



09 March 2021

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Magherafelt and by virtual means Council Offices, Ballyronan Road, Magherafelt, BT45 6EN on Tuesday, 09 March 2021 at 19:00 to transact the business noted below.

In accordance with the spirit of the recent COVID restriction, Members are strongly encouraged to join virtually as the preferred option. Should you need to attend in person then provision will be made at the Council Offices, Magherafelt. Please notify Democratic Services in advance if this is the case.

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

Yours faithfully

Adrian McCreesh  
Chief Executive

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## AGENDA

### OPEN BUSINESS

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

### Matters for Decision

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**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

20. Full Business Case (FBC) for the Development of Waste Management Infrastructure for Kerbside Collected Recyclates
21. Tender for Grave Digging & Associated Works
22. Review of Policy on Dual Language Nameplate Signage
23. Entertainment Licensing
24. Appointment of Mid Ulster - Ageing Well Contract
25. Public Analyst Services for the 11 District Councils

#### Matters for Information

26. Confidential Minutes of Environment Committee held on 9 February 2021
27. Capital Framework – ICT Contracts Update
28. Capital Framework – IST Contracts Update
29. Capital Projects – Scoping Contracts Update

<b>Report on</b>	Proposed Kerbside Recycling Trial Project
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To seek approval to undertake a kerbside refuse/recycling trial based on an increased capacity for recyclables alongside a reduced capacity for residual waste.
<b>2.0</b>	<b>Background</b>
2.1	In 2019/20 Mid Ulster District Council achieved a household waste recycling rate of 58.8% (the highest rate of all eleven Councils in N Ireland) alongside a household landfill rate of 3.7% (the lowest rate of all local Councils) placing the Council at the top of the league for waste management performance for the fifth year running.
2.2	<p>However, the Waste (Circular Economy) (Amendment) Regulations (Northern Ireland) 2020 which came into effect on 18<sup>th</sup> December 2020 set the following revised targets for recycling and landfill reduction in relation to municipal waste:</p> <ul style="list-style-type: none"> <li>(i) <i>by 2025, the preparing for re-use and the recycling of municipal waste shall be increased to at least 55% by weight;</i></li> <li>(ii) <i>by 2030, the preparing for re-use and the recycling of municipal waste shall be increased to at least 60% by weight;</i></li> <li>(iii) <i>by 2035, the preparing for re-use and the recycling of municipal waste shall be increased to at least 65% by weight; and</i></li> <li>(iv) <i>by 2035 measures the amount of municipal waste landfilled shall be reduced to 10% or less of the total amount of municipal waste generated</i></li> </ul>
2.3	Whilst we have already exceeded (from a household waste perspective) the 55% target set for 2025 and it is hoped to achieve the 60% target set for 2030 in 2022 further work will be required to achieve the longer term target of 65% set for 2035. It should be noted these revised targets are based on municipal waste which includes commercial waste similar in nature i.e. not just waste from households.
<b>3.0</b>	<b>Main Report</b>

3.1	<p>Two documents relevant to the proposal outlined in this paper were presented to the Environment Committee meeting in September 2020 namely:</p> <ul style="list-style-type: none"> <li>(i) Response to DAERA consultation on Future Recycling and Separate Collection of Waste of a Household Nature in Northern Ireland and;</li> <li>(ii) Revised Waste Collection Service Policy for Mid Ulster District Council</li> </ul>
3.2	<p>With regard to (i) above proposal 6 of the consultation stated that <i>“All Councils in Northern Ireland should be required to restrict capacity for residual waste from households to help divert more materials into the recycling waste streams”</i>.</p>
	<p>Our response to the consultation agreed with the option that Councils should be required to restrict residual waste capacity, but on the condition of also enhancing the recycling collections (it was noted that enhancements to recycling collections could be made by either increasing the range of materials collected, increasing the frequency of the recycling collections, or increasing the available recycling container capacity). Whilst we are waiting on DAERA to publish a summary of the consultation responses and their views on same it is likely that this proposal will feature prominently in some form in future waste management policy for N Ireland.</p>
3.3	<p>In relation to (ii) above section 7.2.4 of our new Waste Collection Policy states that <i>“The Council reserves the right to decrease of residual waste capacity and/or increase recyclable waste capacity for householders as is necessary to meet future legislative waste management targets”</i>.</p>
3.4	<p>It is therefore proposed to undertake a kerbside refuse/recycling trial based on an increased capacity for recyclables alongside a reduced capacity for residual waste to test the effectiveness of such service provision for potential roll out in the future.</p>
3.5	<p>Due to cost and logistics the proposed trial will be relatively small scale in nature to include approximately 500 households making up almost half of an urban route. The alternative refuse/recycling service provision to be trialled would be based on:</p> <ul style="list-style-type: none"> <li>(i) The provision of a smaller 180 litre black bin for residual waste to replace the larger 240 litre container (which will be removed from the householder) to be emptied on the existing fortnightly collection cycle and</li> <li>(ii) The provision of a second 240 litre blue bin for mixed recyclable waste (in addition to the existing 240 litre container) to be emptied on the existing fortnightly collection cycle on alternate weeks to the black bin.</li> </ul>
	<p>Therefore, overall waste storage capacity would increase by 180 litres per fortnight.</p>
3.6	<p>The route selected will be based in Magherafelt town for the following reasons:</p> <ul style="list-style-type: none"> <li>(i) no future route optimisation/changes are planned in this area</li> <li>(ii) this area has responded well to recycling initiatives in the past</li> <li>(iii) some good background data exists on waste compositional analysis</li> </ul>

