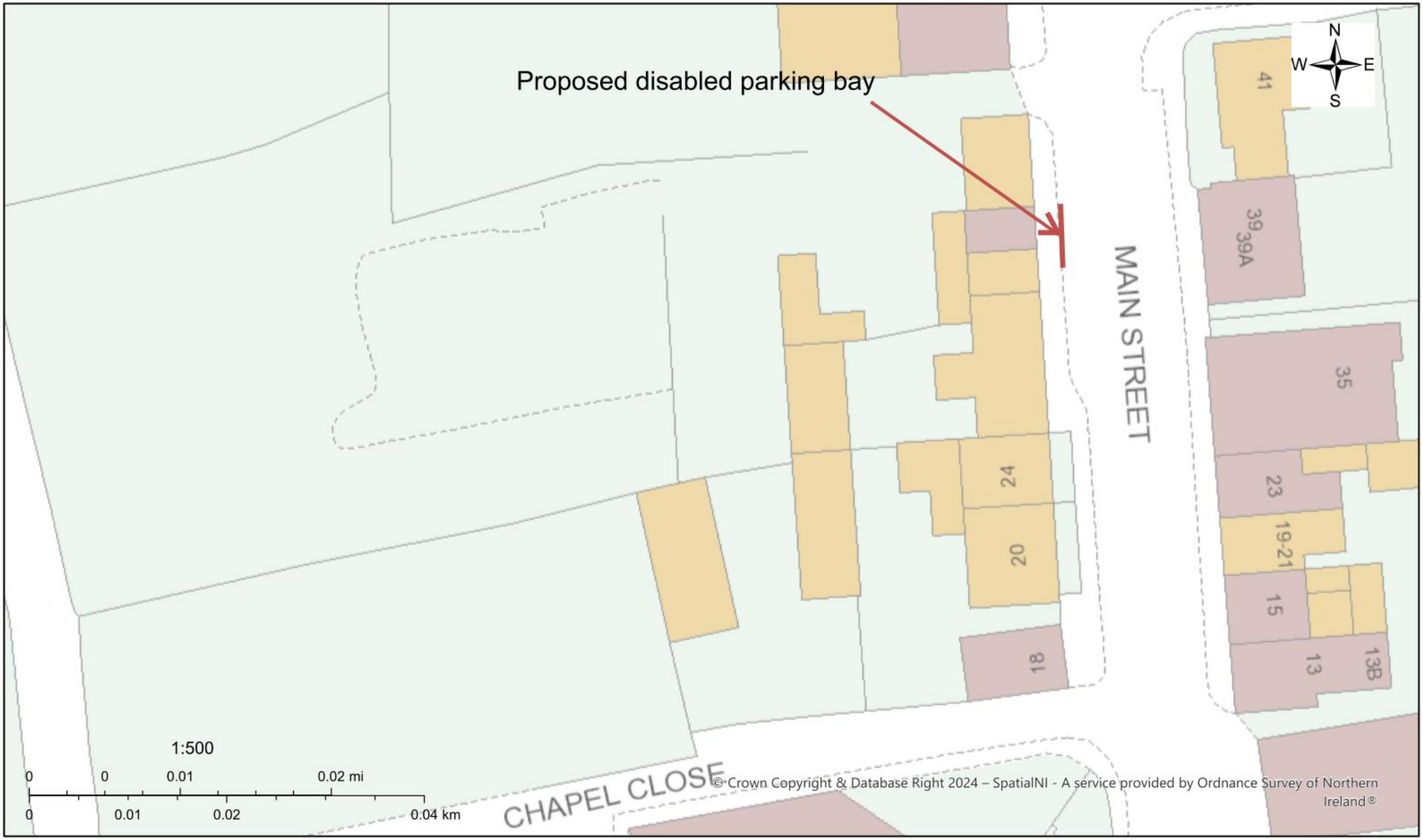
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Proposed disabled parking bay - Main Street, Ballygawley



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Department for Infrastructure
An Roinn Bonneagair
www.infrastructure-ni.gov.uk

Report on	DfI Roads Proposal to Mid Ulster District Council – No waiting at any time restriction at Magherafelt Road, Draperstown
Date of Meeting	8th October 2024
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	Terry Scullion, AD Property Services

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

1.0	**Purpose of Report**
1.1	To seek the agreement of Members in relation to a proposal from DfI Roads to introduce no waiting at any time at Magherafelt Road, Draperstown.
2.0	**Background**
2.1	DfI Roads is proposing to introduce no waiting at any time restrictions at Magherafelt Road, Draperstown.
3.0	**Main Report**
3.1	The following outlines the proposal to be brought to the attention of the Environment Committee: **PROPOSED INTRODUCTION OF NO WAITING AT ANY TIME AT MAGHERAFELT ROAD, DRAPERSTOWN.** Correspondence was received from DfI Roads dated 12 September 2024 to introduce no waiting at any time at Magherafelt Road, Draperstown. A consultation letter and a location map of the aforementioned proposal are attached as appendices to this report.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: None
	Human: Officer time in drafting reports
	Risk Management: The introduction of the aforementioned proposal at these locations will assist in the management of road safety issues.

4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist DfI in the discharge of their statutory duty.
	Rural Needs Implications: The rural needs assessment would be conducted by DfI Roads.
5.0	**Recommendation(s)**
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
6.0	**Documents Attached & References**
6.1	Appendix 1 – Letter from DFI Roads dated 12 September 2024; proposed no waiting at any time, at Magherafelt Road, Draperstown.
6.2	Appendix 2– Map from DFI Roads dated 12 September 2024; proposed no waiting at any time, at Magherafelt Road, Draperstown.

Department for
Infrastructure
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Network Development

Chief Executive
Mid Ulster District Council
Ballyronan
Magherafelt
BT45 6EN

County Hall
Drumragh Avenue
Omagh

Tel: 028 8225 4085

12 September 2024

Dear Mr McCreesh

PROPOSED INTRODUCTION OF NO WAITING AT ANY TIME – MAGHERAFELT ROAD, DRAPERSTOWN

DfI Roads is proposing the introduction of two stretches of no waiting at any time, at Magherafelt Road, Draperstown, as shown on the enclosed map.

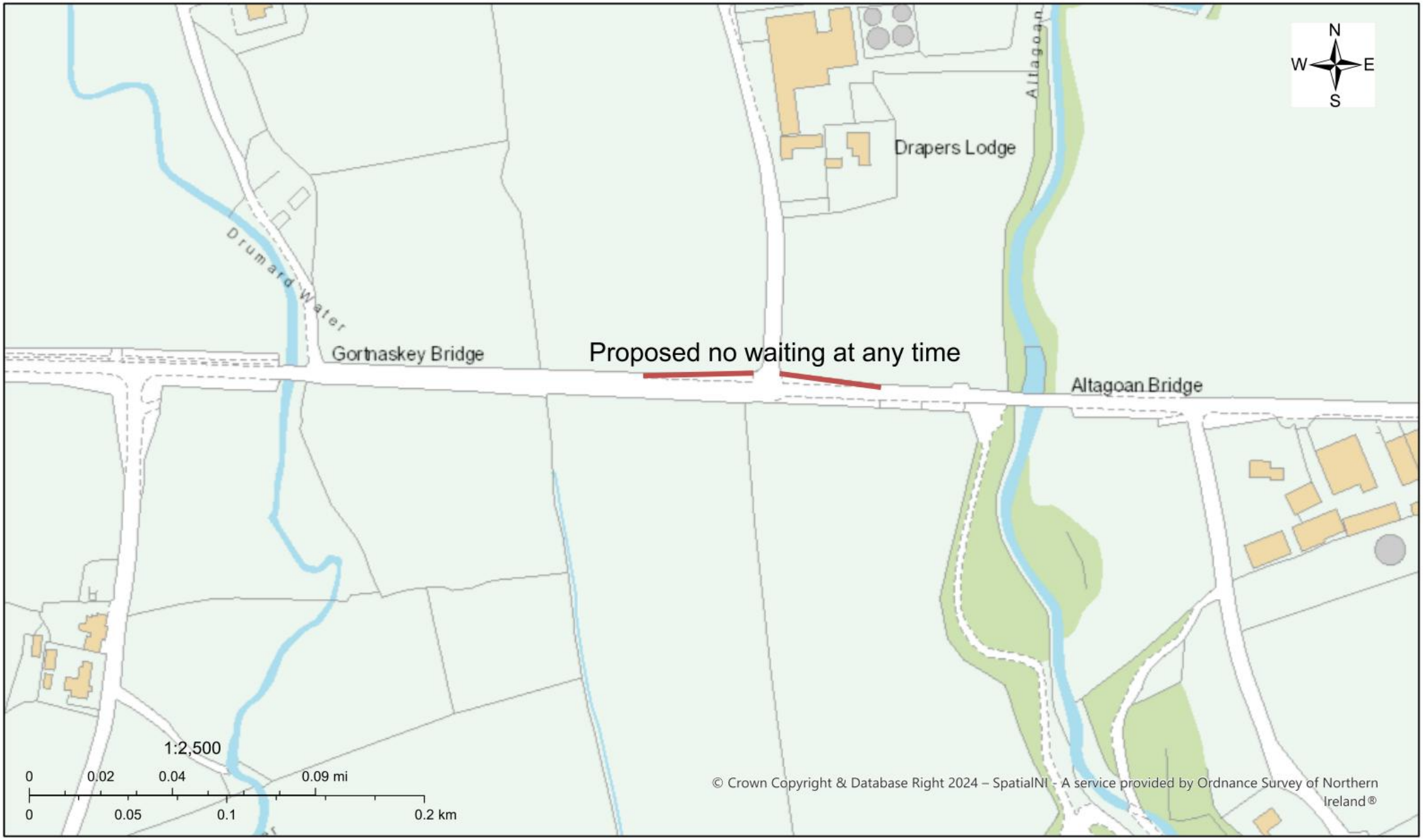
Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Magherafelt Rd, Draperstown - Proposed No Waiting at Any Time



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Report on	Bus Shelters Update
Date of Meeting	08th October 2024
Reporting Officer	Paddy Conlon – Head of Technical Services
Contact Officer	Anne Mac Airt – Capital Development Officer

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

1.0	**Purpose of Report**
1.1	To update Members on the current bus shelter status.
2.0	**Background**
2.1	Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the department to erect and maintain on any road within the district of the council, shelters for the protection from the weather or persons waiting to enter public service vehicles. Bus shelters are erected following local representations. They are provided, particularly for those who must 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 27th 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	Members to note current Procedural guide approved by Council March 2021 (see appendix 1).
3.0	**Main Report**
3.1	The following information headings will be covered: • New applications received in the past month (see 3.2) • Progress on stages 2-4 application process (see 3.3) • Request for Council to move from stage 5 (see 3.4) • Progress update on stages 6-9 (see 3.5) • Neighbour Notification summary and detailed analysis (see 3.6) • Projects recommended for approval (3.7) • Projects recommended for rejection (3.8) • Projects recommended for withdrawal (see 3.9) • Shelters passed to Property Services for installation (3.10) • Progress update on stages 10-11 (see 3.11)

- Update on statutory response times in relation to agreement on time related responses for application (see 3.12)
- Other issues (see 3.13)

3.2 **New Applications received in the past month** – **2**Nr:

- 2024-009 Galbally Primary School, Gortnagola Road
- 2024-010 Errigal Road, Ballygawley

3.3 **Progress on stages 2-4 of the application process** – see table 3 in Appendix 2.

3.4 **Requests for Council to move from stage 5 of the application process** – **0**Nr applications to move from stage 5.

3.5 **Progress update on stages 6-9** – Update on applications below have been discussed with a view to getting approval:

	Reference	DEA	Bus Shelter Location	Notes
3.5.1	**2023-017**	Moyola	**Hillhead Road, Castledawson**	Engaging with DFI Roads.
3.5.2	**2016-003**	Torrent	**Magheracastle / Mountjoy Road, Brocagh**	Applicant engaging with landowner.
3.5.3	**2023-011**	Torrent	**Pomeroy Road, Donaghmore**	New location identified, engaging with School.
3.5.4	**2024-004**	Torrent	**Ardboe Parish Hall Carpark**	Awaiting landowner permission.
3.5.5	**2024-008**	Torrent	**Mullinahoe Road, Ardboe**	Awaiting landowner permission.
3.5.6	**2022-004**	Dungannon	**Derryfubble Road, Benburb**	Applicant engaging with residents.

3.6 **Summary of Neighbour Notifications -** 0Nr Neighbour notification

3.7 **Projects recommended for Approval; -** 0Nr application is recommended for approval this month:

3.8 **Projects recommended for rejection; -** 0Nr applications are recommended for rejection this month.

3.9 **Projects noted below are recommended for withdrawal** – 1Nr applications are being recommended for withdrawal:

	Reference	DEA	Bus Shelter Location
3.9.1	2021-003	Torrent	Reenaderry Road, Coalisland.

3.10 **Shelters passed to Property Services for installation:**
An audit review of existing bus shelter applications is currently being undertaken by Officer to progress, close or withdraw outstanding applications.

Members to Note the following shelters as listed below have obtained the necessary approvals but are still awaiting legal owner consent before being sent to Property Services for installation.

	Bus Shelter Reference and Location	DEA	Notes
3.10.1	Ref. 2019-008 Derrychrin Road, Ballinderry	Torrent	Applicant engaging with residents within 25m of location.
3.10.2	Ref. 2016-017 Innishrush Village, Clady	Moyola	Applicant to determine landowner and if feasible.

Members to Note the following Bus 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***.

	Reference	DEA	Bus Shelter Location
3.10.3	2024-005	Clogher Valley	Fintona Road, Clogher
3.10.4	2022-005	Magherafelt	Churchtown, Lissan
3.10.5	2019-002	Torrent	Farlough Road, Derryvale
3.10.6	2024-002	Torrent	Millview Manor, Coalisland Road
3.10.7	2024-006	Moyola	McErleans Villas, Ballynease Road, Bellaghy

3.11 **Progress update on stages 10-11** – **1nr** shelter installed since date of last meeting.

	Reference	DEA	Bus Shelter Location
3.11.1	2024-003	Carntogher	Lavey Chapel Carpark

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

Statutory Agencies	Number requests sent	Reply <30 Days	Reply >30 Days
Translink	2	2	0
Education Authority	2	2	0
Dfl Roads	2	2	0
NIHE	0	0	0

3.13 **Interagency Meeting:** Statutory update meeting to be held 24 October 2024, with DFI Roads, EA, NIHE, and Translink to discuss new Bus shelter locations, response times and any issues.
Other issues: None

4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Within budget for Technical Services and Property services to action provision / installation costs within their budget.
	Human: N/A
	Risk Management: Non-delivery will have adverse impact of users of public transport.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	**Recommendation(s)**
5.1 5.2 5.2.1	Members to note the content of the report on the progress made on bus shelters within the district. Bus shelter applications listed under **3.9 is recommended for withdrawal this month: 1NR** 3.9.1 – Reenaderry Road (Opposite Falls' Shop), Coalisland
6.0	**Documents Attached & References**
6.1 6.2 6.3	Appendix 1 – March 2021 - Procedural guide Appendix 2 – Progress table with comments Appendix 3 – Progress Table Summary

Procedural Guide on the Provision of Bus Shelters

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

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.)

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

1.3 DESIGN OF BUS SHELTER

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

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

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

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

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

1.4 REPLACEMENT OF BUS SHELTERS

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

1.5 PROVISION OF BUS SHELTERS – PROCESS

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

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

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

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

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

Organisational Name	**Contact Name**	**Contact Number**	

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

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

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

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

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

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

Stage 11: Report back to Council.

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Date
Our Ref: MUDC/TS/BS/

The Occupier
Address 1
Address 2
Postcode

Dear Sir/Madam,

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

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

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

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

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

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

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

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

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

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

Thank you for your time completing this survey.

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

Yours faithfully,

Raymond Lowry
Head of Technical Services

Encs.

Cc DEA Councillors

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

PROVISION OF BUS SHELTER – SURVEY FORM

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

   ☐

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

   ☐ If you have ticked this box please give reason for objection

   Reason for Objection:

Name: (CAPITALS) _____

Address: _____

Signature: _____

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

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

Appendix 1

[Insert Map of proposed Bus Shelter location]

Appendix 2

BUS SHELTER TYPE

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

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

Appendix 2 **Bus Shelters Status Update**

Table 1 – Applications awaiting formal application to be submitted (4 NR)				
No	**Location**	**Stage**	**Status / Comment**	**Progress status**
1	Royal School, Dungannon 2024-001	1	Awaiting completed application form	Private applicant - to be discussed with the Board of Governors.
2	Annaghmore Road, Clonoe 2021-001	1	Awaiting completed application form	Applicant engaging with residents and application to be submitted at a later date.
3	Coagh Village 2024-007	1	Awaiting completed application form	Private applicant - awaiting identification of pickup points in Coagh Village and user numbers to determine most suitable location. EA returned 30Nr and Translink 2Nr. Carry out site visit to identify suitable location.
4	Errigal Road, Ballygawley 2024-010	1	Awaiting completed application form	Private Applicant - awaiting completion of application form.
Table 2 – New applications received since last Committee (1 NR)				
1	Galbally Primary School	4	Signed application received	Suitable location for Bus Shelter identified. Awaiting user numbers for Translink and EA.
Table 3 – STAGES 2-4 (2 NR)				
1	The Mills, Coalisland 2021-007	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. Within DFI Roads budget for 24/25. Applicant to follow-up.
2	Fardross-Slatmore Road, Clogher 2022-007	4	Signed Application received	Site meeting held 15/09/2022. Letters sent to Translink and EA for user numbers. EA 4nr users, Translink do not use this route. Application requested to be revisited following increase in user numbers. User numbers requested. Engaging with EA on route and user numbers.
Table 4 – STAGES 5-8 (9 NR)				
No	**Location**	**Stage**	**Status / Comment**	**Progress status**
1	Magheracastle Road / Mountjoy Road, Brocagh 2016-003	6	Awaiting Landowner Consent	08.12.23 - Application to be progressed. Translink confirmed 8nr passengers. Site visit took place 12.03.24, possibility of bus shelter directly opposite entrance to Magheracastle Avenue but would require permission of landowner. Applicant engaging with landowner.
2	Pomeroy Road, Donaghmore 2023-011	6	Signed Application received	Site meeting arranged with applicant for 29/09/2023. Translink do not use this stop, EA confirmed 27nr passengers. Gone out for nearest neighbour notifications. Objection received. Applicants engaging with objector. New locations identified. Further engagement ongoing.
3	Findermore Road, Clogher 2023-014	8	Signed Application received	Site meeting arranged with applicant for 02/10/2023. Translink confirmed 12nr passengers. 07/11/23 met with DFI onsite and Councillors (14/11/23) to discuss layby and widening. Topographical survey carried out and sketch of widening of layby sent to Translink and DFI for discussion / approval. Location revised and alternative identified which Translink and DFI Roads agreed to. Applicants informed - does not require NNN. Put forward for recommendation to install for September's Committee. Approved by Enivronment Committee and awaiting Full Council ratification. Due to be installed beginning October.
4	Hillhead Road, Castledawson 2023-017	6	Engaging with DFI Roads	07.11.23 - site meeting took place to look at location. Translink confirmed 12nr passengers. To be discussed with DFI and Translink. Further site visit 11th January. All possibilities discussed. Current pick-up location would require footpath linkage to bus shelter. Discussions underway with DFI Roads. Nearest neighbour not impacted.
5	Innishrush Village 2016-017	6	Awaiting Landowner Consent	Translink confirmed 15nr passengers. Applicant seeking permission from owner of The Coach housing development.
6	Derryfubble Road, Benburb 2022-004	6	NIHE Site. Requires Legal agreement	Site visit held with DfI Roads. Valuation from NIHE received for MUDC approval. Translink confirmed 40nr passengers. Applicant engaging with residents.
7	Ardboe Parish Hall 2024-004	6	Awaiting Landowner Consent	Site visit caried out 22.03.24. Translink confirmed 25nr passengers. Approval to move from stage 5 approved at June's Env. Committee. Awaiting owner of car park permission to install.
8	Mullinahoe Road, Ardboe 2024-008	6	Awaiting Landowner Consent	Site visit carried out on 21st August, site deemed suitable. User numbers requested from Translink and EA. Translink confirmed 15Nr passengers, EA 11Nr. Proceed to Stage 5 for September's Committee. Passed at Committee. No NNN involved, awaiting landowners permission before put forward for recommendation to install.
9	Derrychrin Road, Ballinderry 2019-008	6	Awaiting Landowner Consent	New footway installed. Applicant prospecting new location at Derrychrin Primary School. Awaiting outcome from Board of Governors meeting in December 24.
Table 5 - STAGE 9 (5 NR)				
No	**Location**	**Stage**	**Status / Comment**	**Progress status**
1	Churchtown Road, Lissan 2022-005	9	Replacement of existing shelter	08.12.23 - application to be progressed. Confirmed 10nr passengers. Residents living in house No.5 confirmed verbally 20/02/24 they approve of bus shelter going along fence but expressed concern about blocking of light entering their kitchen. Bus shelter on order with Property Services for installation.
2	Fintona Road, Clogher 2024-005	9	Replacement of existing shelter	Site visit carried out 12.04.24. Translink confirmed 5nr and EA 12nr passengers. Approval to move from Stage 5 - May's Committee - replacing existing bus shelter with new bus shelter. Not a new application as replacing existing bus shelter - maintenance upgrade so sent onto Property Services to order and install.
3	Farlough Road, Derryvale 2019-002	9	All confirmed	Site visit on 27.03.24 with DFI Roads and a glazed cantilever bus shelter has been approved at Designated Bus Stop. Nearest Neighbour returned. Received approval for installation at June's Env. Committee. Permission received from Landowner to trim back trees to facilitate installation. Sent onto Property Services for installation.
4	Millview Manor, Coalisland Road 2024-002	9	All confirmed	Site visit carried out. Translink confirmed 10+nr passengers. Approval to move from Stage 5 - May's Committee. Site visit - DFI Roads approved location of existing bus stop but stipulated a glazed full-sized bus shelter would be necessary to ensure sightlines maintained. Nearest Neighbour returned. Report for recommendation to install in July's Committee paper. Approved for installation. Sent to Property Services for installation.
5	McErleans Villas, Ballynease Road, Bellaghy 2024-006	8	All confirmed	Site visit 15.04.24. Translink confirmed 10nr passengers. Approval to move from Stage 5 - May's Committee. Nearest Neighbour approved and DFI Roads meeting onsite 30.05.24 - glazed Cantilever stipulated. Report for recommendation to install in July's Committee paper. Sent to Property Services for installation.
Table 6 – Stage 10-11 - Bus Shelters Installed (13 NR)				
No	**Location**	**Stage**	**Status / Comment**	**Progress status**