3.7	The timing of the trial will be dependent on a return to normality following the current pandemic as this is currently impacting on waste generation at home.
<b>4.0</b>	<b>Other considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	<p>Financial:</p> <p>The cost of providing the additional wheeled bins (approximately £27k) will be met through the Recycling Fund annual payment (£30k) provided under the terms and conditions of our residual waste treatment contract with Regen Waste, Newry.</p> <p>It is envisaged that the trial, if successful, will lead to an overall reduction in waste processing costs i.e. the extra costs of processing the additional recyclable waste will be more than offset by a reduction in the tonnage of residual waste processed.</p>
	<p>Human:</p> <p>The additional resources required i.e. time taken to empty second blue bins will be monitored as part of the trial and fed back into the overall cost/benefit analysis.</p>
	<p>Risk Management:</p> <p>From a health and safety perspective a route where blue bins are presently on their own will be selected to reduce any potential issues with collection points.</p>
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	<p>Equality &amp; Good Relations Implications:</p> <p>The alternative kerbside service provision will be trialled to approx. 500 households</p>
	<p>Rural Needs Implications:</p> <p>It will be necessary to select an urban route for the reasons outlined at section 3.6</p>
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	It is therefore recommended that approval is granted to undertake a kerbside refuse/recycling trial based on an increased capacity for recyclables alongside a reduced capacity for residual waste to approximately 500 households in Magherafelt.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	None



<b>Report on</b>	Fees for Entertainment Licences
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	William Wilkinson

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To advise Members on a Determination issued by the Department of Communities In relation to Fees for Entertainment Licences.
<b>2.0</b>	<b>Background</b>
2.1	The Council is empowered to process and issue Entertainment Licences in accordance with the “Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985 – Schedule 1”.
2.2	Entertainment Licences are renewed on an annual basis for all relevant venues with the renewal date for licences varying throughout the year across the District.
2.3	Due to the current Covid-19 Pandemic many venues have been unable to open or in certain cases have limited activity in line with Government Guidance. This has resulted in financial loss to the licensees which has been highlighted to the Councils as well as the Department for Communities.
2.4	In September 2020, the Environment Committee agreed to permit the issue of renewal of licences up to a maximum period of 3 months beyond the expiry date of the existing licence. It had been considered that there was limited options available to the Council within the legislation in terms of being able to assist licensees.
<b>3.0</b>	<b>Main Report</b>
3.1	Correspondence has been received from the “Department for Communities” (see Appendix 1) which recognises the hardship currently being experienced by the hospitality industry. As a result, the Minister for Communities, Deirdre Hargey MLA, has considered a number of options on this issue, and has decided that the Department will amend the licensing fees structure to introduce a nominal fee of £1 for the renewal of applications only. This will come into effect on 6 <sup>th</sup> April 2021 and will remain in place for the duration of the 2021/22 financial year.
3.2	With the introduction of a nominal £1 fee for the renewal of a Full or Occasional Licence, depending on the size and type of licence, this will result in a saving to the applicant of anything in the range from £49 for a small venue (holding not more than 100 persons) for an occasional licence to £999 for large venues (holding over 1000 persons) for a full licence.
3.3	It has been indicated that this financial arrangement will be subject to review early next year to determine whether there is a need to extend the measure beyond this period.

3.4	Any potential loss of income incurred is intended to be met from funding provided by the Executive as a means of supporting local Councils with their financial pressures in respect of lost income and exceptional costs as a result of the COVID-19 pandemic.
3.5	To ensure that all licensees can avail of the opportunity to submit an application for the renewal of their Entertainment licence in line with the proposed reduced fee, it may be necessary to adjust/reduce the additional period of 3 months as agreed at the Environment Committee in September 2020.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: As detailed within the correspondence, it is anticipated that any potential loss of income to the Council will be met by the Executive.
	Human: Within Current Resources
	Risk Management: None
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	It is recommended that Members agree to the reduction in fees for the renewal of Entertainment Licence as detailed in the Determination issued by the Department for Communities (see Appendix 1) for the Financial Year 2021/22.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Local Government Circular re: Fees for Entertainment Licences – Determination [Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985]





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10 February 2021

Dear Chief Executive

**LOCAL GOVERNMENT CIRCULAR 4/2021**

**FEES FOR ENTERTAINMENT LICENCES – DETERMINATION**

**(LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NORTHERN IRELAND) ORDER 1985)**

As you know, Article 3 and Schedule 1 to the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985, as amended by Article 52 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1992, make provision that certain specified entertainments shall not be provided at places, except under, and in accordance with, the terms, conditions and restrictions that are included in entertainment licences granted by district councils. The legislation also requires that any application for the grant, renewal, transfer or variation of an entertainments shall be accompanied by such fee as the Department for Communities may from time to time determine.

Towards the end of last year, representations were made to the Minister for Communities by one of the trade bodies for the hospitality industry, seeking easements to the costs of entertainment licences in order to alleviate hardship being experienced by the industry as a result of COVID-19 restrictions. That many businesses were struggling with the cost of renewing their entertainment licences was confirmed by councils in their responses to a request from the Department in December last for some brief detail on licences issued in 2020. Indeed, some councils have already introduced measures to help with the renewal of licences, including the deferral of fees,



suspending the requirement to advertise applications in the local press, and extending the period for which existing licences remain in force.

The Minister for Communities, Deirdre Hargey MLA, having considered a number of options on this issue, has decided that the Department will amend the licensing fees structure to introduce a nominal fee of £1 for renewal applications only, for all categories of entertainment licence, with effect from 6 April 2021. The reduction will remain in place for the duration of the 2021/2022 financial year and will be subject to review early next year to determine whether there is a need to extend the measure beyond this period. This temporary easement directly addresses the issue of costs to businesses, applies some consistency across all council areas, and keeps the arrangement within the scope of the current legislation.

It is appreciated that councils have already lost a significant portion of their income from entertainment licensing fees during 2020 as a result of the Covid-19 restrictions on the hospitality industry. It is also accepted that the introduction of this measure will result in a further loss of income from this source during the year to come. However, councils should continue to notify this Department of any potential loss of income incurred which can be met from funding provided by the Executive to support local councils with their financial pressures in respect of lost income and exceptional costs as a result of the COVID-19 pandemic.

Details of the revised fees, **effective from 6 April 2021**, are set out in the attached formal determination.

Yours sincerely

**LIAM QUINN**  
**SOCIAL POLICY UNIT**

# LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) (NORTHERN IRELAND) ORDER 1985

## DETERMINATION OF FEES FOR ENTERTAINMENT LICENCES

The Department for Communities, in exercise of the powers conferred by Article 3 of, and paragraph 5(2)(c) of Schedule 1 to, the Local Government (miscellaneous Provisions) (Northern Ireland) Order 1985<sup>1</sup>, as amended by Article 52 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1992<sup>2</sup>, hereby determines that, with effect from 6 April 2021, the fees to accompany an application to a district council for the grant, renewal, transfer or variation of an entertainments licence shall be the amounts specified in the following table:

**TABLE**

	<b>Occasional Licence Fee<sup>3</sup></b>	<b>Full Licence Fee<sup>4</sup></b>	<b>Renewal of a Full or Occasional Licence Fee</b>
	<b>£</b>	<b>£</b>	<b>£</b>
An application relating to an indoor place of entertainment to which paragraph 1(2)(a), (b) or (d) and (6) of the above mentioned Schedule applies, where that place or premises (as the case may be) may hold:			
- Not more than 100 persons;	50	100	1
- 101 to 200 persons;	75	150	1
- 201 to 300 persons;	125	250	1
- 301 to 500 persons;	200	400	1
- 501 to 1,000 persons; and	375	750	1
- Over 1,000 persons	500	1,000	1

	<b>Licence Fee</b>	<b>Renewal Licence Fee</b>
	<b>£</b>	<b>£</b>
An application relating to an indoor place of entertainment to which paragraph 1(2)(c) and (6) of the above mentioned Schedule applies (i.e. a circus).	50	1
An application relating to an indoor place of entertainment to which paragraph 1(4) and (6) of the above mentioned Schedule applies (i.e. where machines for entertainment or amusement, or equipment for the playing of billiards, pool, snooker or other similar games, are provided).	100	1

<sup>1</sup> S.I. 1985/1208 (N.I. 15)

<sup>2</sup> S.I. 1992/810 (N.I. 6)

<sup>3</sup> A licence granted under paragraph 4(2) of the above mentioned Schedule (i.e. an occasional licence)

<sup>4</sup> A licence granted under paragraph 3 of the above mentioned Schedule.