1	William Street / Beatrice Villas, Bellaghy 2022-001	10	All confirmed	Installed January 2024.
2	Ballyronan Road, Magherafelt 2022-006	10	All confirmed	Installed February 2024.
3	Dungannon Road, Cabragh 2023-005	10	All confirmed	Installed February 2024.
4	Moydamlaght Road, Draperstown 2023-001	10	All confirmed	Installed February 2024.
5	Moygashel Park, Dungannon 2023-013	10	All confirmed	Installed March 2024.
6	Church Street, Cookstown 2020-002	10	All confirmed	Installed March 2024.
7	Knockmany Road, Augher 2023-015	10	All confirmed	Installed April 2024.
8	Primrose Hill, Clogher 2022-009	10	All confirmed	Installed April 2024.
9	Annagher Road, Coalisland 2023-012	10	All confirmed	Installed May 2024.
10	Lineside, Coalisland 2023-006	10	All confirmed	Installed May 2024.
11	St Colmans Park, Moortown 2020-006	10	All confirmed	Installed May 2024.
12	Kingsisland Primary School 2016-009	10	All confirmed	Installed May 2024.
13	Lavey Chapel Car Park, Gulladuff 2024-003	9	All confirmed	Installed September 2024.

Table 7 – Applications to be Withdrawn/Rejected/Reviewed (19 NR)

No	Location	Stage	Status / Comment	Progress status
1	Cloane Road, Draperstown 2023-003	4	Withdraw Application	Site visit held with applicant, 15/05/2023, user numbers 1 number passenger collected Translink, Not an EA stop - not viable.
2	Mourne Avenue, Coalisland 2023-010	6	Signed Application received	Site meeting held with applicant on site 13/09/2023. 2nr confirmed from Translink. DFI approved location. Gone out for nearest neighbour notifications - 8 objections received.
3	Platers Hill, Church View, Coalisland 2023-007	6	Application received	Meeting held on site with applicant 13/09/2023. 6nr passengers confirmed from Translink. DFI have approved location 03/10/2023. Gone out for nearest neighbour notifications, 2 replies / 2 objections received. Withdraw.
4	Brough Road, Castledawson 2018-001	4	Signed Application received	Translink 20 nr passengers, EA do not use this route. Bus route has changed since first proposal. Request to withdraw this application as new location identified.
5	Mourne Crescent, Coalisland 2023-008	7	Application received	Meeting held on site with applicant on site 13/09/2023. 6nr passengers confirmed from Translink. DFI approved location 03/10/2023. Gone out for nearest neighbour notifications, 1 objection / 1 no objection received. Reject - no nearest neighbour in favour.
6	Newtownkelly, Coalisland 2023-016	5	Signed Application received	Site meeting took place 03/11/2023. Translink confirmed 20+nr passengers, EA do not use route. Request to progress to Stage 5. DFI did not approve owing to lack of footpath and room for bus shelter and objections raised from NNN.
7	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. 07.12.23 - Upon follow-up Cllr Burton approved to withdraw application.
8	Tirkane Road, Maghera 2016-019	3	Signed Application received	Site visit held, site identified for shelter. Translink do not use this stop. Awaiting EA response - tbc if bus shelter still required. Ring original applicant to see if still required. 07.12.23 - Anne spoke with Gabhan (original applicant) and he is speaking with Cllr McGuigan - to confirm. 13.12.23 - Cllr McGuigan confirmed to withdraw application.
9	Kinrush Road/Battery Road Junction, Moortown 2016-008	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. 07.12.23 - Anne followed up with Ronan McGinley. 13.12.23 - Cllr McAleer confirmed to withdraw application.
10	Cullion Road, Desertmartin 2022-011	6	Signed Application received	User numbers requested from Translink and EA. Confirmed 6nr passengers from Translink. 07.12.23 - Anne rang Fiona - applicant to see if shelter still required. 13.12.23 - site visit required. Passed Dec.22 to move from stage 5. Anne did a further check on passenger numbers and only 4 currently picking up - move application for rejection.
11	Altaglushan / Reclain Road, Galbally 2023-009	6	Signed Application received	Site meeting arranged with applicant 30/09/2023. Translink do not use this stop, EA confirmed 8nr passengers. Gone out for nearest neighbour notifications. No repsonse. Further site visit from DFI - not viable - recommended for rejection.
12	Annaghmore Road, Cookstown 2022-008	8	Signed Application Form	Site meeting held 21/09/2022. Confirmed 12 nr passenger numbers. 08.12.23 - Bus shelter proposed is on opposite side of road from direction of travel. Site visit took place 12.03.24 - DFI approved bus shelter at foot of lane way - to be 3m from roadside edge. Shared laneway has one objector. Applicant happy to withdraw application.
13	Goland Road/ Armaghlughey Road, Ballygawley - 2016-015	6	Site and user numbers confirmed	Anne messaged applicant in January to determine progress of the application - awaiting direction. EA pick up at laneways and not enough applicants to warrant a bus shelter. Translink don't pick up in the area. Applicant happy to withdraw application - reported in May's Committee.
14	Tullyhogue Village 2016-021	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 - 07.12.23 - Anne messaged applicant. Application to be revisited. 09.02.24 - site visit carried out, few possible locations identified. Carry out NNN. Objection received. Engaging external stakeholders. DFI Roads and Translink do not approve bus stop at location. Recommended for withdrawal, applicant in agreement and can be revised after 12months.
15	Coagh Road, Stewartstown 2021-002	9	Landowner has declined to offer land for Bus shelter. Final confirmation required.	Awaiting confirmation from landowner. User numbers requested for refresh. EA confirmed 3Nr passengers. Reject application on user numbers.
16	Crew Road, Maghera 2023-018	7	Signed Application received	EA confirmed 25nr passengers. Approval at January's Committee to move from Stage 5. Nearest Neighbour returned 16th Feb. Objection received owing to planning permission so new location identified following site visit with applicant and DFI Roads. Applicant engaging with residents. Objection recevied to newest location and further phone call received from residents. Applicant happy to withdraw based on feedback.

17	Moore Street, Aughnacloy 2023-004	6	Signed Application received	Site visit 09/06/2023, user numbers requested, response, EA confirmed 20nr users. Re location following Sept Env committee meeting. Objection received to new location outside No.91. Alternative location identified, applicant engaging with landowners. Applicant happy to withdraw application.
18	Cloverhill, Moy 2021-004	3	Signed Application received	17.11.23 - applicant contacted for decision on progressing application or withdrawing. Translink not servicing route as students picked up in The Square or at the Co-Op. Application for rejection.
19	Reenaderry Road, Clonoe 2021-003	8	Final Landowner agreement	Landowner objected to first location so new location identified on opposite side of the road. Parents currently use car park of shop / bar to wait with children until bus arrives. Translink confirmed 20nr passengers. Applicant engaging with landowner. Applicant happy to withdraw application.

Appendix 3 – Progress Table Summary, October 2024

TABLE	DESCRIPTION	NUMBERS
Table 1.	Applications awaiting formal application to be submitted	**4Nr**
Table 2.	New applications received from Last Committee Meeting	**2Nr**
Table 3.	**Stages 2-4,** • **Stage 2,** Acknowledge receipt of request • **Stage 3**, Site Visit • **Stage 4**, Contact Translink/EA for user numbers	**3Nr**
Table 4.	**Stages 5-8,** • **Stage 5,** Report to Committee for approval • **Stage 6**, Identify landowner and Nearest Neighbour issued • **Stage 7,** Send letters for approval to DFI etc • **Stage 8,** Article 66 to be issued to DFI Roads	**9Nr**
Table 5.	**Stage 9,** • Awaiting Installation of Bus Shelter	**5Nr**
Table 6.	**Stages 10/11, Installed shelters** • **Stage10,** Send to GIS officer • **Stage 11**, Report to Council	**13Nr**

Report on	Footpath Winter Maintenance Agreement
Date of Meeting	8th October 2024
Reporting Officer	Mark McAdoo, Assistant Director: Environmental Services
Contact Officer	Eunan Murray, Neighbourhood Operations Manager - North

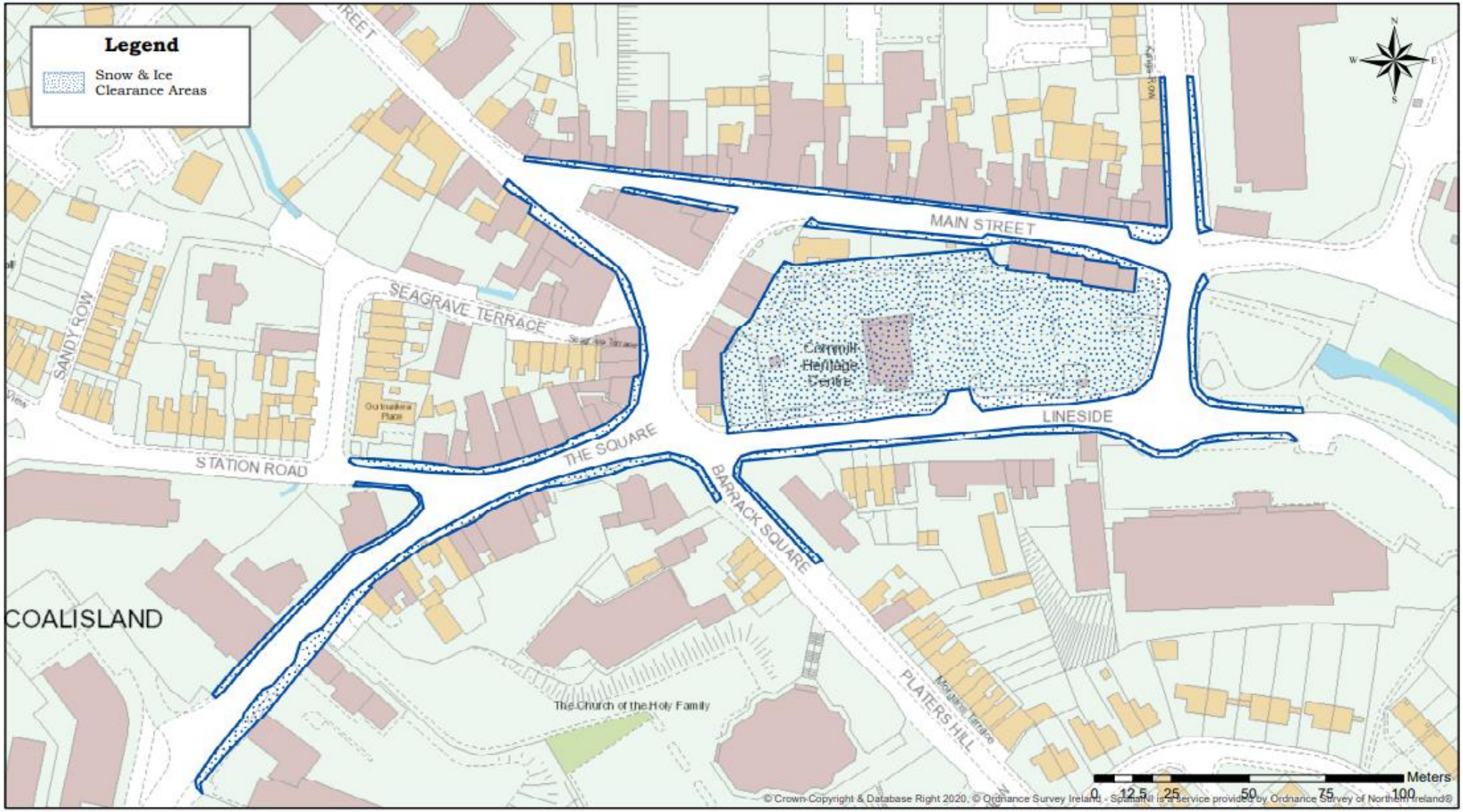
Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	**Purpose of Report**
1.1	To seek approval to enter into a new winter maintenance agreement with DfI in relation to the treatment of footpaths in the main town centres within Mid Ulster.
2.0	**Background**
2.1	By virtue of Article 9 of the Roads (N Ireland) Order 1993 the Department for Infrastructure (DfI) is empowered to take such steps as it considers reasonable and practicable to prevent snow or ice interfering with the safe passage of persons using a road and for that purpose may enter into agency arrangements with any persons for the treatment of roads affected by snow and ice.
2.2	The Council is empowered by Sections 104 and 105 of the Local Government Act (NI) 1972 to exercise functions on behalf of and to enter into arrangements with a government department for the supply of services.
2.3	For the 2023/24 winter season an agreement was in place between Council and DfI to facilitate the treatment of footways within the core retail centres of the five largest towns within the Mid Ulster District. The agreement reflected the legal basis and the operational experience in operating such an arrangement over previous years.
2.4	The agreement was triggered only one occasion by DfI during the 2023/24 winter season; on 17th January 2024.
2.5	Following recent discussions DfI have requested that the agreement is renewed for a period of three years (rather than annually) to align with similar agreements they have in place with other local authorities.
3.0	**Main Report**
3.1	The main conditions contained within the agreement are summarised below:

3.2	a) During extreme weather conditions following heavy snowfall or prolonged freezing Council will assist the Department with clearance works on the footways and pedestrian areas within the core retail areas of the five main town/settlements. b) Works will be carried out by Council only on receipt of a request from the Department and in circumstances when it is practicable for the Council to respond. c) The request will come from Department's Section Engineer to the Council's nominated representative. d) The Department shall provide any salt free of charge. e) The Council shall only provide a response to requests during normal operational hours of the street cleansing workforce, except in the case of an emergency or by mutual agreement. f) The Department shall indemnify and keep indemnified the Council to the extent that the Department enjoys indemnity under Article 9 (3) of the Roads (NI) Order 1993. g) The agreement will cover the three year period from 2024/25 to 2026/27 and will be active from 1st November to 31st March each year. Maps highlighting the core retail areas to be treated are included in the appendix.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Implementation of the agreement should incur little additional cost to the Council as it seeks to utilise street cleansing and grounds maintenance operatives, and other service resources which would otherwise have been engaged in their normal operations save for extreme conditions following heavy snowfalls or prolonged freezing. The amount payable to Council for 2024/25 will be £2,466.
	Human: Staff time in managing the agreement, liaising with DfI and in carrying out and supervising any operational activity on the ground when the agreement is enacted
	Risk Management: It should be noted that the Council has no statutory duty in relation to the clearance of ice and snow from footways; that responsibility lies with DfI. The clearance of footways at times of extreme ice and snow from the main town centre assists in the free movement of people and therefore supports the economic cores in our town centres. This helps reduce the impact of extreme winter weather and reduces the associated economic and social risks

4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	**Recommendation(s)**
5.1	Members are requested to approve the new winter maintenance agreement with DfI for town centre footpaths for a 3 year period commencing 1st November 2024.
6.0 6.1	**Documents Attached & References** Appendix 1 – Core retails maps for town centre snow/ice clearance operations

Coalisland Snow & Ice Clearance Areas



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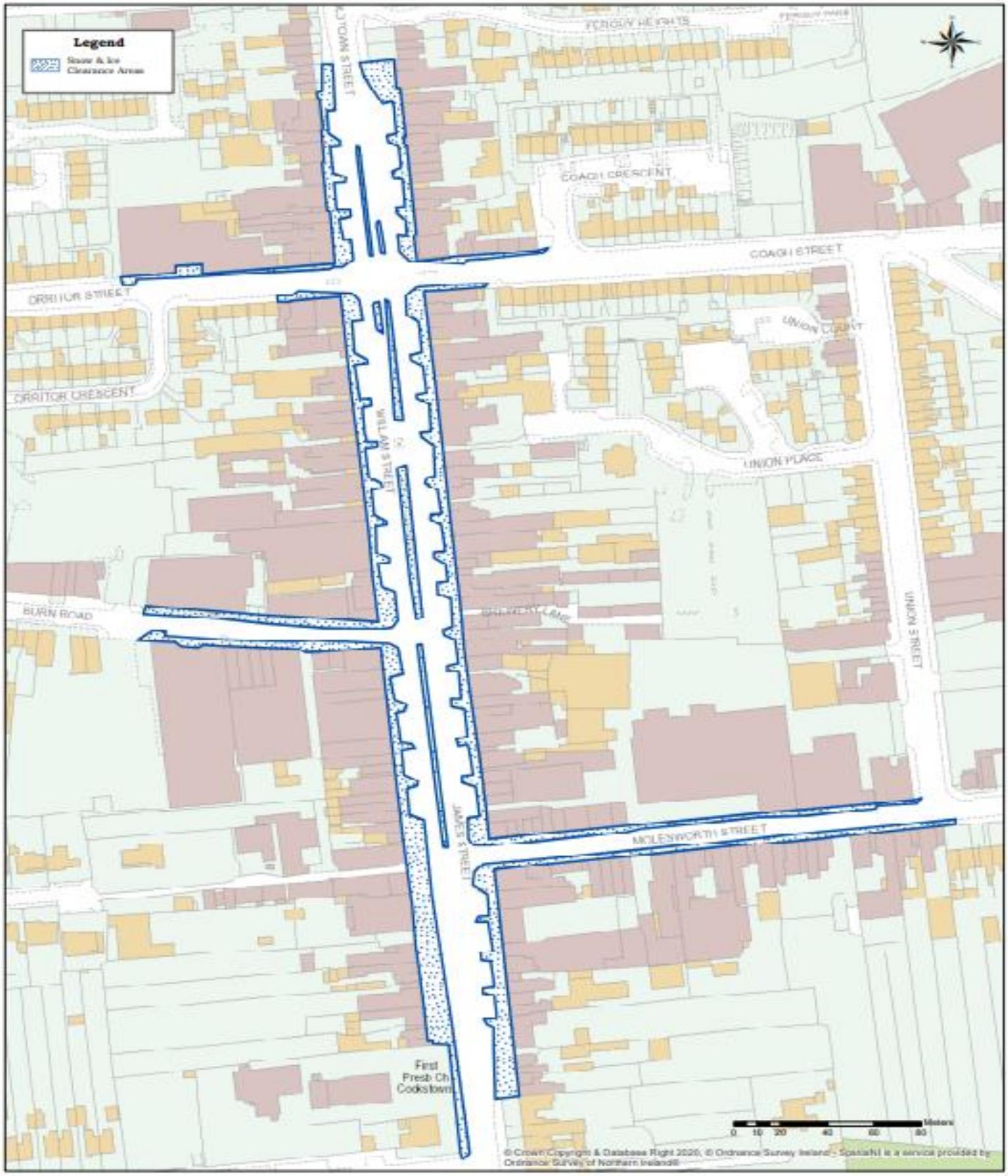
Cookstown Snow & Ice Clearance Areas



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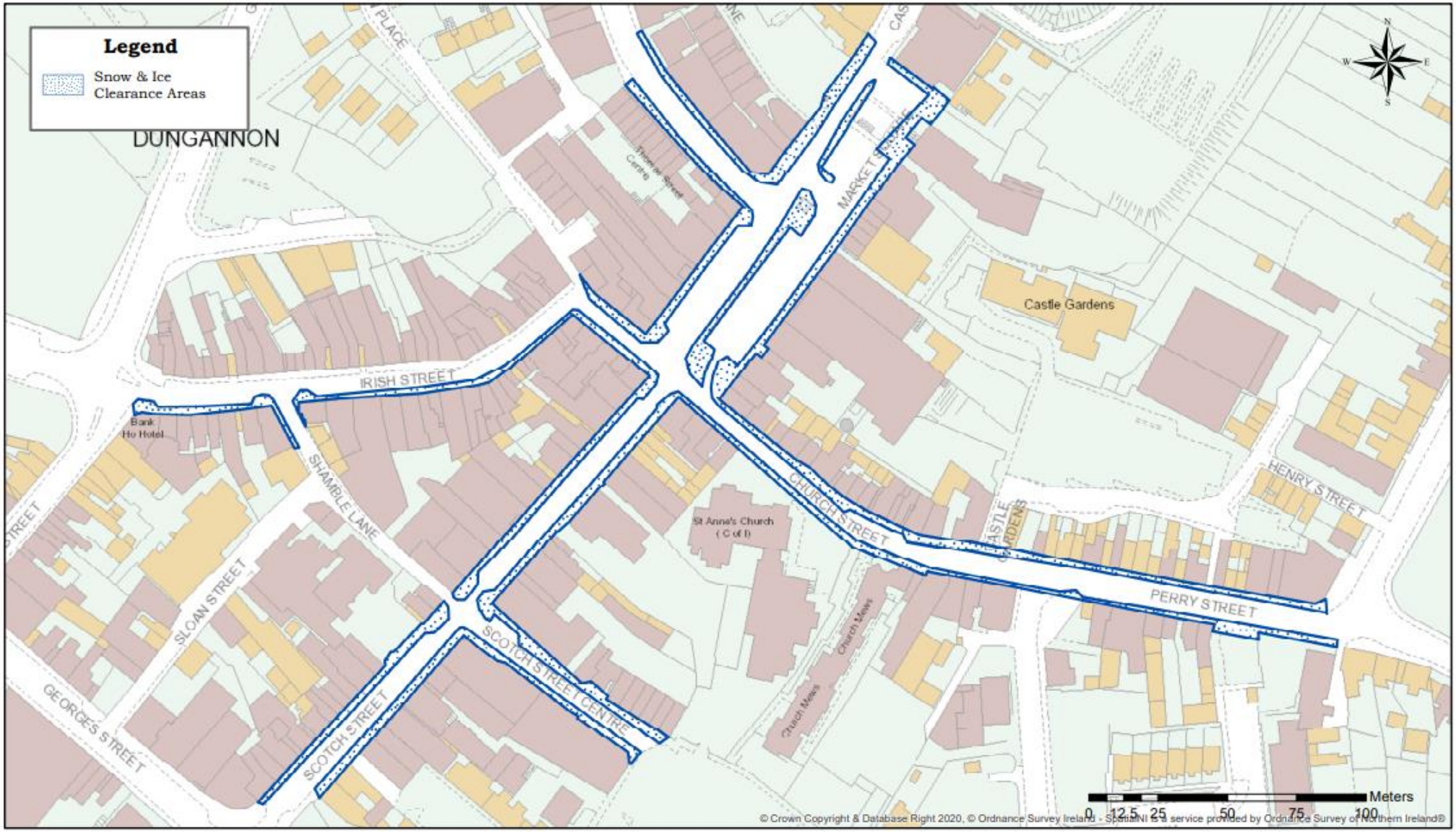
Dungannon Snow & Ice Clearance Areas



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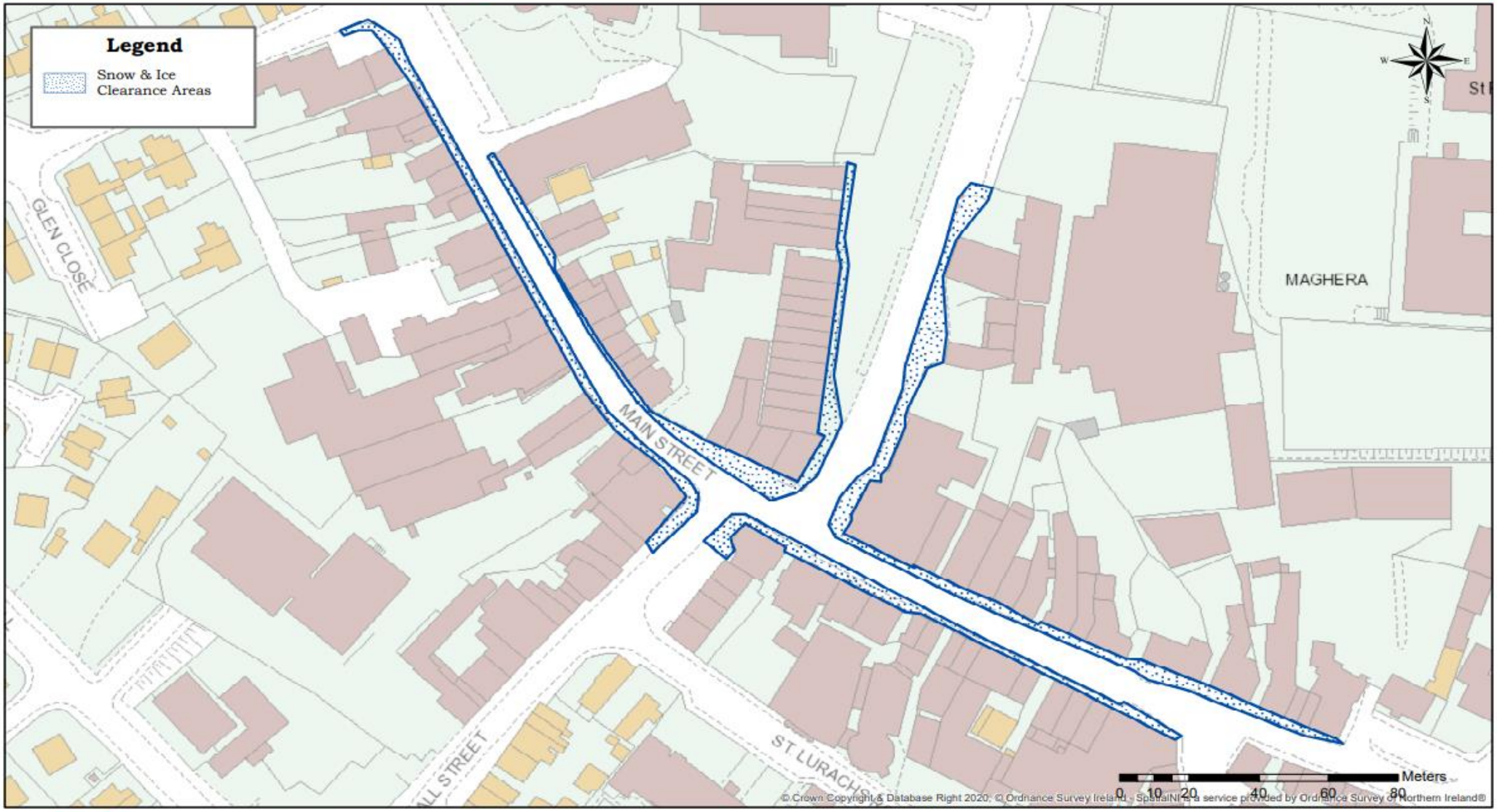
Maghera Snow & Ice Clearance Areas



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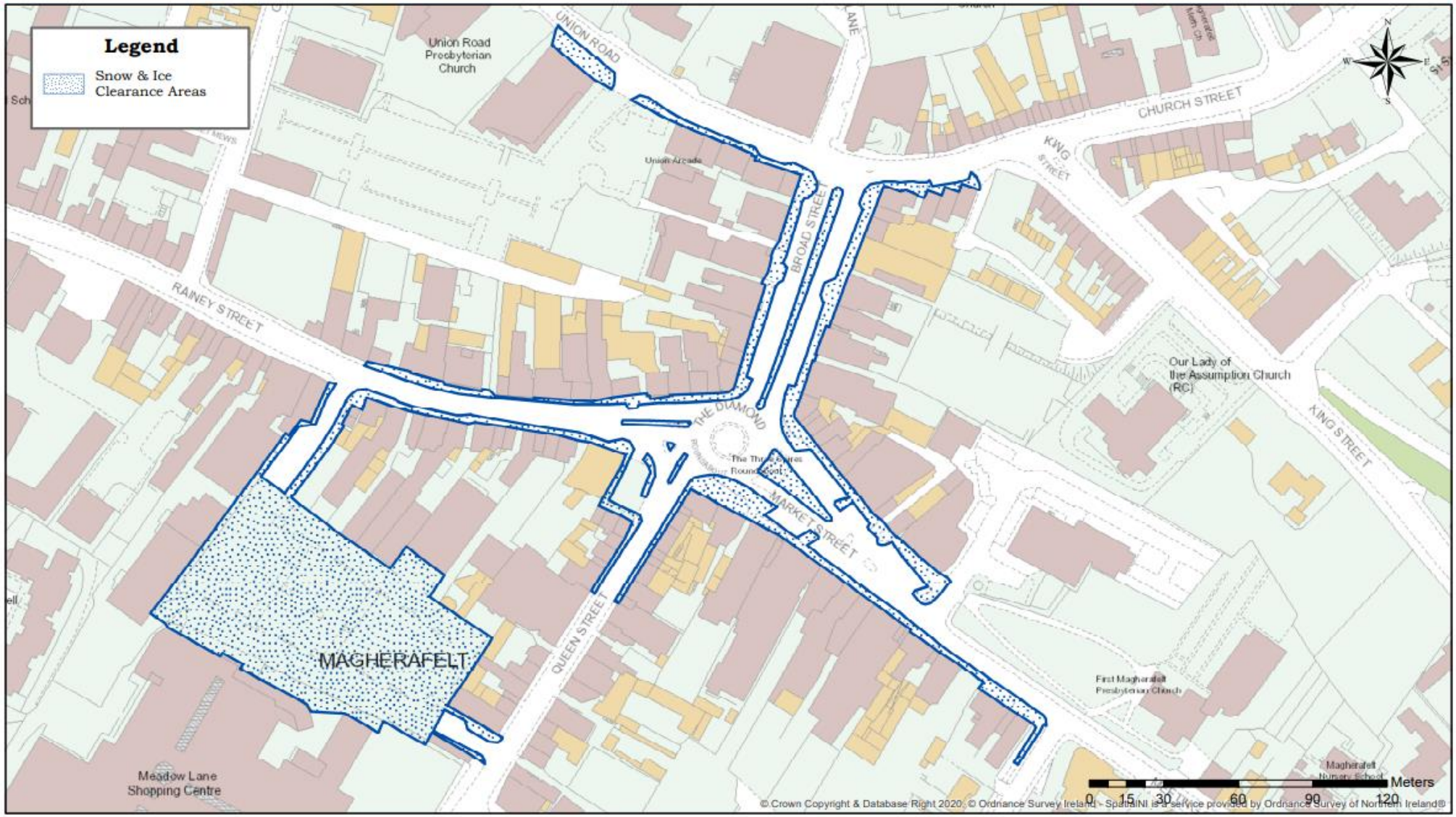
Magherafelt Snow & Ice Clearance Areas



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Minutes of Meeting of Environment Committee of Mid Ulster District Council held on Tuesday 10 September 2024 in Council Offices, Burn Road, Cookstown

Members Present	Councillor McAleer, Chair Councillors J Buchanan, Cahoon, Cuthbertson, Johnston, Kelly, Groogan, Martin, McGuigan, McElvogue, McNamee, Milne, Mullin, Robinson, Varsani
Officers in Attendance	Mrs Campbell, Strategic Director of Environment (SD: Env) Mr Conlon, Head of Technical Services (HoTS) Mr Fox, Building Control Development Manager (BCDM) Ms Linney, Assistant Director of Development (AD: Dev) Mr McAdoo, Assistant Director of Environmental Services (AD: ES) Mr Scullion, Assistant Director of Property Services (AD: PS) Miss Thompson, Committee and Member Services Officer
Others in Attendance	**Deputation – Keep Recycling Local** Ms Carruthers

The meeting commenced at 7.00 pm.

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

E175/24 Notice of Recording

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

E176/24 Apologies

Councillor J Burton.

E177/24 Declarations of Interest

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

E178/24 Chair's Business

The Chair, Councillor McAleer welcomed Councillor Mullin to her first environment meeting.

E179/24 Deputation – Keep Recycling Local

The Chair, Councillor McAleer welcomed Ms Carruthers to the meeting and invited her to make her presentation.

Ms Carruthers thanked Members for the opportunity to speak to them tonight in relation to the way recyclables are collected in Northern Ireland (appendix 1). Ms Carruthers stated that she was not a technical expert but a spokesperson for the Keep Recycling Local Campaign established by businesses and other organisations. Ms Carruthers highlighted in the presentation the benefits of separating recycling materials before collection instead of co-mingled collection as this helps to ensure recyclable materials collected in Northern Ireland can be reprocessed in Northern Ireland.

Councillor Cuthbertson stated that Mid Ulster Council has led the way in terms of recycling and that he believed the three bin system used is easy to understand and has proven to be working. The Councillor felt that the introduction of more bins to separate materials could become more onerous for the public with the result that recycling levels could decrease. Councillor Cuthbertson stated that, in relation to collecting glass separately, Council could investigate siting more bottle banks throughout the District again as these had been scaled back due to glass being collected in the blue bin.

Ms Carruthers stated she took on board the comments in relation to Mid Ulster's recycling rates and agreed that a number of other Councils have also scaled back on bottle banks. Ms Carruthers stated that additional bins is just one way for separating materials but that there are others such as separators in a bin. Ms Carruthers highlighted that the evidence from Wales shows that if people understand what it required from them they will do it.

Councillor McGuigan referred to Community Wealthbuilding which has been adopted by Council and that separating materials before collection is something that could be looked at in terms of a test and learn project in which a separate collection could be introduced in a small area to see what the results are.

The Chair, Councillor McAleer thanked Ms Carruthers for the presentation.

Ms Carruthers stated that if any Councillor is interested in visiting Enva or Encirc then this could be arranged as it can help understanding as to why materials should be collected separately.

Ms Carruthers left the meeting at 7.20 pm.

Matters for Decision

E180/24 DfI Roads Proposal to Mid Ulster District Council – Disabled Persons Parking Bay at Clare Terrace on Beechway, Dungannon

Members considered previously circulated report which sought agreement in relation to proposal from DfI Roads to introduce a Disabled Persons Parking Bay at Clare Terrace on Beechway, Dungannon.

Proposed by Councillor Cuthbertson
Seconded by Councillor Varsani and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposal to introduce a Disabled Persons Parking Bay at Clare Terrace on Beechway, Dungannon.

E181/24 Bus Shelters Update

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

Councillor Milne asked if there was an update in relation to installation of bus shelter at McErlean Villas, Bellaghy.

The HoTS advised that this has been passed to Property Services for installation and he would seek update. The HoTS stated he would also seek update from manufacturer in relation to delay in delivering bus shelters.

Proposed by Councillor Robinson
Seconded by Councillor McGuigan and

Resolved That it be recommended to Council -

- That bus shelter applications listed under 3.7 of report be recommended for approval to installation this month: 1NR
  3.7.1 – Findermore Road, Clogher
- That bus shelter applications listed under 3.8 of report be recommended for rejection this month: 2NR
  3.8.1 – Coagh Road, Stewartstown
  3.8.2 - Dungannon, Cloverhill, Moy
- That bus shelter applications listed under 3.9 of report be recommended for withdrawal this month: 2NR
  3.9.1 – Crew Road / Cloneen Manor, Maghera
  3.9.2 - Moore Street, Aughnacloy

Matters for Information

E182/24 Environment Committee minutes of meeting held on 8 July 2024

Members noted minutes of Environment Committee held on 8 July 2024.

E183/24 Building Control Workload

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

E184/24 Entertainment Licensing Applications

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

E185/24 Dual Language Signage Surveys

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

E186/24 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.

E187/24 NI Audit Report on Review of Waste Management

Members noted previously circulated report which outlined the NI Audit Office Review of Waste Management.

E188/24 Eco- Schools Programme 30th Anniversary Awards

Members noted previously circulated report which provided update on the Eco-Schools Programme 30th Anniversary Awards.

E189/24 Green Flag Awards 2024/25

Members noted previously circulated report which outlined successful entries at the KNIB Green Flag Awards 2024/25.

E190/24 Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for January to March 2024

Members noted previously circulated report which provided update on 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 2023/24 from January to March 2024.

Live broadcast ended at 7.23 pm.

Local Government (NI) Act 2014 - Confidential Business

Proposed by Councillor McNamee
Seconded by Councillor Groogan 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 E191/24 to E200/24.

Matters for Decision

E191/24 Dual Language Nameplate Survey Report
E192/24 Tender report for the appointment of Vehicle Suppliers
E193/24 Extension of 3rd Party Contracts
E194/24 Capital Projects – Small Settlements – Claudy / Castledawson
E195/24 Contracts for Waste Related Services

Matters for Information

E196/24 Environment Committee Confidential Minutes of meeting held on 8 July 2024
E197/24 Bonfires on Council Land
E198/24 Maghera Regeneration Programme Update
E199/24 Capital Framework – ICT Contracts Update
E200/24 Capital Framework – IST Contracts Update

E201/24 Duration of Meeting

The meeting was called for 7.00 pm and ended at 7.55 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, [Cookstown/Dungannon/Magherafelt].

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

I would 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 agenda.

Keep Recycling Local

Nicola Carruthers
Spokesperson, KRL

Keep Recycling Local - Who We Are

- Campaign established by businesses and other organisations

OUR AIM

- To see positive changes in the way recyclables are collected
- To ensure recyclable materials collected in Northern Ireland are reprocessed in Northern Ireland

WHY?