An application relating to an indoor place of entertainment of any capacity for a licence to be granted under paragraph 4(2) of the above mentioned Schedule (i.e. an occasional licence) in respect of: (a) a place used wholly or mainly for public religious worship in relation to an entertainment to which paragraph 1(2)(a), (b) or (d) and (6) of the above mentioned Schedule applies, other than any music or singing; (b) a place used for religious meetings or services in relation to an entertainment to which paragraph 1(2)(a), (b) or (d) and (6) of the above mentioned Schedule applies, other than any music or singing performed as an incident of a religious meeting or service; or (c) an educational institution while not being used as such in relation to an entertainment to which paragraph 1(2)(a), (b) or (d) and (6) of the above mentioned Schedule applies.	50	1
An application relating to an indoor place of entertainment of any capacity to which paragraph 1(a), (b) or (d) and (6) of the above mentioned Schedule apply for a licence to be granted under paragraph 4(2) of that Schedule (i.e. an occasional licence) where the application is made by a voluntary organisation <sup>5</sup> or a charity.	50	1
An application by a voluntary organisation or a charity relating to outdoor musical entertainments to which paragraph 2 of the above mentioned Schedule applies, where that place may hold - not more than 500 persons; or - over 500 persons.	125 250	1 1
An application, other than by a voluntary organisation or charity, relating to outdoor musical entertainments to which paragraph 2 of the above mentioned Schedule applies, where that place may hold: - not more than 500 persons; or - over 500 persons.	1,000 2,000	1 1
An application under paragraph 7A of the above mentioned Schedule for the variation of the terms, conditions or restrictions on, or subject to, which an entertainment licence is held.	80	N/A

Dated this 10 day of February 2021



A senior officer of the Department for Communities

<sup>5</sup> A "voluntary organisation" means an organisation carrying on or proposing to carry on activities otherwise than for the purpose of gain by the organisation or individual members thereof.

<b>Report on</b>	Northern Ireland Housing Executive (NIHE) Draft Cavity Wall Action Plan
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	William Wilkinson

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide a consultation response to the NIHE Draft Cavity Wall Insulation Action Plan.
<b>2.0</b>	<b>Background</b>
2.1	Since the late 1920s the majority of dwellings have been constructed with cavity walls. The cavity was originally planned to prevent rain that hits the external walls crossing to the internal walls and affecting the internal structure. It was also seen as a form of thermal insulation, though minor in its effectiveness.
2.2	Since the 1980s Building Regulations have required that new cavity walls are built with insulation in the cavity as this insulation should not compromise the structures resistance to rain penetration.
2.3	Cavity wall insulation (CWI) correctly installed can be an effective long-term investment in keeping the inner wall structure dry and warm, and reducing heat loss, energy use and consequently, energy running costs.
2.4	In the 1980s, NIHE began installing CWI in its new build schemes and also implemented a major CWI retrofit programme in its other cavity wall constructed stock. A number of years later, the industry advised that there was evidence emerging the CWI installed in dwellings in the 1980s & early 1990s was no longer performing due to degradation or poor installation. The CWI industry was in its infancy in the 1980s and installation techniques, quality control, inspection methods and industry training were not as advanced as today.
2.5	<p>As a consequence NIHE had a sample survey carried out by South Eastern Regional College (SERC) on 206 properties. This survey found that indeed the CWI had begun to deteriorate in many of these properties for a variety of reasons such as:</p> <ul style="list-style-type: none"> <li>• Ageing process</li> <li>• Stability</li> <li>• Slumping</li> <li>• Voids &amp; Air Gaps</li> <li>• Settling</li> <li>• Weatherproofing processes</li> <li>• Disturbance by operatives or biological processes</li> </ul> <p>This survey deemed 9% of the properties had been found to have CWI installed to a sufficient standard.</p>