- To aid Northern Ireland's circular economy – local businesses and jobs
- To benefit the environment

HOW?

- Separate our recycling materials before collection
  - Avoids contamination
  - Maximises reprocessing with Northern Ireland

Paper & Cardboard

Glass

Other

Plastics, Cans, Foil & Cartons

encirc

enva

Bryson RECYCLING

Ulster Wildlife

Coca-Cola HBC

Friends of the Earth Northern Ireland

zero waste nw.org

alupro

Tetra Pak® PROTECTS WHAT'S GOOD

British Glass

ace UK

The Problem….

- Co-mingled recycling collections
  - Currently carried out by the majority of Northern Ireland’s councils
- This means that, each year in Northern Ireland
  - We export over 91,000 tonnes of recyclables around the globe
  - Local companies have to import “clean” recyclables
- Massive cost to business, NI economy & the environment

Recycling locally generates over

£100m

for the NI economy

Policy Context in NI

- Recycling is a key council service
- Waste management accounts for 4% of current emissions (excluding transportation)
- Climate Change (NI) Act 2022 –
  - Net zero target by 2050 (47% reduction by 2030)
  - 70% waste to be recycled by 2030
  - DAERA consulting on first Carbon Budget
- DfE's draft Circular Economy Strategy (January 2023) and report on consultation (August 2023)
  - "*The case for a circular economy is already made*"
  - NI needs "*interim targets, action plans and greater ambition*"
  - Consultation "*overwhelmingly*" supportive of the commitment to transition to a Circular Economy
- DEFRA's EPR programme ("*producer pays*" – using recyclables reduces costs)

Policy Context in NI (cont.)

- KRL welcomed DAERA's recent consultation on a single waste strategy for Northern Ireland
  - To improve overall recycling quantity and quality
  - Set and review core dry recycling materials for domestic and non-domestic collections
  - Ensure maximum value is extracted from the materials
  - Ensure materials are kept in use for as long as possible
  - Clear link with DfE's draft Circular Economy Strategy
- Northern Ireland Audit Office Waste Management Report July 2024
  - NI sent 1.29 million tonnes of waste to landfill in 2022-23
  - Energy from waste is still carbon intensive – NI must prioritise re-use and recycling
  - Exporting waste for processing represents a loss of revenue for NI
  - Alternative options to exporting waste must be examined (Recommendation 4)
  - A single centralised approach to waste management might allow for innovative solutions that might be economically viable to pursue (Recommendation 7)

The Three Step Solution

1. Collect key materials separately

2. Change key legislation to incentivize local reprocessing over export

3. Make information on end destinations of recycling more publicly available

Paper & Cardboard

Glass

Other

Plastics, Cans, Foil & Cartons

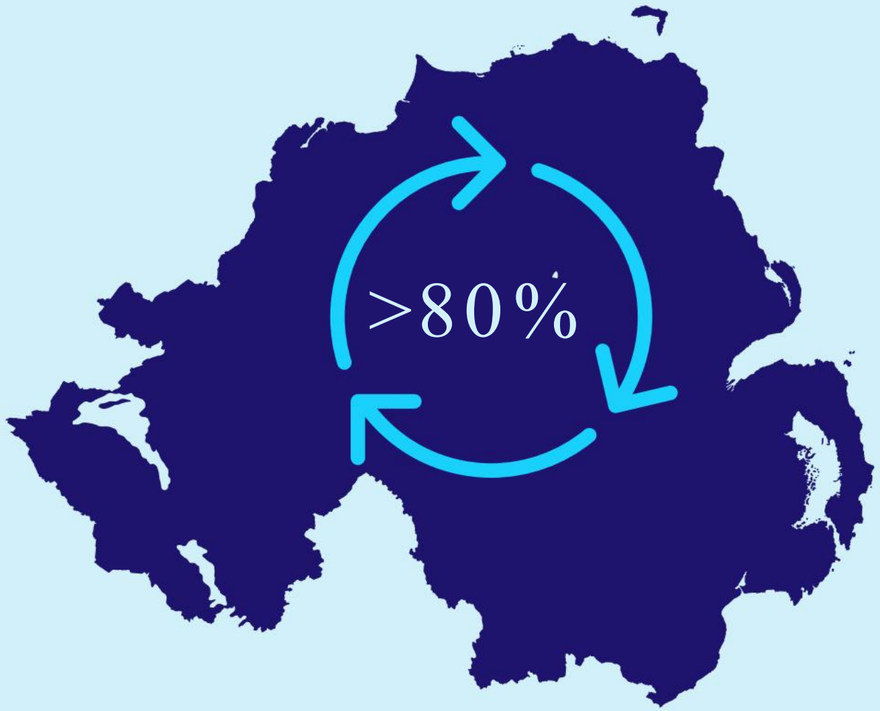
This Would Mean -

- Over 80% of our recyclable materials could be recycled locally vs the current 10% from co-mingled collections
- Significant savings for NI councils – better quality recyclate
- Significantly support local businesses and provide secure jobs
- Lower carbon emissions
- Stop the global export of poorly sorted recyclables

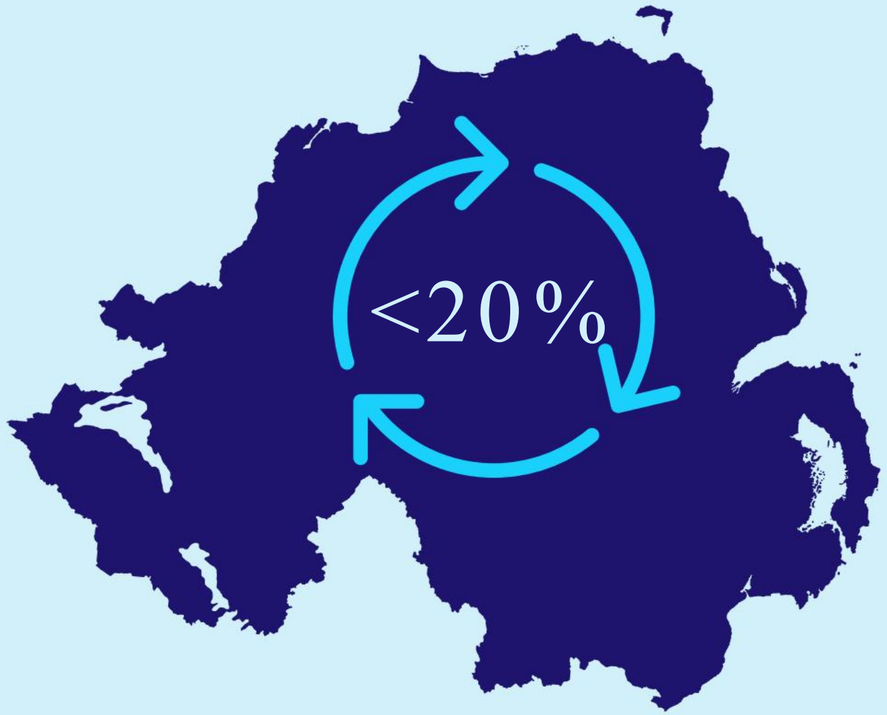
Virtually none of the glass collected in co-mingled bins is recycled locally

Recycling Rates

End Destinations – Dry Recycling



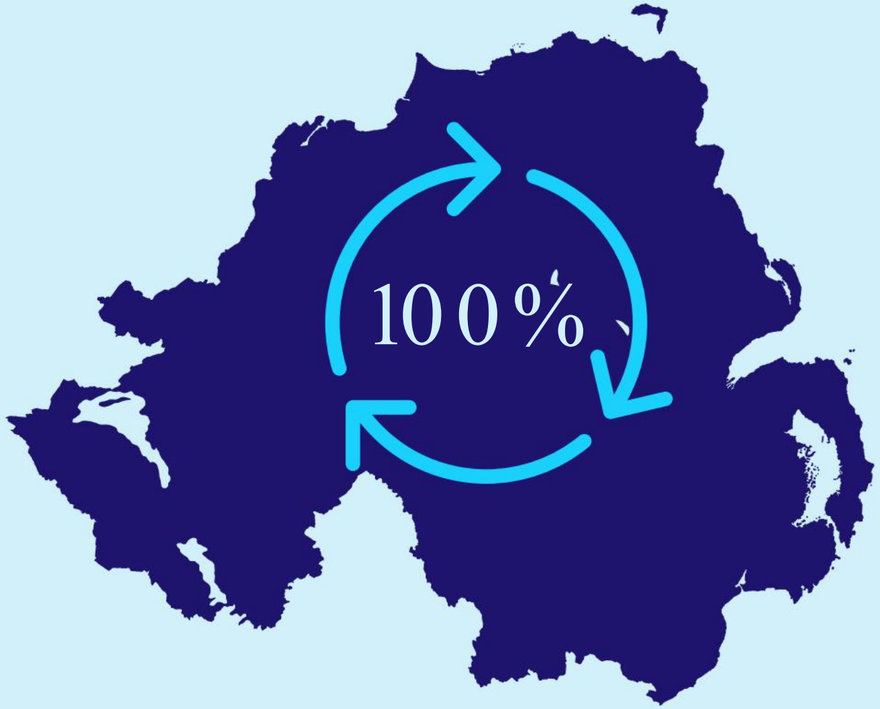
3-Stream Recycling



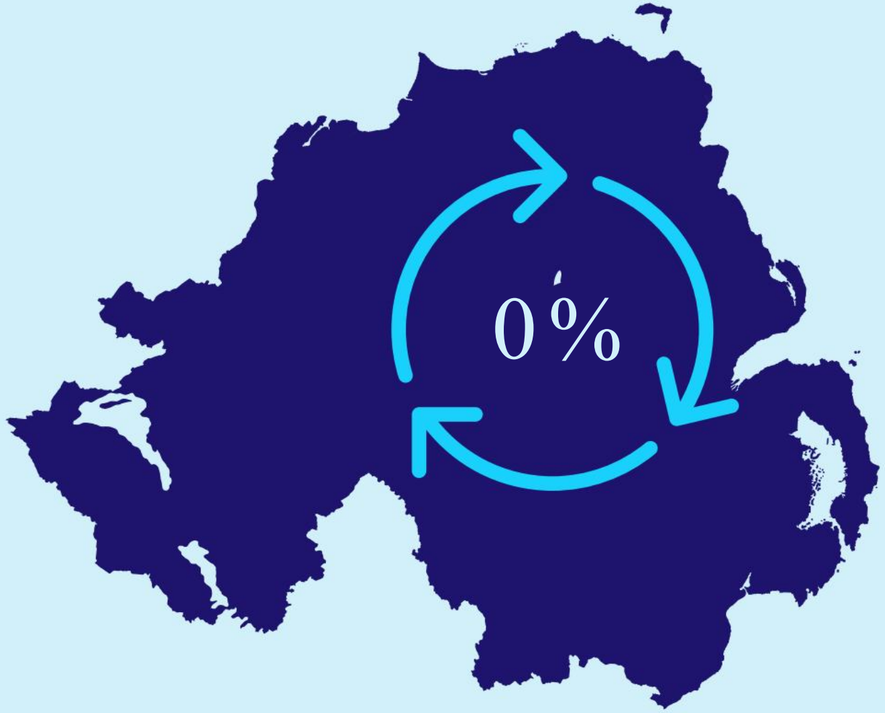
Co-mingled Recycling

Recycled in NI

End Destinations – Glass Recycling



3-Stream Recycling



Co-mingled Recycling

Only 35.6% of the total glass placed on the market in the UK is recycled back for remelt into cullet for new glass - the rest is lost to the circular economy (British Glass figures for 2022)

Recycled in NI

Our Asks

- Support the introduction of a 3-stream collection system
- Support DAERA in its ambition to introduce a single waste policy across all Northern Ireland, in particular 3-stream collection, to keep key recyclables separate
- Support the need for better public awareness and education
  - public support for better information and better recycling (Lucid Talk 2023)
- Exemptions should be time-limited and required to show progress being made towards compliance

Further Reading

- WRAP & British Glass "*A Roadmap to Closed Loop Glass Recycling*" (2024)
- European Commission's Joint Research Centre "*Impacts of the Collection & Treatment of Dry Recyclables*" (2024)
- NI Audit Office "*Review of Waste Management in Northern Ireland*" (July 2024)
- NI Circularity Gap Report (2022)
- Review of the Welsh Government Collections Blueprint – Eunomia, March 2016
- Recycling Who Really Leads the World Report, Eunomia
- Enva MRF Comparison Report - Glass Quality and Contamination Levels
- FERVER Contamination Survey
- Glass from waste treatment facilities Regulatory Position Statement and Guidance LIT 72733, Environment Agency
- Household Food Waste Collections Guide, WRAP, 2024
- Flexible Plastic Fund Flex Collect Project, Interim Report, SUEZ, 2023

Keep Recycling Local

We want to be part of the solution, not the problem

For further details please visit: keeprecyclinglocal.com

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@keeprecyclocal

Report on	Tree Risk Management Plan
Date of Meeting	8th October 2024
Reporting Officer	Mark McAdoo, Assistant Director: Environmental Services
Contact Officer	David Richardson, Neighbourhood Operations Development Manager

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

1.0	**Purpose of Report**
1.1	To update members on a Tree Risk Management Plan for the Council managed estate.
2.0	**Background**
2.1	Council has responsibility for trees and areas of woodland and we recognise and value the benefit that they bring to both those living within our area and visitors to our facilities.
2.2	This tree resource is extremely varied and spread over many sites. Given its variety both in terms of species mix and maturity, we are also aware of its potential risk to safety if not managed properly. We believe this risk to be low and needs to be considered in balance with the many benefits that our tree resource provides.
2.3	The tree risk management plan will ensure we will undertake routine inspections of our tree resource in a targeted and cost effective way. Trees that are in the busiest locations and posing the highest risk e.g., those next to buildings, roads busy paths etc. will be inspected more regularly than those in less used places. All trees will be assessed according to their priority in relation to public safety.
2.4	This approach accords with current national guidance and allows a proactive management of our tree resource where tree safety is a priority whilst ensuring our tree resource is protected and enhanced for the benefit of everyone enjoying it.
2.5	The tree risk management plan proposes to formalise tree safety inspections across the Council estate including the routine inspections and subsequent remedial works required to manage risk within and around trees and woodland.
2.6	A copy of the tree risk management plan is included as an appendix for information.
3.0	**Main Report**
3.1	The risk: While it may be acceptable that tree management should not seek to eliminate all risks of minor injuries, it should however not expose people to significant likelihood of death or permanent disability.

	Any residual risk is tolerable only in the following specific circumstances: • The likelihood is extremely low. • The hazards are clear and largely avoidable to users. • There are other obvious benefits. • Reducing the risks further would remove these benefits. • There are no reasonably practicable ways to manage the risk of injury.
3.2	What the law requires: Mid Ulster Council has a duty to do all that is reasonably practicable to ensure that people are not exposed to risk. This duty is established under the Occupiers' Liability (Northern Ireland) Order 1987 and the Health and Safety at Work Order 1978. The Occupiers' Liability Order provides that organisations such as the Council have obligations to have a duty of care for members of the public and staff in relation to its woodlands and trees. That duty of care includes taking reasonable steps to ensure their safety. The Health and Safety at Work Order places a duty on employers to operate in such a way as to make sure, as far as is reasonably practicable, that even those who are not in our employment are not exposed to risks to their health and safety. This includes contractors and visitors to our forests. The legislation creates an obligation for us to protect people from hazardous trees on our land so far as is reasonably practical. Additionally, the Management of Health and Safety at Work Regulations (Northern Ireland) 2000 provides: "That every employer shall make a suitable and sufficient assessment of the risks to health and safety of his employees to which they are exposed whilst they are at work and the risks to the health and safety of persons not in his employment arising out of, or in connection with, the conduct by him of his undertaking." Under the Roads (Northern Ireland) Order 1993, the Council is responsible for lopping any tree or cutting back any hedge growing on their property in certain circumstances causing danger or obstruction.
3.3	Tree safety management: Tree safety management involves taking reasonable steps to identify trees that represent a significant risk to people or property and dealing with them accordingly. The Council will fulfil its duties by completing appropriate risk assessments and putting in place necessary procedures to carry out inspections, report hazardous trees and ensure that actions have been taken to reduce the identified risks. This will be done in two stages by: • Establishing visitor/target usage zones for the whole Council estate. • Carrying out visual tree assessments in each zone as per the inspection regime applied
3.4	The Council's Neighbourhood Services section will co-ordinate and manage the process across the entire Council estate including procurement and management of formal tree surveys, procurement and management of contractor(s), collation of a central database with GIS mapping layers for target usage zones, formal inspections and remedial works.
3.5	Neighbourhood Services in conjunction with the Corporate Training Manager will arrange a range of formal and informal training and briefing sessions for all relevant Council staff.

3.6	Neighbourhood Services will also liaise with the Planning Department Environment and Conservation team in relation to any statutory Tree Protection Orders (TPOs) which are in place at Council sites as well as any registered Conservation areas across the district.
3.7	Each individual service area will be responsible for the following: • providing target usage zone information and tree species data (where relevant) for each site for which they are responsible • carrying out informal tree inspections on each of their own sites • ensuring that they have an in-date formal tree safety inspection by checking the information held centrally by Neighbourhood Services
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: The estimated cost of formal tree safety surveys across the entire Council estate is estimated at approximately £25k per year on a continuous annual cycle. Tree felling and remedial works currently cost approx. £50k per year, however with the roll-out of more formal tree inspections and the increase in number of storms this cost is anticipated to at least treble and this has been identified as a pressure for the Grounds Maintenance repairs and maintenance revenue budget for 2025/26. Whilst it is anticipated costs for more urgent works can be met from an increased revenue budget; where large scale works are identified as being necessary over a longer timeframe it will be for the relevant service area to secure the necessary capital funding required to complete these works.
	Human: Officer time within Neighbourhood Services to carry out procurement as referenced above, to compile a list of existing tree safety inspections, to prepare GIS mapping of the various zones within each site and to prepare a register of tree defects reported. Also officer time within each client department/service area to carry out informal inspections.
	Risk Management: The main risk is managing the process to ensure all sites and all tree assets are recorded accurately due to the current ongoing works in compiling a comprehensive asset register.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	**Recommendation(s)**
5.1	Members are requested to note the content of this report.

6.0	**Documents Attached & References**
6.1	Appendix 1 – Mid Ulster District Council Tree Risk Management Plan

TREE RISK MANAGEMENT PLAN
FOR
MID ULSTER DISTRICT COUNCIL

Version 2 – July 2024

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1.0 Introduction

Mid Ulster District Council has responsibility for many trees and woodland areas and we recognise and value the benefit that they bring to both those living within our council area and visitors to our facilities.

This tree resource is extremely varied and spread over many sites. Given its variety both in terms of species mix and maturity, we are also aware of its potential risk to safety if not managed properly. However we believe this risk is very low and needs to be considered in balance with the many benefits that our tree resource provides.

This tree risk management plan ensures we will undertake routine inspections of our tree resource in a targeted and cost effective way. Trees that are in the busiest locations (e.g., those next to roads, buildings, busy paths) and posing the highest risk will be inspected more regularly than those in less used places. All trees will be assessed according to their priority in relation to public safety.

This approach accords with current national guidance and allows a proactive management of our tree resource where tree safety is a priority whilst ensuring our tree resource is protected and enhanced for the benefit of everyone enjoying it.

2.0 Examples of sites with a tree resource

Bus Shelters	Monuments/Sculptures	ROWs
Car Parks	Civic Buildings	Recycling Centres
Laybys	Depots	Water Recreation sites
Picnic Areas	Forests - leased NIFS	Fine Turf
Active Cemeteries	Pathways	Street trees
Old Burial Grounds	Playparks	
Community Spaces	Pitches	
Open Green Spaces	Public Conveniences	

3.0 The Risk

Research to date supports the position that the risk from trees in most instances is a routine and recognised factor in life which most people accept without question. Good tree safety management seeks to reduce the risk posed by trees to a reasonable level. People enjoy trees in what they regard as “natural” or “unmanaged” places and will accept a degree of risk in these locations because of the value they bestow and the pleasure derived from visiting or participating in leisure activities in tree environments. Because the risk is already low, we can take account of other concerns when deciding how to manage trees such as ecological, cultural and aesthetic values.

The National Tree Safety Group is a broad partnership of organisations that have come together to develop nationally recognised guidance on tree safety management that is proportionate to the actual risk from trees. The Group set out 5 key principles to be considered in sensible tree safety management (National Tree Safety Group, 2011). They are:

- Trees provide a benefit to society.
- Trees are living organisms that naturally lose branches or fall.
- Risk to life is extremely low.
- Tree owners have a legal duty of care.
- Tree owners should take a balanced & proportionate approach to tree safety.

While it may be acceptable that tree management should not seek to eliminate all risks of minor injuries, it should however not expose people to significant likelihood of death or permanent disability.

Any residual risk is tolerable only in the following specific circumstances:

- The likelihood is extremely low.
- The hazards are clear and largely avoidable to users.
- There are other obvious benefits.
- Reducing the risks further would remove these benefits.
- There are no reasonably practicable ways to manage the risk of injury.

4.0 What the law requires

Mid Ulster District Council has a duty to do all that is reasonably practicable to ensure that people are not exposed to risk. This duty is established under the *Occupiers' Liability (Northern Ireland) Order 1987* and the *Health and Safety at Work Order 1978*.

The Occupiers' Liability Order provides that organisations such as Mid Ulster District Council have obligations to have a duty of care for members of the public and staff in its woodlands and trees. That duty of care includes taking reasonable steps to ensure their safety.

The Health and Safety at Work Order places a duty on employers to operate in such a way as to make sure, as far as is reasonably practicable, that even those who are not in our employment are not exposed to risks to their health and safety. This includes contractors and visitors to our forests. The legislation creates an obligation for us to protect people from hazardous trees on our land so far as is reasonably practical.

Additionally, the *Management of Health and Safety at Work Regulations (Northern Ireland) 2000* provides:

"*That every employer shall make a suitable and sufficient assessment of:*

- *The risks to health and safety of his employees to which they are exposed whilst they are at work and*

- *The risks to the health and safety of persons not in his employment arising out of, or in connection with, the conduct by him of his undertaking.*"

We will fulfil our responsibilities relating to the management of hazardous trees by identifying trees that represent a significant risk to people or property and dealing with them accordingly.

Under the Roads (Northern Ireland) Order 1993, the Council is responsible for lopping any tree or cutting back any hedge growing on their land which:

• *endangers or obstructs the passage of vehicles, including high sided vehicles (lorries and buses), or pedestrians, especially pedestrians with a visual impairment;*
• *obstructs the view of drivers of vehicles;*
• *obstructs or interferes with the light from any public lamp; or*
• *obstructs the view of traffic signs or otherwise prejudices the safety or convenience of persons using the road.*

Lopping or cutting back should be to such an extent as will remove the obstruction or remedy the matter. While no specific guidance is given in the Roads (Northern Ireland) Order 1993, it is generally accepted that the minimum clearance should be 5.5m over a road and 2.4m over a footpath. Owners or occupiers are also responsible for the removal of any tree or hedge which is dead, damaged, diseased or insecurely rooted and by reason of its condition is likely to cause danger to persons using the road or footway.

5.0 Preventative management

Preventative management relates to any desirable practice to reduce the likelihood of tree safety issues arising. The Council is responsible for managing the tree resource and preparing plans that take account of the risks of hazardous trees.

It will consider the risks associated with the activities we manage and the presence of trees which may be hazardous because of their existing condition or as a potential result of any operations carried out. It will take appropriate actions to minimise the risks and make safe any damage to trees that could pose a significant risk to people or property.

6.0 Tree safety management

Tree safety management involves taking reasonable steps to identify trees that represent a significant risk to people or property and dealing with them accordingly. Mid Ulster District Council will fulfil its duties by completing appropriate risk assessments and putting in place procedures to carry out inspections, report hazardous trees and ensure that actions have been taken to reduce the identified risks. This will be done in two stages by:

1. Establishing visitor/target usage zones for the whole Council estate. (See Section 10)

   - Clearly record the rationale as to why a particular zone has been categorised and any details of the inspection regime applied.

2. Carrying out visual tree assessments in each zone as per the inspection regime applied.

   - Follow up on any issues that have been discovered in the inspections.

   - Keep a record of all actions relating to any particular issues including information from general estate inspections, reports from the public and observations from staff.

7.0 Risk assessment

Our risk assessment is based on the competent assessment of the level of risk, (hazard severity and likelihood of occurrence without adequate controls) and the subsequent identification of adequate controls.

In determining adequate controls, we will relate to industry best practice and in this case the following:

- Tree Safety Management - Visitor Safety Group. (VSG) 2007.

- Common sense risk management of trees - National Tree Safety Group 2011.
- Hazards from trees – a general guide - Forestry Commission 2000.
- Tree Safety Management Practice Guide – Northern Ireland Forest Service 2016

8.0 Competency and training

There are two levels of competence required for those carrying out visual tree inspections.

Level 1: Informal Tree Safety Inspection

There are key staff within the Council that have specific responsibilities for facilities where there are populations of trees. They have a good knowledge of the areas they are inspecting and their type of usage. They therefore contribute to inspecting trees. It is acknowledged that the role of these officers could be enhanced with some additional training to raise awareness of potentially hazardous trees. This training should provide staff of a non-arboricultural background with the ability to recognise a specific list of hazards, to determine remedial action relating to this list of hazards, to understand the limit of their knowledge, and to ask for further advice from their manager or arboricultural experts whenever they are unsure.

Arboricultural training will be arranged by the Neighbourhood Operations section, in consultation with the Council's Corporate Learning & Development Manager for staff across the organisation.

Level 2: Formal Tree Safety Inspection

Formal Tree Safety Inspections will be carried out by a competent person with a proven record of tree inspections over a wide range of tree and woodland types and experience of advising on or managing large numbers of trees or important tree collections. They require a

combination of extensive knowledge and experience of working with trees, and the necessary professionally recognised formal tree work qualifications.

9.0 Prioritising inspections and likelihood of injury

While all trees may pose a risk it is recognised that:

- This risk increases as the trees grow to and past maturity, (although the size of the part failing has little impact on the outcome once it exceeds a size that can cause damage or injury).
- The numbers of people exposed to risk increase.
- Where the duration or type of exposure lengthens.

Inspections should therefore be carried out more frequently in tree areas near where people are likely to congregate, e.g., frequently visited buildings and structures, car parks, adjacent to roads, and in well used core areas.

At the opposite end of the scale some tree and woodland areas are seldom used by visitors and are only infrequently visited by people. These pose little risk and generally will not require any formal inspection. We will zone the council estate and neighbouring land affected by our trees into target usage zones dependent on the perceived risks.

However, such classifications should be informed by local experiences and occurrences. Some areas may have to be re-zoned from time to time or when special events are scheduled. Zones will be reviewed as required or where a significant change takes place such as new woodland recreation facilities being developed or new construction projects adjacent to trees or woodland.

10.0 Target Usage Zones

Resources need to be directed to areas where there is greatest risk to people and property. This will be done by designating each part of the woodland and tree resource and that of neighbours affected by our trees into target usage zones.

There will be three target usage zone categories based primarily on level or type of use and this will determine the inspection type and frequency:

ZONE 1	**–**	**HIGH**	**RED**	
ZONE 2	**–**	**MEDIUM**	**AMBER**	
ZONE 3	**–**	**LOW**	**GREEN**	

A record will be kept as to their location utilising GIS (Geographical Information System**)** and the rationale for allocating a usage zone to a particular area. Up to date knowledge is key to getting this as accurate as possible.

The Council's Neighbourhood Operations section have mapped the entire Council estate and applied estimated Target Usage Zones based on available information and historical usage of each site. Each Facility Manager will be responsible for ensuring the information held by Neighbourhood Operations is accurate and up-to-date. Records are held by the Neighbourhood Operations Officer (South) and will be accessible centrally via shared folders.

The table below can be used as a guide to help determine which zone is applicable.

Target Usage Zones

Risk Zone	Site Characteristics	Frequency of inspection	Level of inspection
High	High likelihood of staff, users or visitors gathering or staying in the area. Within falling distance of property Beside roads, adjacent to sports areas / facilities, car parks. Species of tree with a higher risk of failure, e.g., poplar, willow and ash infected with Ash dieback.	At least every 2 years After storms and / or heavy snow. Areas of significant risk due to ash dieback should be inspected at least every year.	Level 2 Formal Tree Inspection. Organised by Neighbourhood Operations team Level 1 Informal Tree Inspection after storms and / or heavy snow. Organised by the Facility Management team.
Medium	Areas within falling distance of designated trails. Significant presence of ash along roadsides at risk to Ash dieback.	At least every 3 years. Inspections may be more frequent depending on local risk assessment and possible consequences of tree failure. Areas of significant risk due to ash dieback should be inspected at least every year.	Level 2 Formal Tree Inspection. Organised by Neighbourhood Operations team. Level 1 Informal Tree inspection after storms and/or heavy snow. Organised by the Facility Management team.
Low	Parts of the Council estate away from formal or informal public access routes. Areas impeded by natural vegetation. Low levels of visitor use. Any visitors very well dispersed.	No formal inspections required Informal observations only. Any issues observed by any staff or public reported to local Council management.	

11.0 Recording actions, monitoring and defects

Facility Managers within each individual department / service will be responsible for ensuring their tree inspections are carried out and that subsequent actions are enacted and closed. In addition, they will monitor inspections and actions and collate tree safety notifications from their staff / inspectors and other parties e.g. members of the public and include these in the recording system. **Formal** tree inspections will be organised via the Neighbourhood Operations section. **Informal** inspections will be organised by each individual Facility Manager (refer to section 10 for the inspection requirements for each target usage zones).

Inspection records will be held on shared folders accessible by the respective facility management team and the Neighbourhood Operations section with records populated by the service which carried out the inspection.

11.1 Identifying hazards

This is undertaken by a competent person (see section 8.0). It is their responsibility to ensure the hazard is assessed to the best of their ability and recorded accurately.

Many trees are potentially hazardous but inspections can only reasonably identify the defects most likely to lead to injury or damage to people or property. These are physical defects which might lead to the breakup or collapse of the tree or its branches and are identified and recorded during a programme of inspection.

The practice is to identify and record visible defects. This is referred to as Visual Tree Assessment or VTA - a system used to identify and evaluate structural defects and stability in trees. It includes visual assessment, usually

from the ground, and some evaluation of visible symptoms, using hand tools if necessary.

In addition to this formal process, general observations by staff during routine activities will contribute to the tree inspection process.

11.2 Frequency and timing of inspections

Inspection frequency will be based on a calendar year basis. For example, if an annual inspection takes place early in 2024 then the next inspection must take place before the end of 2025. This can mean a gap of more than 12 months between annual inspections.

The best time to inspect trees is during late summer and early autumn as this is when fungal fruiting bodies can most easily be seen and identified and deciduous trees still have sufficient foliage to enable their general health to be assessed. However, looking at trees in full leaf during the summer can also be helpful in assessing their general health. This is especially useful when inspecting ash trees to determine symptoms related to ash dieback. Inspecting deciduous trees in winter when leaves have fallen allows any physical defects in the upper tree parts to be observed more easily.

Formal and informal inspections will be scheduled by the Council's Neighbourhood Operations section as per section 10 above. The schedule will be shared with all facility managers and maintained on a central shared folder.

Defects requiring attention should be reported to Neighbourhood Operations via the dedicated tree defect reporting process (using the form included in appendix by email to tree.defects@midulstercouncil.org). Neighbourhood Operations will arrange for the defect to be rectified to make the site safe. This may include removal of fallen trees, removal of limbs or other arboricultural works. Temporary measures, if necessary to make the area

safe until the defect is actioned, are the responsibility of the Facility Manager / Supervisor e.g. closing a site or path, installation of temporary warning signs etc. in consultation with Neighbourhood Operations team who can advise on likely timescales and/or the Council's Corporate H&S section.

11.3 Ash dieback

First confirmed in Britain in 2012, ash dieback, previously known as 'Chalara', is a disease of ash trees caused by a fungus (Hymenoscyphus fraxineus). Ash trees across much of Northern Ireland are now symptomatic of ash dieback, and it is expected that the majority of ash trees will subsequently die from or be significantly affected by the disease in the coming years. Currently there is no known efficient prevention or curative treatment.

The photograph above shows a young ash tree infected with ash dieback. Visible ash dieback symptoms do vary, but include leaf wilt, leaf loss and crown dieback, and in some instances visible bark lesions in branch or stem tissues which directly contribute to tree decline and death.

Growing trees are known to be weakened to the point where they succumb to secondary pests or pathogens, e.g., Armillaria fungi (honey fungus). Speed of decline can vary, mortality has been observed in as little as two growing seasons. As an ash tree declines, and where affected by secondary pathogens, it appears to rapidly lose timber strength and integrity and is prone to structural failure, making the management and felling of infected ash trees hazardous and costly.

11.4 Managing ash dieback

Trees in areas with high levels of public access will be managed carefully for risks to public safety and appropriate action taken to mitigate that risk. In doing so, council will take a balanced and proportionate approach in managing ash dieback as not all infected ash trees will need to be removed, particularly where trees show a tolerance to the disease.

A number of methodologies for managing ash dieback have been suggested in the UK and Europe. Most recommend intervention once the disease has progressed to a certain point (often when more than about 75% of the original canopy has died and when the dieback has spread down the laterals towards the scaffold branches).

Initial management of diseased ash trees will involve prioritising those trees in **high risk zones** to maximise the reduction in risk to the general public from structural failure of diseased ash trees.

Council will increase the frequency of monitoring of roadside trees to a minimum of **yearly** in areas where there are ash trees. This increased frequency of monitoring will also apply in **medium risk zones** with areas of significant risk due to ash dieback. Inspections should take place when trees are in leaf, usually June to September to better determine presence of the disease.

To help deliver high risk priorities, ash trees management in **low risk zones** will be delivered as part of longer term tree management.

12.0 Determining remedial action and priorities

Decide on the range of reasonable actions necessary to reduce risk. This should take account of other objectives relating to nature conservation, conservation of the historic landscape, the value of trees and their aesthetic qualities. The cultural, landscape and habitat value of trees should always be considered when deciding on remedial action.

Ivy can provide habitat for wildlife and does not in general make a healthy tree unsafe. However, where it prevents an adequate visual inspection of a tree, particularly around the base, it should be removed to allow a satisfactory examination to take place.

Old trees are often uniquely valuable as habitat for wildlife, and even if the physical condition of the tree is poor, remedial action should only be necessary where there is a clearly perceptible risk to life or property. This might mean managing public access in the vicinity, for example by re-routing a path, or if necessary, removing part of the tree or if required, ultimately felling.

A competent person must decide the appropriate remedial action. Remedial action can also include instigating more detailed investigation using specialist techniques or expertise in a particularly complex situation.

If remedial action is required then the priority for this will depend on the risk assessment. The following categories are recommended:

Category A: Trees in high and sometimes in medium usage zones which are seriously hazardous and which pose a high risk should be dealt with immediately on the best advice available. Public access should be restricted until the work has been completed. Signage may be necessary.

Category B: Once identified, remedial action must be implemented within 6 months. Consider restricting public access until the work has been completed.

Category C: Identified as not being a short-term safety concern, but proactive management may prevent problems developing, benefit the tree and improve long-term safety. The tree may simply be put under observation for further possible action at the next inspection. The key benefit here is that it has been entered into the system and monitored.

Referral: The inspector at the time of assessment can refer the tree for further consideration for a second opinion or other specified reasons. Referrals should be dealt with promptly and the tree categorised A, B or C for specific action.

13.0 Reporting incidents involving falling trees & branches

Incidents where trees have fallen or shed limbs **and where injury to users of the woodlands and tree resource has occurred** will be reported through the existing reporting systems (currently via the Harriet H&S system) for a more thorough incident investigation. Incidents involving Council staff while at work will be reported through the current reporting system designed to meet our legal requirements for reporting accidents at work under RIDDOR(NI)97

Incidents where trees have fallen or shed limbs but no injury results should be reported as a near miss where the incident occurs in Target Usage Zones 1 High and 2 Medium, in circumstances where serious injury could have occurred. Information should be provided on the species and age of the tree, the part that failed, and weather conditions. All incidents should be reported by the Facility Management team responsible for the site in question.

14.0 Severe weather events

The Met Office website will give wind speeds recorded for the previous 24 hours. Local wind strengths above 40 knots (46mph) formally described as "Severe Gale" by the Met Office and the Beaufort wind force scale correspond with the point at which it can be expected that some branches will be detached and trees will begin to blow over. This is dependent on other factors also such as time of year and ground saturation. Where weather forecasts include specific gale warnings, it may be necessary to curtailing access to facilities with trees.

The following link is to the Met Office forecasts and alerts which will provide this information: https://www.metoffice.gov.uk/

The Met Office website however only gives information for the previous 24 hours at one of the nearest four weather stations, Castlederg, Aldergrove, Glennane and Magilligan. The wind speeds recorded at these areas may not be representative of a local woodland area so whilst they can be used as an indicator, staff should also consider more obvious localised signs such as fresh broken branch wood and debris on roads and paths. In Northern Ireland we may get 6 or 7 severe gales a year particularly through the winter.

After severe gales or other severe weather such as heavy snow, management staff should be vigilant and react to any reports of fallen or damaged trees in their areas and record any remedial action that they may take.

15.0 Links & References

The following publications and bodies have been referenced in the writing of this tree risk management plan.

- National Tree Safety Group. 2011. Common sense risk management of trees
- Forestry Commission. 2000. Hazards from trees – a practical guide
- Visitor Safety in the Countryside Group. 2007. Tree Safety Management.
- Tree Safety Management Practice Guide – Northern Ireland Forest Service 2016
- Health and Safety Executive. 2013. Management of the risk from falling trees and branches. SIM 01/2007/05
- Ash dieback DAERA
- FISA Safety bulletin - Felling dead ash (Sept 2020)

16.0 Appendix - Tree defects reporting form

All sections highlighted yellow **must** be completed and form forwarded to
Eunan Murray / Stephen Mullan (North of district) and Colin Sinnamon / David Bell (South of district)

Date **Time**

Person reporting defect **Department reporting defect**

Site name

GIS map/image included? Yes / No

Description of each defect/s e.g. hanging branch, fallen tree, tree leaning onto other tree
(1no. Digital photograph of each defect to be emailed along with this form
Photographs must show the defect in relation to its current surroundings)

Defect No.	Defect description	Photo reference attached
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Location of defect within site e.g. between way marker number XX & XX
XX metres from facility building. (1no. Digital map referenced for each defect to be emailed along with this form. Map should be as accurate as possible showing location of each defect)

Defect No.	Defect location
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

Completion

Defect No/s	Date completed

Report on	Fairtrade Fortnight
Date of Meeting	8th October 2024
Reporting Officer	Mark McAdoo, Assistant Director, Environmental Services
Contact Officer	Karl McGowan, Waste & Sustainable Development Manager

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

1.0	**Purpose of Report**
1.1	To inform members on action taken to mark Fairtrade Fortnight.
2.0	**Background**
2.1	Fairtrade is a global movement for change with a strong and active presence in the UK, represented by the Fairtrade Foundation. The international Fairtrade system (which the Fairtrade Foundation is a part of) represents the world's largest and most recognised fair trade system. They are a global organisation working with businesses, consumers and campaigners to secure a better deal for farmers and workers.
2.2	As an international movement and in partnership with 2 million farmers and workers, Fairtrade has a vision of a world in which all producers enjoy secure and sustainable livelihoods, fulfil their potential, and decide on their future. Fairtrade works with farmers and workers in more than 1,900 producer organisations, across 71 countries, so they can improve their living standards, invest in their communities and businesses, and protect our shared environment.
2.3	As reported to Committee in May the Council received re-certification of its status as a Fairtrade Community on 15th December 2023 for a period of three years.
3.0	**Main Report**
3.1	Fairtrade Fortnight is the UK's annual celebration of the impact of Fairtrade. Activities to date have focused on highlighting the benefits of Fairtrade and encouraging schools to register as Fairtrade schools. The Council website includes a link to the many resources on the Fairtrade Foundation website which is designed specifically for schools. This activity is carried out as part of our wide-ranging sustainability, biodiversity and recycling education programme.