2.6	In August 2017, NIHE commissioned the British Board of Agreement's Consultancy, Investigation and Training (BBA CIT) to undertake a much larger survey in order to inform any future strategy required to address CWI issues.
2.7	BBA are an independent non-profit distributing organisation and is the UK's leading construction certification body, offering approval, certification, audit and test services to manufacturers of products and systems.
2.8	CIT is a subsidiary of the BBA that provides technical consultancy, property investigation and technical training services, and works predominately in partnership with local authorities and housing associations, providing independent and impartial expertise focused on both cavity wall and external wall insulation systems.
2.9	A sample of 825 NIHE properties and 100 privately owned homes were surveyed. The research project was overseen by an Insulation Performance Panel (IPP) comprising of senior NIHE & Department of Communities staff, a tenant representative and academics from the two local universities. The findings of this survey and NIHE action plan in relation to same are detailed in the main report.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>After the survey was carried out a classification framework was developed as a means of categorising the properties in terms of condition of the CWI and the external fabric and the recommended prioritisation of remedial works. The key findings were:</p> <ul style="list-style-type: none"> <li>• 63% of properties had CWI installation that were non-compliant with current industry standards, containing voids and/or debris in the cavity.</li> <li>• A major contributory factor to the condition of the CWI was defects to the external façade such as pointing and door/window seals that have or potentially could allow water ingress to cavity. This issue was identified in just over 84% of properties.</li> <li>• Only 1.1% of properties had the condition of the external façade and CWI compromise the internal fabric of the property causing damp (i.e. a Class 1 property).</li> <li>• Just under 16% of the stock was found to be defect-free in both the CWI and the external fabric.</li> </ul>
3.2	<p>The NIHE consulted with tenant, community &amp; elected representatives, designers, BBA and local insulation installers and were given the following recommendations:</p> <ul style="list-style-type: none"> <li>• The formation of a NIHE team specifically to roll out CWI programme of works.</li> <li>• NIHE to consider the period of time to be covered by guarantees (normally 25 years).</li> <li>• The accreditation to KIWA or BBA should be specified as a requirement for installers.</li> </ul>

3.3	<ul style="list-style-type: none"> <li>• A holistic approach to be taken to improving NIHE properties and would cover fabric (including CWI), heating and ventilation.</li> <li>• Recommended that funding should be obtained to implement 'entire street' upgrading and not just the NIHE stock on the street.</li> <li>• Future survey schemes should be carried out to estimate how many NIHE properties have cavity wall structure and the nature of CWI in them.</li> </ul> <p>The draft response from Mid Ulster District Council is as detailed in Appendix 2, details and highlights areas which are relevant and may require additional consideration.</p>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: None
	Human: None
	Risk Management: None
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That Members consider the draft response to the Consultation Document as attached in Appendix 2.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Draft Cavity Wall Insulation Plan
6.2	Appendix 2 – Proposed Consultation Response to Draft Cavity Wall Insulation Plan by Mid Ulster District Council





# **Housing** Executive

## **DRAFT CAVITY WALL INSULATION ACTION PLAN:**

CONSULTATION DOCUMENT

DECEMBER 2020



## **Contents**

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## **Appendices**

- A. Engagement with the Cavity Wall Insulation industry and Additional Questions
- B. Glossary of Terms & Definitions

## **1.0 Introduction**

- 1.1 This Draft Action Plan sets out the Northern Ireland Housing Executive's proposals for addressing issues related to Cavity Wall Insulation installations in its stock.
- 1.2 Specifically it is our response to the findings and recommendations of a research project that we commissioned into Cavity Wall Insulation in 2017 and that was published in 2019.
- 1.3 An initial consultation exercise was undertaken on this research project's findings and recommendations with tenants' representatives, elected representatives and members of the insulation industry.
- 1.4 We are now issuing this consultation document on our proposals in order to inform our final Action Plan which we intend to publish in summer 2021/22.
- 1.5 Details on how to respond are set out in Section 6.0.
- 1.6 It should be noted that while the research project encompassed privately-owned properties this Draft Action Plan focuses only on our own stock.
- 1.7 The Housing Executive acknowledges that there are a significant number of references and acronyms regarding technical issues, standards, guarantees and accreditation schemes that may not be familiar to those not involved in the construction/insulation industry. Accordingly a Glossary of Terms & Definitions is provided at Appendix B.

## 2.0 Background

- 2.1 Most houses built from the late 1920s have been constructed with cavity walls. The cavity was originally planned to prevent rain that hits the external walls crossing to the internal walls of the dwelling and affecting the internal structure, but was also seen as a form of thermal insulation, though minor in its effectiveness.
- 2.2 Since the 1980s building regulations have required that new cavity wall constructed dwellings are built with insulation in the cavity and, as long as they are well constructed, this insulation should not compromise the structure's resistance to rain penetration.
- 2.3 Cavity wall insulation correctly installed can be an effective long-term investment in keeping the inner wall structure dry and warm, and reducing heat loss, energy use and, consequently, energy running costs.
- 2.4 In the 1980s the Housing Executive began installing cavity wall insulation in its new build schemes and also implemented a major cavity wall insulation retrofit programme in its other cavity wall constructed stock.
- 2.5 Years later, concerns began to be voiced regarding the condition of cavity wall insulation, not just in Northern Ireland but UK wide. In 2012/13 representatives of the insulation industry briefed the (then) Minister for Social Development and the N.I. Assembly that there was evidence emerging that CWI installed in dwellings in the 1980s and early 1990s was no longer performing due to degradation or poor installation. The cavity wall insulation industry was in its infancy in the 1980s and installation techniques, quality control, inspection methods and industry training were not as advanced as today. Inspectors would not have had ease of access to surveying equipment such as borescopes or thermal imaging cameras, and inspections would have been difficult without very costly, time consuming and intrusive measures.
- 2.6 As a consequence of this briefing, the Housing Executive appointed the South Eastern Regional College (SERC) in August 2013 to undertake research into the condition of cavity wall insulation in a sample of its dwellings.
- 2.7 A total of 206 properties were surveyed and SERC's report was published in 2014. The research found that *'the cavity wall insulation had deteriorated in many of these properties for a variety of reasons - ageing processes, stability, slumping, voids and air gaps, settling, weathering processes, disturbance by operatives or biological*