3.2	In addition, the Council has specifically included Fairtrade as one of the 42 actions listed within the Council's Sustainability Strategy and Climate Action Plan (Action 4: Continue the support and promotion of Fairtrade among the Council's staff and within the District). The specific performance measures for this action are the number of initiatives to promote Fairtrade and the number of businesses awarded with Fairtrade certification.
3.3	As part of the re-certification the Councils has committed to a number of plans for the future, which includes: • Work with other local Councils to share best practice ideas for the promotion of Fairtrade. • The provision of Fairtrade signage on roundabouts / flowerbeds within the district. • Continued promotion of Fairtrade to encourage staff and Elected Members to make their own personal commitment to support Fairtrade, with a particular emphasis during Fairtrade Fortnight. • Look to develop a Fairtrade Steering Group and encourage new members. • Raise awareness of Fairtrade and Fairtrade products with local businesses, with a particular emphasis during Fairtrade Fortnight. • Provide assistance, as requested, to organisations such as schools, colleges, places of worship or workplaces who are working towards achieving Fairtrade accreditation. • Continue to work with the Council's Communications Team to promote Fairtrade via social media channels and other relevant mediums e.g., website and staff newsletter.
3.4	The following locations selected for Fairtrade signage (see Appendix 1 for the design and Appendix 2 for photographs) were chosen as they are not currently sponsored and are prominent locations throughout the district.: • A29 Carland Rd - Dungannon (1 Flowerbed) • Stewartstown Junction on the A29 Roundabout in Cookstown (1 Flowerbed) • A29 Moneymore Road Layby, Cookstown (1 Flowerbed) • A31 Moneymore Road Roundabout, Magherafelt (2 post locations around perimeter) • A5 Ballygawley Roundabout (1 post location around perimeter)
3.5	The signs were installed to coincide with Fairtrade Fortnight which took place from Monday 9th September until Sunday 22nd September 2024. To mark the event, Mid Ulster District Council Chair, Councillor Eugene McConnell met with diplomat, Fairtrade champion and regional co-ordinator Dr Christopher Stange, Consul General for St. Vincent and the Grenadines and Secretariat of the All-Party Group on Fairtrade. To promote the occasion a press release was circulated to the local press and published on the Councils own social media channels.

4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Approx. £200 for supply of 6 No. Signs
	Human: Officer time to work on the plans for the future as detailed in section 3.2 above.
	Risk Management: None
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	**Recommendation(s)**
5.1	Members are asked to note the content of this report.
6.0	**Documents Attached & References**
6.1 6.2	Appendix 1: Fairtrade Signage Appendix 2: Photographs

Appendix 1: Fairtrade Signage

Appendix 2: Fairtrade photo-call and photos of new Signage Installed

Mid Ulster District Council Chair, Councillor Eugene McConnell and diplomat, Fairtrade champion and regional co-ordinator Dr Christopher Stange, Consul General for St. Vincent and the Grenadines and Secretariat of the All-Party Group on Fairtrade.

Sign at A29 Roundabout in Cookstown (Stewartstown Junction)

Sign on A29 Moneymore Road Layby, Cookstown.

Report on	Building Control Workload
Date of Meeting	8th October 2024
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	P J Fox, Building Control Development Manager

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

1.0	**Purpose of Report**
1.1	To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council.
2.0	**Background**
2.1	Building Control applications are received in three different forms:- a Full Applications - submitted with detailed working drawings. b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc. c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval.
3.0	**Main Report**

3.1	**Workload Analysis**	**September 2024**	**Accumulative 2024/25**
	<u>Applications Received</u>		
	Full plans applications	**53**	**326**
	Building Notices applications	**54**	**451**
	Regularisation applications	**<u>14</u>**	**<u>103</u>**
	Total applications received	**121**	**880**
	Estimated value of works submitted	**£20,804,362**	**£93,001,796**

	Number of inspections carried out by Building Control Officers	**505**	**3597**
	<u>Commencements</u> Domestic Dwellings Domestic Alterations and Extensions Non-Domestic work Total Commencements	 **28** **105** **<u>17</u>** **150**	 **283** **713** **<u>69</u>** **1065**
	<u>Completions</u> Domestic Dwellings Domestic Alterations and Extensions Non-Domestic work Total Completions	 **34** **71** **<u>5</u>** **110**	 **213** **554** **<u>53</u>** **820**
	Property Certificates Received	**138**	**972**
3.2 3.3	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. New applications received, inspection requests and property certificate numbers are at similar levels to same period in year 2023/24.		
4.0	**Other Considerations**		
4.1	**Financial, Human Resources & Risk Implications**		
	Financial: Within Current Resources		
	Human: Within Current Resources		
	Risk Management: None		
4.2	**Screening & Impact Assessments**		
	Equality & Good Relations Implications: None		

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

BC1 Appendix 1

Significant Developments Report October 2024 Environment Committee

Applicant	Location of Development	Details of Development	Estimated value of development
Donnelly Brothers Ltd	59 Moy Road, Dungannon.	Erection of 4 new car showrooms (Floor area 1615 m2) B.C. fee - £11,946.51	£2,858,667
JFM Construction Ltd	Daisy Hill Gardens, Maghera.	Erection of 14 dwellings & 8 apartments (Average Floor area 75m2) B.C. fee - £6,195.15	£2,021,188
J. Keatly	Adj. 54 Main Street, Tobermore. .	Erection of 17 dwellings (Average Floor area 98m2) B.C. fee - £5,023.35	£1,388,900
Donnelly Brothers Ltd	59 Moy Road, Dungannon.	Extension & alterations to existing car workshop & offices (Floor area 1710m2) B.C. fee - £6,367.51	£1,264,265

Mallaghan Engineering Ltd	69 Coalisland Road, Dungannon.	Erection of an industrial unit (Floor area 1460m2 B.C. fee - £6,332.51	£1,254,912
McAnely Fuels	Former Customs Station, 31 Monaghan Road, Aughnacloy.	Erection of a supermarket including canopy and fuel pumps (Floor area 1200m2) B.C. fee - £5,650.00	£1,059,400
Market Yard NI	27D William Street, Cookstown.	Erection of 10 Apartments B.C. fee - £3,262.95	£800,000
Donnelly Brothers Ltd	59 Moy Road, Dungannon.	Erection of tyre fitting workshop & raised concrete deck (Floor area 1,000m2) B.C. fee - £3,740.00	£660,000
M Keys Transport	Lungs House, 22 Annagh Road, Clogher.	Extension to industrial unit (Floor area 825m2) B.C. fee - £3,280.00	£567,600

Report on	Entertainment Licensing Applications
Date of Meeting	Tuesday 8th October 2024
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	PJ Fox, Building Control Development Manager Colm Currie, Senior Building Control Officer

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

1.0	**Purpose of Report**
1.1	To update Members on Entertainment Licensing applications across Mid Ulster District Council.
2.0	**Background**
2.1	The Council has responsibility for licensing places of entertainment in accordance with The Local Government (Miscellaneous Provisions) (NI) Order 1985. Entertainment Licensing applications are received on a continued basis across the District. Statutory consultations are carried out with PSNI and NIFRS for each Entertainment Licence application (grant or renewal) submitted.
3.0	**Main Report**
3.1	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. Each application is accompanied by the following documentation: 1 A current Fire Risk Assessment detailing the following: (a) means of escape from premises (b) management responsibilities for day-to-day safety aspects (c) details of review on an annual basis The fire risk assessment submitted is audited by the inspecting officer. 2 Electrical certification is required for the following: (a) General electrical installation (b) Emergency lighting system (c) Fire alarm system

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

6.0	Documents Attached & References
6.1	Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences for September 2024
6.2	Appendix 2 – Schedule of Entertainment Licence applications which have been granted/renewed for September 2024.

Appendix 1–Schedule of applications received for the Grant/Renewal/Variation of Entertainment Licences September 2024

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
G Wells	St Mary's Parochial Hall	53 Knockagin Road, Desertmartin	Annual	Monday To Sunday From 09.00 To 14.00	300
P McGovern	Tirgan Community Recreation & Social Club	36 Tirgan Road, Moneymore	Annual	Monday To Sunday From 10.00 To 01.00	300
G McCulloch	St Swithin's Church Hall	47 Church Street, Magherafelt	14 Unspecified Days	Monday To Sunday From 18.00 To 00.00	380
E O'Neill	Coalisland Parochial Centre	12 Stewartstown Road, Coalisland	14 Unspecified Days	Monday To Sunday From 19.30 To 01.30	600
MUDC	Dungannon Leisure Centre	Circular Road, Dungannon	14 Unspecified Days	Monday To Sunday From 09.00 To 01.00	1450
R Forbes	Thirsty J's	86 Chapel Street, Cookstown	Annual	Monday To Sunday From 12.00 To 01.00	130
S Hudson	Desertmartin Parish Hall	19 Dromore Road, Desertmartin	14 Unspecified Days	Monday To Sunday From 12.00 To 00.00	276

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
M Bradley	The Dugout Bar	94 Main Street, Maghera	Annual	Monday To Saturday From 11.30 To 01.00 Sunday From 12.30 To 01.00	80
C Michael	Maghera Presbyterian Church Hall	7 Meeting House Avenue, Maghera	14 Unspecified Days	Monday To Saturday From 18.00 To 00.00	360
R McMenemy	Moygashel Orange Hall	59 Main Street, Moygashel	Annual	Monday To Friday From 09.00 To 01.30 Saturday From 09.00 To 23.59	100

Office Use
From: 24/08/20204
To: 23/09/2024

Appendix 2 – Schedule of Entertainment Licence applications which have been Granted/Renewed in September 2024

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
George Booth	Railway Bar Beer Garden	67 Union Street Cookstown	Annual	Monday To Sunday From 12.00 To 00.00
Robert Huey	Kildress Parish Hall	6a Wellbrook Road, Cookstown	Any 14 Unspecified Days	Monday To Friday From 12.00 To 01.00 Saturday From 12.00 To 00.00
Ann McCall	St Joseph's Grammar School	58 Castlecaulfield Road, Donaghmore	Any 14 Unspecified Days	Monday To Sunday From 09.00 To 23.00
Desmond & Laura Salley	Salley's Bar & Lounge	86 Moore Street, Aughnacloy	Annual	Monday To Thursday From 11.30 To 11.30

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
				Friday To Saturday From 11.30 To 01.30 Sunday From 11.30 To 23.30
Upperlands Community Development	The Linenhall Centre	67 Kilrea Road, Upperlands	Annual	Monday To Sunday From 10.00 To 02.00
Ryan McGlone	The Tipsy Tap	26-28 Queen Street, Magherafelt	Annual	Monday To Saturday From 11.30 To 01.30 Sunday From 12.30 To 01.30
Henry & Teresa	Mary's Bar	10 Market Street, Magherafelt	Annual	Monday To Saturday From 11.30 To 02.00 Sunday From 12.30 To 01.30

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
Seamus McKeague	The Elk	38-40 Hillhead Road, Toomebridge	Annual	Monday To Saturday From 11.30 To 02.00 Sunday From 12.00 To 01.00
Seamus 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
Victoria Stewart	Lissan Parish Hall	69 Turnaface Road, Moneymore	Any 14 Unspecified Days	Monday To Sunday From 09.00 To 01.00
Fred Hall	RBL Dungannon & Moy Club Ltd	54b Scotch Street, Dungannon	Annual	Monday To Wednesday From 18.00 To 23.00 Thursday From 15.00 To 23.00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
				Friday From 17.00 To 23.00 Saturday From 12.00 To 01.30
Neil & Jennifer Currie	Gribben's Bar	45 Tullyallen Road, Dungannon	Annual	Monday To Saturday From 11.00 To 23.00 Sunday From 11.00 To 10.00
Moneyneena & District Development Initiative	An Rath Dubh	53 Moneyneany Road, Draperstown	Annual	Monday To Thursday From 11.00 To 00.00 Friday To Sunday From 11.00 To 01.00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
Patrick Quinn	The Battery Bar	201 Battery Road, Cookstown	Annual	Monday To Thursday & Sunday From 11.30 To 23.30 Friday & Saturday From 11.30 To 01.00
Brian McAnenly	The Auction Rooms	24 The Square, Moy	Annual	Monday To Sunday From 11.30 To 01.00
Brian Mulligan	Mulligans Bar	19 Moneyneany Road, Draperstown	Annual	Monday To Saturday From 11.30 To 01.00 Sunday From 12.00 To 01.00

Name Of Applicant	Name Of Premises	Address Of Premises	Type Of Licence	Days And Hours Granted
Tony McMulin	Royal British Legion Club	67 Kilrea Road, Upperlands	Annual	Monday To Saturday From 11.00 To 23.00 Sunday From 11.00 To 22.00
Helen O'Neill	Erins Own GAC	56 Quarry Road, Gulladuff	Annual	Monday To Saturday From 12.00 To 01.00 Sunday From 12.00 To 23.00

Report on	Dual Language Signage Surveys
Date of Meeting	8 October 2024
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	PJ Fox, Building Control Development Officer Colm Currie, Senior Building Control Officer

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

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

Name of Street	Cedar Park, Magherafelt
Language Requested	Irish
Date Request Validated	18/05/2024

Survey Request Reported to Environment Committee	27/06/2024
Surveys Issued	14/08/2024
Surveys returned by	11/09/2024
Survey Letters Issued	18
Survey Letters Returned	9
Replies in Favour	6
Replies not in Favour	3
Invalid	0
Valid Returns	9
Percentage in Favour	67%

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 Cedar Park, Magherafelt will be erected.

Name of Street	Millrace Lane, Dungannon
Language Requested	Irish
Date Request Validated	30/04/2024
Survey Request Reported to Environment Committee	27/06/2024
Surveys Issued	14/08/2024
Surveys returned by	11/09/2024
Survey Letters Issued	13
Survey Letters Returned	7
Replies in Favour	5
Replies not in Favour	0
Invalid	2
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 Millrace Lane, Dungannon will be erected.

Name of Street	Roan Avenue, Coalisland
Language Requested	Irish
Date Request Validated	08/05/2024
Survey Request Reported to Environment Committee	27/06/2024

Surveys Issued	14/08/2024
Surveys returned by	11/09/2024
Survey Letters Issued	11
Survey Letters Returned	1
Replies in Favour	1
Replies not in Favour	0
Invalid	0
Valid Returns	1
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 Roan Avenue, Coalisland will be erected.

4.0 Other Considerations

4.1 Financial, Human Resources & Risk Implications

Financial: Within Current Resources

Human: Within Current Resources

Risk Management: None

4.2 Screening & Impact Assessments

Equality & Good Relations Implications: None

Rural Needs Implications: None

5.0 Recommendation(s)

5.1 That Members note the result of the survey for application of Dual Language Nameplates in Irish for the street as detailed below.

Where more than 51 % of occupiers that responded indicated that they were in favour of the erection of dual language signage, nameplates will be erected.

1. **Cedar Park, Magherafelt**
2. **Millrace Lane, Dungannon**
3. **Roan Avenue, Coalisland**

6.0	**Documents Attached & References**
6.1	Appendix 1 - Policy for Dual Language Nameplate Signage
6.2	Appendix 2 - Dual Language Nameplate Translation for each Street/Road
6.3	Appendix 3 – Map of each Street/Road were Dual Language Nameplate Signage to be installed and ward details

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

Policy on Dual Language Nameplate Signage

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

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5.0	Dual Language Signage Nameplates	
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8.0	Support & Advice	
9.0	Communication	
10.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
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B	Dual Language Signage Nameplates: *Procedure*	
C	Name Plate Layout	
D	Accessiblity Statement	
E	Sample of correspondance	

1.0 Introduction

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

(i) Erection of dual language Street signage

2.0 Policy Aim & Objectives

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

2.2 **Policy Objectives:**

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Signage requirements.

- To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English.

- To facilitate a process that considers requests from residents to have their street sign displayed in their chosen language as well as in English.

3.0 Policy Scope and Legislative Framework

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

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

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

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

4.0 Linkage to Corporate Plan

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

5.0 Dual Language Signage Nameplates

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

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

5.3 Criteria - General

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

1. Have regard to any views on the matter expressed by occupiers of the street.

2. For the purposes of the policy, surveys will be issued to all occupiers (the age of 18 or over) of each dwelling where any person resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which is numbered directly off the adjoining street, hereafter referred to as 'property'. Only the views of the occupiers aged 18 or over for each property that is occupied and listed on the Electoral Register at the date of survey will be considered.

3. In relation to properties, the 'occupier' will include the owner and family members or tenants as listed on the current Electoral / Rates Register as residing at that address or tenants in actual possession of the premises, but not employees within such premises at the date of the survey.

4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person

or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.

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

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

5.5 Where an applicant does not have English as their first language, information in relation to this policy can be provided in an alternative language. Applications can be accepted in alternative languages if required by the applicant. Please see Appendix D for details.

5.6 Applications for Dual Language Signage will be processed in accordance with the Procedure as outlined in Appendix B

6.0 Roles and Responsibilities

6.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.

6.2 **Building Control Service:** shall be responsible for implementing arrangements to administer requests to have an existing name of a Street erected in a language other than English;

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

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

7.2 Rural Needs Impact

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

7.3 Staff & Financial Resources

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

8.0 Support and Advice

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

9.0 Communication

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

10.0 Monitoring and Review Arrangements

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

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

(a) obscures, pulls down or defaces any nameplate erected under paragraph (1) or (2);

(b) erects in any street any nameplate showing as the name of the street a name different from that in any nameplate erected in the street under paragraph (1) or (2); or

(c) erects in any street any nameplate purporting to show the name of the street, without the authorisation of the council for the district in which the street is situated,

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

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

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

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

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

(10) In this Article—

"nameplate" includes any means of signifying a name in writing; "street" includes any road, square, court, alley, passage or lane.

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

(a) to erect it on any building or in such other manner as the council thinks fit; and

(b) to cause it to be erected by any person authorised in that behalf by the council.

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

(a) sections 64 and 65 of the Towns Improvement Clauses Act 1847[F6];

(b) in section 38 of the Towns Improvement (Ireland) Act 1854[F7] the words "naming the streets and numbering the houses and also so much thereof as relates to";

(c) section 21 of the Public Health Acts Amendment Act 1907[F8];

(d) section 19 of the Public Health and Local Government (Miscellaneous Provisions) Act (Northern Ireland) 1949[F9]; and

(e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings

Appendix B
Dual Language Signage Nameplates: *Procedure*

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

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

1. A valid letter, signed by an occupier of the street must be made to Council to enable this matter to be considered. Requests should be made to the Building Control Service within the Public Health and Infrastructure Department. A letter of request shall be valid if; it is from an occupier who appears on the Electoral Register as maintained by the Electoral Office for NI; the applicant's address is referenced on the letter and; the individual's name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A letter may be received by email but it must be attached as a file and signed. The Council shall not accept a request made within the body of an email.

2. The Environment Committee will receive notification of submitted requests by way of valid letters as referenced at 1, above. A letter will be deemed to be valid where it is submitted by a minimum of one householder on that street.
   The Environment Committee will be informed of requests which have been validated and are proceeding to survey.

3. Following validation, the Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household (See Appendix E)

4. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys which has been signed and name printed as required, must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.

5. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected

6. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will not be approved or erected

7. In specific circumstances a report may be brought to the Environment Committee to determine an application where there are particular issues requiring the Members consideration

8. If the request is refused by those households surveyed, further requests will not be considered until the expiry of 12 months from the date at which the Environment Committee refuses it.

9. Where a request for Irish Language signage, the Irish Language Section within Department of Culture and Arts and/or an approved translator will provide the translation of the street name. Any other language shall be obtained from an approved translation service the cost of which will be notified to the Environment Committee when receiving the report on the outcome of the survey. The second language will not be used to express the name of the street for statutory purposes.

10. The layout, font and size of lettering of the second language shall be in accordance with that as shown in Appendix C.

11. Following the Council's decision with regards to the request on Dual Language Signage for a particular street/road, the outcome will be published on the Council Website. Where requested, written confirmation of the decision will be forwarded to relevant households.

12. Where agreed, a new dual language nameplate will be erected at the start and finish of the street or road in question and at such points along it as required e.g. at other road junctions, in accordance with any operational requirements as determined by the Property Services Team.

Appendix C
Name Plate Layout

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

Mono-Lingual New Road / Street Signage

Example signage

Specification

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

Dual Language Street Signage

Example signage

Specification

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

Appendix D- Accessibility Statement

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

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

19 February 2019

Our Ref:- «Ref»

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

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

Dear Sir/Madam

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

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

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

Our records would indicate that you meet the above criteria.

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

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

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

Tel: 03000 132 132 (Ext 22208)

Email: willie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson

W Wilkinson
Head of Building Control

Enc

Cookstown Office
Burn Road
Cookstown
BT80 8DT

Dungannon Office
Circular Road
Dungannon
BT71 6DT

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132

info@midulstercouncil.org
www.midulstercouncil.org

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

19 February 2019

Our Ref:- MUDL0078

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

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

Dear Sir/Madam

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

Thank you for your time completing this survey.

Yours faithfully

W Wilkinson

W Wilkinson
Head of Building Control

Options

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

   ☐

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

   ☐

   Print Name: _____

   Address: _____

   Signature: _____

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

☐

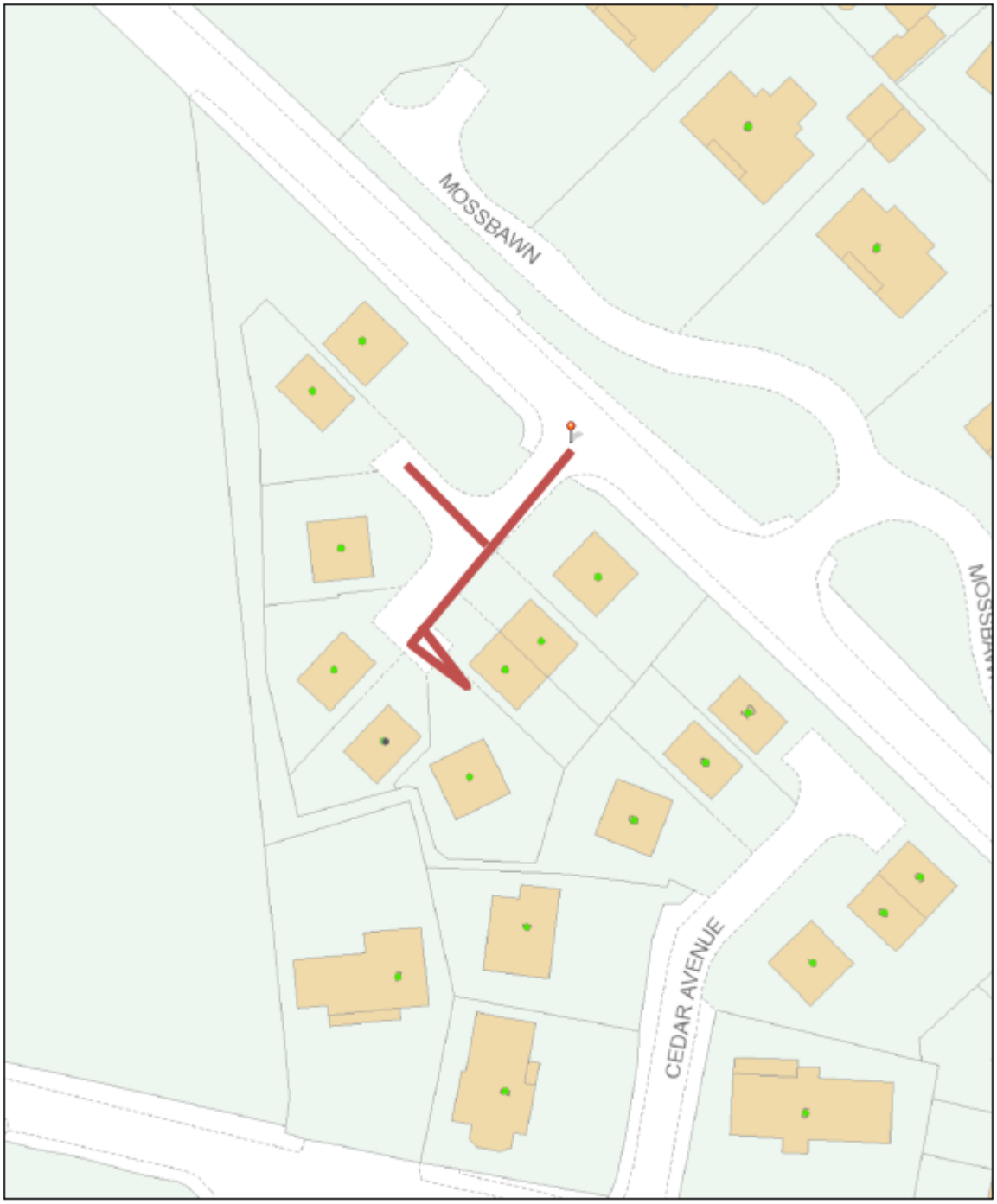
Appendix 2 – Dual Language Nameplate Translation for each Street/Road

	Current Name	Irish Translation
Road	Cedar Park, Magherafelt	Páirc an Chéadrais
Townland	Town Parks Of Magherafelt	Páirceanna Baile Mhachaire Fíolta

	Current Name	Irish Translation
Road	Millrace Lane, Dungannon	Lána Thraoth an Mhuilinn
Townland	Lisnahull	Lios an Choill

	Current Name	Irish Translation
Road	Roan Avenue, Coalisland	Ascaill an Ruáin
Townland	Roughan	Ruachán

Cedar Park, Magherafelt

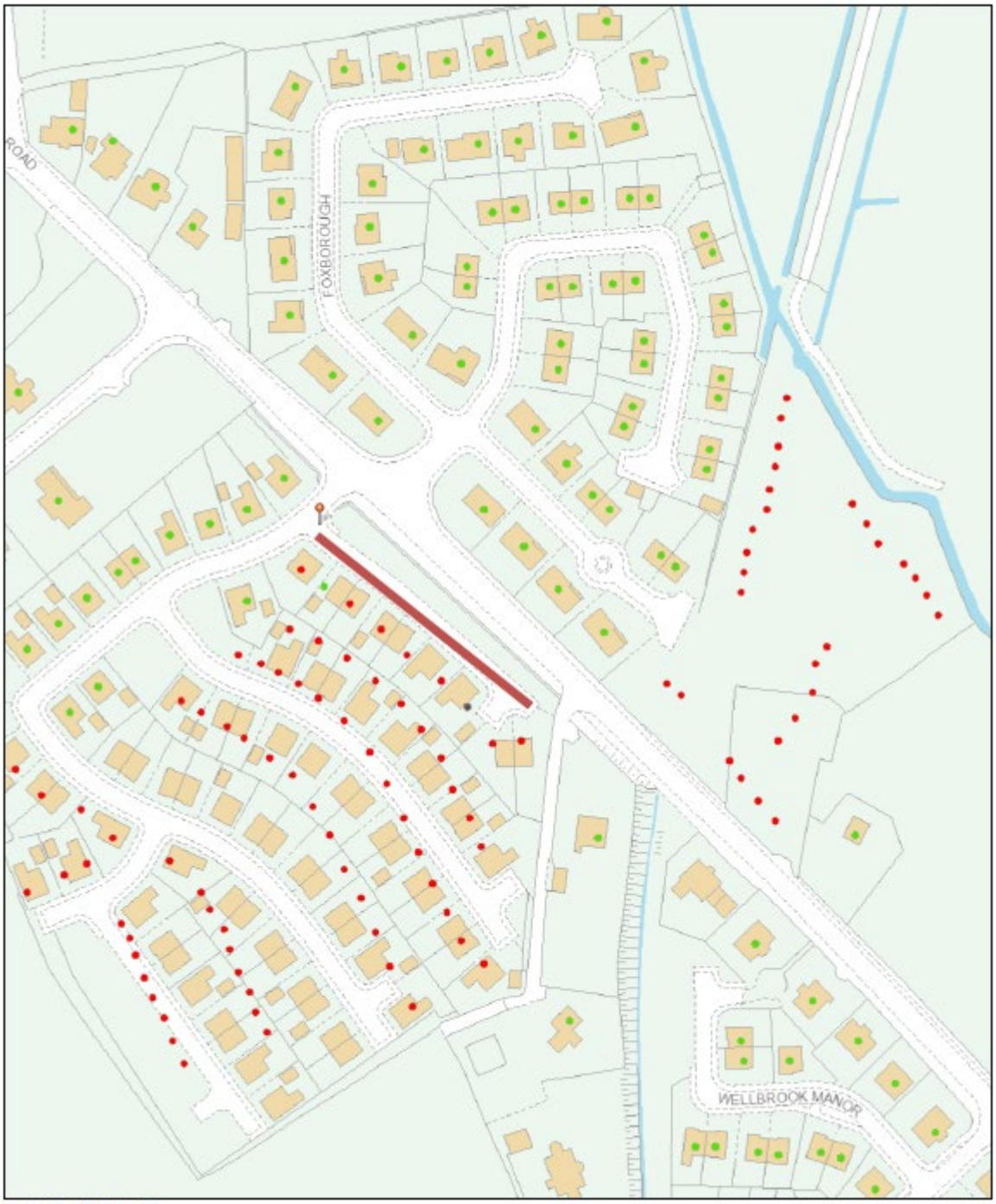


District Electoral Area: Magherafelt

MUDC Ward: Glebe

Ward Code: N08000921

Millrace Lane, Dungannon



District Electoral Area: Dungannon

MUDC Wards: Ballysaggart & Mullaghmore

Ward Code: N08000906 & N08000930

Roan Avenue, Coalisland

District Electoral Area: Torrent

MUDC Ward: Coalisland North

Ward Code: N08000912

Report on	Dual Language Signage Requests
Date of Meeting	8 October 2024
Reporting Officer	Terry Scullion, AD Property Services
Contact Officer	PJ Fox, Building Control Development Manager Colm Currie, Senior Building Control Officer

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

1.0	**Purpose of Report**
1.1	To advise Members of requests for Dual Language Signage from residents on the streets/roads in question.
2.0	**Background**
2.1	In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English.
2.2	The Policy for Dual Language Nameplate Signage as adopted forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets.
2.3	In accordance with the Policy as adopted, the Environment Committee will be informed of requests which have been validated and are proceeding to survey.
3.0	**Main Report**
3.1	The Building Control Service within the Environment Directorate have received valid letters signed by the occupiers of the streets below requesting signage to be erected in a second language being "Irish" in each case adjacent to the nameplate in English as follows: - 1. Woodland Drive, Cookstown 2. Rehaghy Road, Aughnalcoy 3. Kilnaslee Road, Galbally 4. Rossin View, Donaghmore 5. School Lane, Coalisland
3.2	The occupiers signing the requests in these cases have been confirmed as residents of their particular street which has been evidenced by their listing on the current Electoral Register as required in accordance with the Policy as adopted, see letters of request attached in Appendix 2-6.
3.3	It should also be noted that the Electoral Office are only permitting access to members of the public including Officers of the Council for 60 minutes per visit. In

	addition, the time required to gain the necessary information has increased considerably due to the number of individuals that have been recently added to the Electoral Register.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	**Recommendation(s)**
5.1	That Members note the content of this report.
6.0	**Documents Attached & References**
6.1	Appendix 1 – Policy for Dual Language Nameplate Signage
6.2	Appendix 2 - Letter received from a resident of Woodland Drive, Cookstown
6.3	Appendix 3 - Letter received from a resident of Rehaghy Road, Aughnalcoy
6.4	Appendix 4 - Letter received from a resident of Kilnaslee Road, Galbally
6.5	Appendix 5 - Letter received from a resident of Rossin View, Donaghmore
6.6	Appendix 6 - Letter received from a resident of School Lane, Coalisland
6.7	Appendix 7 – Maps indicating streets/ roads and associated District Electoral Areas and MUDC Electoral Wards

Comhairle Ceantair Lár Uladh Mid Ulster District Council

Policy on Dual Language Nameplate Signage

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

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6.0	Roles & Responsibilities	
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8.0	Support & Advice	
9.0	Communication	
10.0	Monitoring & Review Arrangements	

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B	Dual Language Signage Nameplates: *Procedure*	
C	Name Plate Layout	
D	Accessiblity Statement	
E	Sample of correspondance	

1.0 Introduction

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

(i) Erection of dual language Street signage

2.0 Policy Aim & Objectives

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

2.2 **Policy Objectives:**

- To facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Signage requirements.

- To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English.

- To facilitate a process that considers requests from residents to have their street sign displayed in their chosen language as well as in English.

3.0 Policy Scope and Legislative Framework

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

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

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

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

4.0 Linkage to Corporate Plan

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

5.0 Dual Language Signage Nameplates

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

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

5.3 Criteria - General

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

1. Have regard to any views on the matter expressed by occupiers of the street.

2. For the purposes of the policy, surveys will be issued to all occupiers (the age of 18 or over) of each dwelling where any person resides in a dwelling, including a house, flat, maisonette or house in multiple occupancy and which is numbered directly off the adjoining street, hereafter referred to as 'property'. Only the views of the occupiers aged 18 or over for each property that is occupied and listed on the Electoral Register at the date of survey will be considered.

3. In relation to properties, the 'occupier' will include the owner and family members or tenants as listed on the current Electoral / Rates Register as residing at that address or tenants in actual possession of the premises, but not employees within such premises at the date of the survey.

4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person

or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.

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

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

5.5 Where an applicant does not have English as their first language, information in relation to this policy can be provided in an alternative language. Applications can be accepted in alternative languages if required by the applicant. Please see Appendix D for details.

5.6 Applications for Dual Language Signage will be processed in accordance with the Procedure as outlined in Appendix B

6.0 Roles and Responsibilities

6.1 **Director of Public Health and Infrastructure:** shall have responsibility for implementation of this policy by Mid Ulster District Council, through the Building Control Service.

6.2 **Building Control Service:** shall be responsible for implementing arrangements to administer requests to have an existing name of a Street erected in a language other than English;

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

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

7.2 Rural Needs Impact

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

7.3 Staff & Financial Resources

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

8.0 Support and Advice

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

9.0 Communication

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

10.0 Monitoring and Review Arrangements

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

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

(a) obscures, pulls down or defaces any nameplate erected under paragraph (1) or (2);

(b) erects in any street any nameplate showing as the name of the street a name different from that in any nameplate erected in the street under paragraph (1) or (2); or

(c) erects in any street any nameplate purporting to show the name of the street, without the authorisation of the council for the district in which the street is situated,

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

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

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

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

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

(10) In this Article—

"nameplate" includes any means of signifying a name in writing; "street" includes any road, square, court, alley, passage or lane.

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

(a) to erect it on any building or in such other manner as the council thinks fit; and

(b) to cause it to be erected by any person authorised in that behalf by the council.

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

(a) sections 64 and 65 of the Towns Improvement Clauses Act 1847[F6];

(b) in section 38 of the Towns Improvement (Ireland) Act 1854[F7] the words "naming the streets and numbering the houses and also so much thereof as relates to";

(c) section 21 of the Public Health Acts Amendment Act 1907[F8];

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(e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings

Appendix B
Dual Language Signage Nameplates: *Procedure*

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

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

1. A valid letter, signed by an occupier of the street must be made to Council to enable this matter to be considered. Requests should be made to the Building Control Service within the Public Health and Infrastructure Department. A letter of request shall be valid if; it is from an occupier who appears on the Electoral Register as maintained by the Electoral Office for NI; the applicant's address is referenced on the letter and; the individual's name is clearly stated and the letter has been signed by the petitioner (who must be an occupier of premises on the street). A letter may be received by email but it must be attached as a file and signed. The Council shall not accept a request made within the body of an email.

2. The Environment Committee will receive notification of submitted requests by way of valid letters as referenced at 1, above. A letter will be deemed to be valid where it is submitted by a minimum of one householder on that street.
   The Environment Committee will be informed of requests which have been validated and are proceeding to survey.

3. Following validation, the Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household (See Appendix E)

4. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys which has been signed and name printed as required, must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.

5. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected

6. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are not in favour of the erection of a dual-language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will not be approved or erected

7. In specific circumstances a report may be brought to the Environment Committee to determine an application where there are particular issues requiring the Members consideration

8. If the request is refused by those households surveyed, further requests will not be considered until the expiry of 12 months from the date at which the Environment Committee refuses it.

9. Where a request for Irish Language signage, the Irish Language Section within Department of Culture and Arts and/or an approved translator will provide the translation of the street name. Any other language shall be obtained from an approved translation service the cost of which will be notified to the Environment Committee when receiving the report on the outcome of the survey. The second language will not be used to express the name of the street for statutory purposes.

10. The layout, font and size of lettering of the second language shall be in accordance with that as shown in Appendix C.

11. Following the Council's decision with regards to the request on Dual Language Signage for a particular street/road, the outcome will be published on the Council Website. Where requested, written confirmation of the decision will be forwarded to relevant households.

12. Where agreed, a new dual language nameplate will be erected at the start and finish of the street or road in question and at such points along it as required e.g. at other road junctions, in accordance with any operational requirements as determined by the Property Services Team.

Appendix C
Name Plate Layout

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

Mono-Lingual New Road / Street Signage

Example signage

Specification

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

Dual Language Street Signage

Example signage

Specification

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

Appendix D- Accessibility Statement

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

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

19 February 2019

Our Ref:- «Ref»

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

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

Dear Sir/Madam

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

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

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

Our records would indicate that you meet the above criteria.

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

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

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

Tel: 03000 132 132 (Ext 22208)

Email: willie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson

W Wilkinson
Head of Building Control

Enc

Cookstown Office
Burn Road
Cookstown
BT80 8DT

Dungannon Office
Circular Road
Dungannon
BT71 6DT

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132

info@midulstercouncil.org
www.midulstercouncil.org

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

19 February 2019

Our Ref:- MUDL0078

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

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

Dear Sir/Madam

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

Thank you for your time completing this survey.

Yours faithfully

W Wilkinson

W Wilkinson
Head of Building Control

Options

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

   ☐

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

   ☐

   Print Name: _____

   Address: _____

   Signature: _____

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

☐

Appendix 2 - Letter received from a resident of Woodland Drive, Cookstown

Dear Council

I would like to start the process off to consider whether Woodland Drive can have a dual language sign to include Irish.