*processes'* and that only 9% were deemed to have sufficient cavity wall insulation installed that was fit for purpose.

- 2.8 The report made a series of recommendations relating to: Quality Control (i.e. that the processes of surveying, design, remediation, installation needed to be formalised and quality assured to ensure best practice); Whole House Solutions; climate and weather consideration for materials; Industry Training; upskilling Housing Executive staff; and remedial action.
- 2.9 In 2014 Savills PLC was commissioned by the then Department for Social Development and the Housing Executive to undertake a Stock Condition Survey Report to determine the long term investment requirements for our stock. Savills report indicated a 30 year funding requirement of some £6.7 billion in order to achieve and maintain the modern standards expected of social housing.
- 2.10 While Savills did not intrusively inspect cavity wall insulation as part of its survey work, it included an estimated investment liability for future replacement of cavity wall insulation in the stock.
- 2.11 Given the SERC research report, continued concerns by tenants, elected representatives and the insulation industry about cavity wall insulation failure, and the need to assess the likely scale and urgency of cavity wall insulation remedial or replacement works against other investment needs that were identified by Savills, it was decided to commission a larger investigation in order to provide the Housing Executive with robust information on the extent, type and reasons for cavity wall insulation failures in the stock.
- 2.12 In August 2017 the Housing Executive commissioned the British Board of Agreement's Consultancy, Investigation and Training (BBA CIT) to undertake a much larger survey in order to inform any future strategy and associated programmes required to address CWI issues.
- 2.13 The BBA is an independent non-profit distributing organisation and is the UK's leading construction certification body, offering approval, certification, audit and test services to manufacturers of products and systems.
- 2.14 CIT is a subsidiary of the BBA that provides technical consultancy, property investigation and technical training services, and works predominantly in partnership with local authorities and housing associations, providing independent and impartial expertise focused on both cavity wall and external wall insulation systems.

### 3.0 BBA Report – Findings and Recommendations

- 3.1 The BBA CIT's report was published in May 2019 and is available on the Housing Executive's website<sup>1</sup>. The following sets out a summary of its findings and recommendations.
- 3.2 The primary aims of the Cavity Wall Insulation Research were to establish:
1. The condition of the CWI in the NIHE housing stock and the private sector, and
  2. The impact that this is having on the stock in terms of thermal efficiency and associated technical defects
- 3.3 A sample of 825 Housing Executive properties (representative of its cavity wall stock) and 100 privately owned homes was surveyed for the research.
- 3.4 The research project was overseen by an Insulation Performance Panel (IPP) comprised of senior staff from the Housing Executive and the Department for Communities, a tenant representative and academics from the two local universities.

#### Findings

- 3.5 BBA CIT and the IIP developed a classification framework - Class Recommendations - as a means of categorising the properties in terms of the condition of the CWI and external fabric and the recommended prioritisation of remedial works. The six categories and the percentage of Housing Executive properties in each are set out in the table below.

Class	Description	%
1	<ul style="list-style-type: none"><li>• Building fabric is actively deteriorating.</li><li>• CWI installation is non-compliant with industry standards, with defects such as voids and/or debris in the cavity</li><li>• CWI has been compromised by excessive water ingress caused by the condition of the external façade and has allowed moisture to bridge across to the inner leaf, resulting in damp</li><li>• Remediation works are required to the CWI and the external facade</li></ul>	1.1%
2A	<ul style="list-style-type: none"><li>• CWI installation is non-compliant with industry standards, with defects such as voids and/or debris in the cavity</li><li>• CWI has not been compromised</li><li>• The building fabric has been compromised by defects and remedial works are required.</li></ul>	24.2%

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<sup>1</sup> <https://www.nihe.gov.uk/getmedia/492a0403-2cb8-4482-bd7a-8e5df3f37d4b/2019-Cavity-Wall-Insulation-Research-report.pdf.aspx?ext=.pdf>