Yours Sincerely

[redacted]

(Inhabitant of [redacted] Woodland Drive, Cookstown, BT80 8PL)

Mid Ulster District Council
-9 AUG 2024
Building Control Department
(Magherafelt Office)

Appendix 3 - Letter received from a resident of Rehaghy Road, Augnhacloy

[redacted]
REHAGHY ROAD
AUGHNACLOY
BT 69 6ET
12/8/2024

My name is [redacted], I live at Rehaghy Road, Rehaghy Aughnacloy. I would like a dual language Irish survey for the Rehaghy road, [redacted]

Mid Ulster District Council
14 AUG 2024
Building Control Department
(Magherafelt Office)

Appendix 4 - Letter received from a resident of Kilnaslee Road, Galbally

[redacted] Kilnaslee Road
Galbally
Dungannon
BT 70 2UD

14th August 2024

Building Control Service,
Mid Ulster Council,
Ballyronan Road
Magherafelt
BT 45 6EN

I request dual language signage (Irish/English) for Kilnaslee Road, Galbally, Tyrone.

Yours,

[redacted]

Mid Ulster District Council
15 AUG 2024
Building Control Department
(Magherafelt Office)

Appendix 5 - Letter received from a resident of Rossin View, Donaghmore

[redacted]
[redacted] Rossin View
Donaghmore
BT70 1SZ

I [redacted] wish to apply for an Irish dual language sign for the above address and street.

Kind regards
[redacted]

[redacted]

Mid Ulster District Council
16 AUG 2024
Building Control Department
(Magherafelt Office)

Appendix 6 - Letter received from a resident of School Lane, Coalisland

[redacted] School Lane
Coalisland
Co. Tyrone
BT71 4NW

Dear Sir/Madam.

I am a resident of School Lane, Coalisland and would like to request an Irish dual language signage for the end of our road.

Thank you for your help

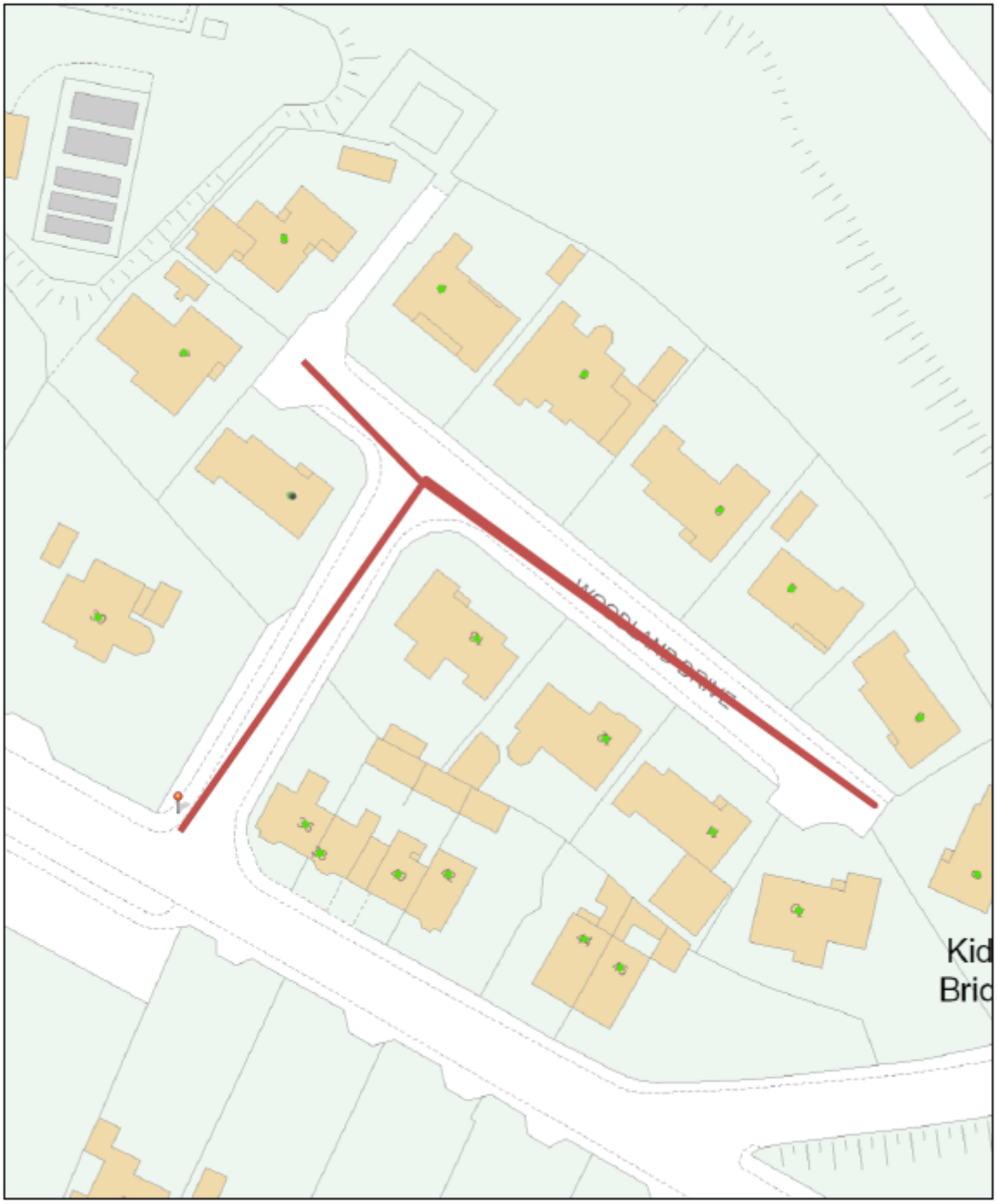
[redacted]

Mid Ulster District Council

Building [illegible]
(Magh[illegible]

Appendix 7 Location Maps of Requested Roads/Streets with associated District Electoral Areas and MUDC Electoral Wards

Woodland Drive, Cookstown

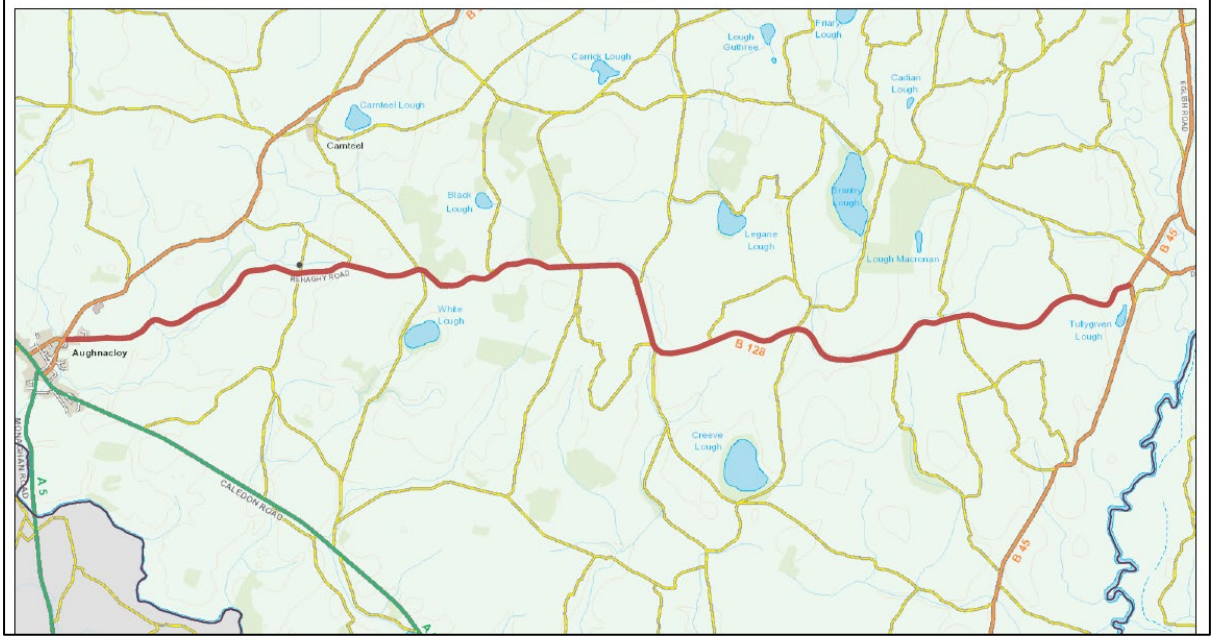


District Electoral Area: Cookstown

MUDC Ward: Cookstown East

Ward Code: N08000914

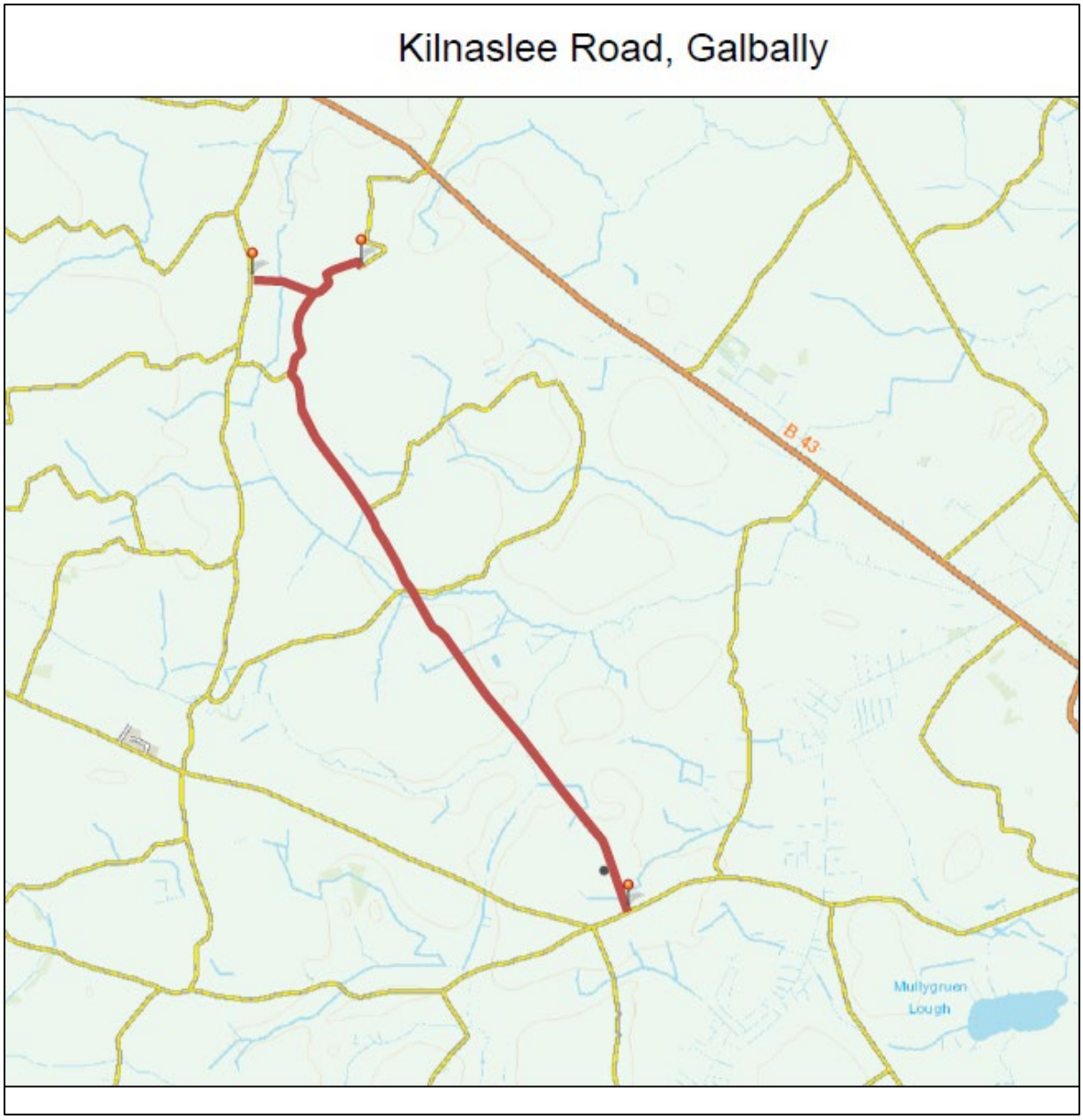
Rehaghy Road, Aughnacloy



District Electoral Area: Clogher Valley

MUDC Wards: Aughnacloy & Caledon

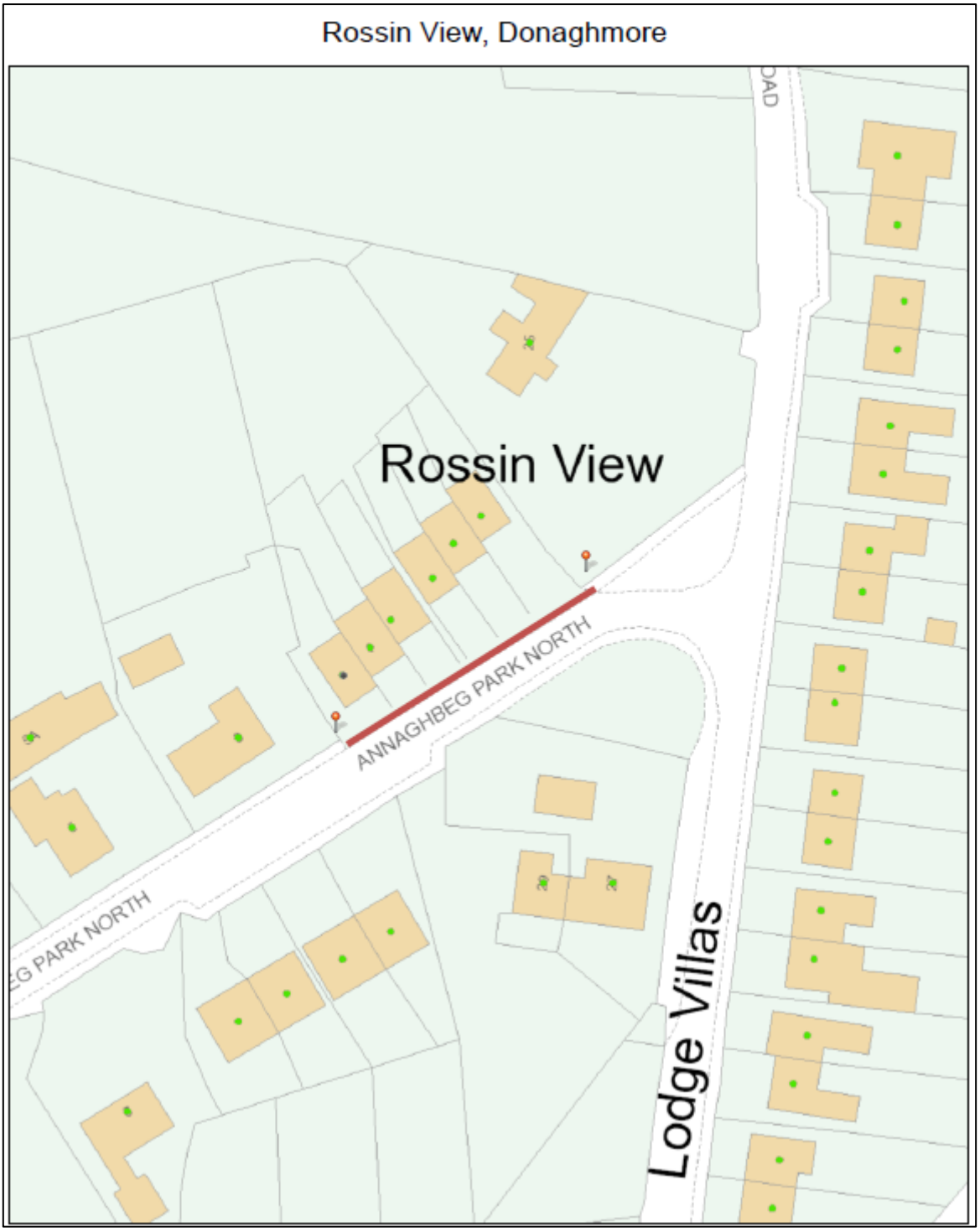
Ward Code: N08000903 & N08000908



District Electoral Areas: Clogher Valley & Torrent

MUDC Ward: Castlecaulfield & Donaghmore

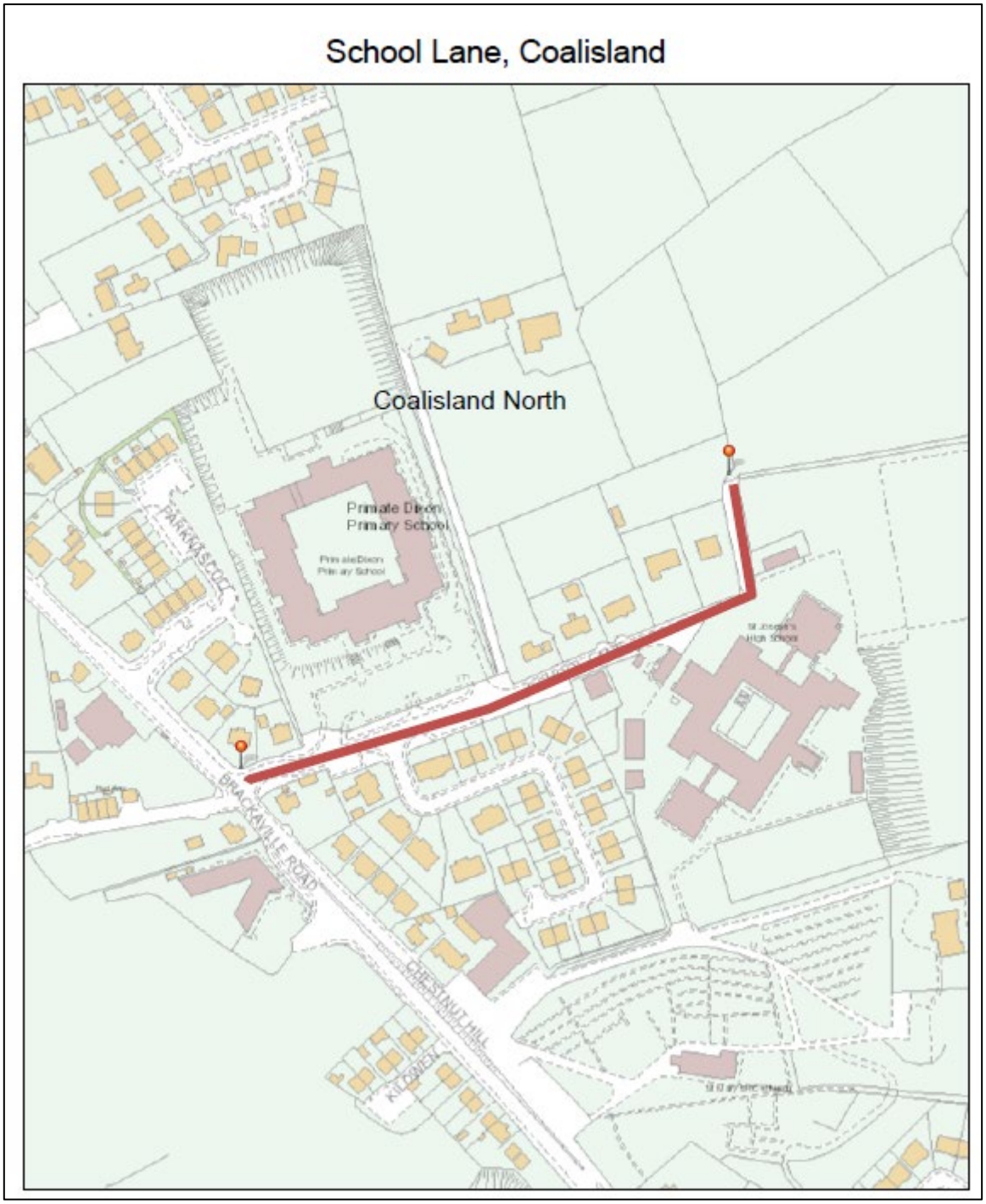
Ward Code: N08000909 & N08000918



District Electoral Area: Clogher Valley

MUDC Ward: Castlecaulfield

Ward Code: N08000909



District Electoral Area: Torrent

MUDC Ward: Coalisland North

Ward Code: N08000912