	<ul style="list-style-type: none"> <li>There is a high probability that the CWI will become compromised if remedial works are not undertaken</li> </ul>	
2B	<ul style="list-style-type: none"> <li>CWI installation is compliant with industry standards</li> <li>CWI has not been compromised</li> <li>The building fabric has been compromised by defects and remedial works are required.</li> <li>It is possible that the CWI could become compromised if remedial works are not undertaken</li> </ul>	8.0%
3A	<ul style="list-style-type: none"> <li>CWI installation is non-compliant with industry standards, with defects such as voids and/or debris in the cavity</li> <li>CWI has not been compromised</li> <li>The building fabric is showing signs of minimal stress due to defects</li> <li>It is possible that the CWI could become compromised if remedial works are not undertaken</li> </ul>	37.6%
3B	<ul style="list-style-type: none"> <li>CWI installation is compliant with industry standards</li> <li>CWI has not been compromised</li> <li>The building fabric is showing signs of minimal stress due to defects</li> </ul>	13.7%
No Class	<ul style="list-style-type: none"> <li>CWI installation is compliant with industry standards</li> <li>The building fabric is showing no signs of stress</li> </ul>	15.4%

### 3.6 The key findings were as follows:

- 63% of the properties surveyed had cavity wall insulation installations that were non-compliant with current industry standards, containing voids and/or debris in the cavity.
- A major contributory factor to the condition of cavity wall insulation in the properties was the standard of maintenance of their external façades where defects - for example, deterioration of pointing and door/window seals - have allowed, or would potentially allow, water ingress into the cavity. This issue was identified in just over 84% of the properties.
- In only 1.1% of properties had the condition of the external façade and CWI compromised the internal fabric of the property causing damp (i.e. a Class 1 property)
- Just under 16% of the stock was found to be defect-free in both the CWI and the external fabric.

### Recommendations

#### 3.7 BBA CIT made a range of recommendations across a number of issues.

#### 3.8 Remediation. BBA CIT recommended that remediation works should be prioritised as follows:



- Class 1 properties should be prioritised for action, with the condition of neighbouring properties also assessed.
  - Remediation for Class 2 & Class 3 properties should be delivered as part of planned cyclical maintenance programmes, with the condition of neighbouring properties also assessed.
- 3.9 Remediation/recompense from Guarantee Provider. BBA CIT recommended that if there is sufficient evidence that an existing CWI installation has not been completed in accordance with industry standards and with the system Agrément Certificate, the Housing Executive should seek remediation or recompense for the costs of the original CWI installation and associated property damage from the installer/ guarantee provider.
- 3.10 Monitoring. A system for monitoring and checking the accurate completion of remediation works arising from the action above should be set up and overseen by an independent monitoring group.
- 3.11 Installation overview. To ensure that remediation and new CWI installation work is carried out to the correct standard, all current and future CWI wall installation programmes should be closely overseen and monitored by the Housing Executive. It should be carried out in the following way:
- All properties proposed to receive new CWI installations must be independently verified through a valid and recognised industry process before installations take place.
  - Quality assurance assessments of CWI installations should be conducted during and after installation.
  - The NIHE should conduct appropriate reviews of the performance of organisations responsible for delivering CWI installations with a specific focus on data gathered on the quality assurance and compliance of CWI installations.
- 3.12 Competency and compliance system. To ensure the required CWI installation standards are met the NIHE should set up a new competency and compliance system that any entity responsible for delivering CWI installations must adhere to. This regime would make it mandatory for entities delivering CWI installations to undertake relevant technical training and pass ongoing competency assessments approved by the NIHE.
- 3.13 Contracts and guarantees.
- The NIHE should review the suitability of installation guarantees issued for CWI installations to its housing stock. The review should assess the scope of the guarantees and, equally importantly, the full range of obligations they impose on

the NIHE to maintain their properties to ensure they remain valid. Guarantees should be insurance-backed to ensure good governance and oversight.

- The NIHE should maintain an ongoing assessment of its CWI installation contracts to ensure their technical specifications and contractual requirements are in line with industry standards and best practice.
- The NIHE should maintain adequate records of all future CWI remediation and installation works undertaken to their housing stock (on a per property basis) on an asset management database that is accessible to all staff members responsible for overseeing housing maintenance programmes

3.14 Regular stock surveys. Housing stock should be inspected at regular intervals to gauge the condition of the external façade and performance of CWI installations. The inspection regime methodology should be modelled on that delivered for the research project.

3.15 Training. NIHE employees involved in delivering CWI installations and housing maintenance programmes should receive ongoing training. They should have access to appropriate expertise when assessing the suitability of properties for CWI installations and be able to assess the property fabric and identify defects on the external façade. They should also demonstrate the required competence to assess the compliance and performance of installations and have an understanding of the relevant industry standards and building regulations.

3.16 Advice for residents. Residents who have CWI installed should be given guidance on how to both maintain and manage their properties following installation and also have access to experts who can provide assistance with any matters relevant to this area. Additionally it is recommended that NIHE put in place a 'residents' voice' scheme that overtly (or in confidence) allows tenants to raise concerns about the condition or effects of CWI in their homes.

### Consultation

3.17 Following the publication of the report the Housing Executive held briefings for its Central Housing Forum<sup>2</sup>, elected representatives, and the insulation industry.

3.18 The key issues emerging from consultation with tenant, community and elected representatives were:

- The varying performance of CWI across the Housing Executive's stock.

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<sup>2</sup> The Central Housing Forum is the top level of the Housing Executive's tenant and community consultation framework.

- Past practices of installation and the need for the Housing Executive to ensure that future remedial/replacement works were undertaken to a standard that would be specified and quality assured by the Housing Executive.
  - The impact that cavity wall insulation is having on the stock in terms of thermal efficiency and associated technical defects was raised as not been properly addressed in the BBA research.
- 3.19 A briefing event for the local insulation industry was held on 8<sup>th</sup> August 2019 and was well attended. In early 2020, individual meetings were undertaken with system designers who operate in Northern Ireland:
- Kingspan Insulation, Ballyclare
  - KORE Insulation, Co. Cavan
  - EnergyStore, Holywood
  - Warmfill, Holywood
- 3.20 In lieu of a formal agenda, questions were drafted to provide a structure to the meetings; however, from the discussions other queries and topics arose that were useful in terms of informing future direction and gauging the current status of the cavity wall insulation industry. The questions were to ascertain the companies' views and experiences, explore the findings of the BBA CIT research project and seek views in how to best move forward in a positive way to actively inform the this CWI action plan. The questions are set out in Appendix B.
- 3.21 The key issues that emerged from the meetings were as follows:
- Adherence to standards and specifications for the installation of energy efficiency works to existing dwellings such as PAS 2030:2017 and PAS 2035:2019 was discussed. The majority of the designers already adhere to PAS 2030 (or NZEB/ SEAI in ROI) but generally were not planning on attaining PAS 2035 accreditation in the near future due mainly to concerns such as increased costs to do so and the current lack of skillset within the workforce in order to achieve this (i.e. the low availability of qualified retrofit co-ordinators). It was noted that none of the organisations that provide the accreditation/oversight of PAS have a current presence in Northern Ireland and that adherence to PAS 2035 is not currently mandatory here.
  - The Designers' current cavity wall surveillance scheme methodology was requested with detail to be provided regarding 3<sup>rd</sup> party validation and if inspections are carried out in accordance with a UKAS accredited inspection body. Two of the Designers were KIWA accredited and the other two BBA. Two of the Designers have CIGA covering the regime of warranty, one has their

guarantees provided by GDGC and one Designer has the system holder providing a 10 year guarantee based on the product and the contractor can provide up to 15 years. Two of the Designers either have Trustmark or are in the process of attaining it. With regards to cavity extraction/cleaning and associated guarantee, the majority of the Designers do not have a guarantee in place for this but one provided a copy of its own methodology.

- The Designers' knowledge and opinions on the BBA CIT Research was discussed along with how they would advise the Housing Executive with regards to addressing the BBA recommendations. One of the companies had already issued a detailed response, confirmed that there was very little content they would disagree with, but noted their concern that the report appeared to attribute the 63% non-compliant CWI installations to installation practices.
- They advised that the Housing Executive should specifically address the following points in our response:
  - The formation of a Housing Executive team specifically to roll out the CWI programme of works. It was agreed that the Housing Executive should be carrying out inspections before, during and after installation, and should set its own standard for fabric performance.
  - The Housing Executive should consider the period of time to be covered by guarantees.
  - That accreditation to KIWA or BBA should be specified as a requirement.
  - That a holistic approach is taken to improving the Housing Executive's properties that would cover fabric (including cavity wall insulation), heating and ventilating.
  - It was recommended that funding should be obtained to implement 'entire street' upgrading and not just the Housing Executive stock in the street.
  - Future survey schemes should be carried out to estimate how many Housing Executive properties have cavity wall construction and the nature of the CWI in them (i.e. have no insulation, have insulation installed that is beyond its lifespan, have been filled/topped up post construction).

3.22 In addition, a submission was received in April 2020 from the National Insulation Association of Ireland. This submission - *Cavity Wall Insulation Proposal for the Northern Ireland Housing Executive* - noted many of the issues that had been discussed at the meetings with the system designers, and also proposed that the Housing Executive should prepare a planned CWI replacement programme for its stock.

## 4.0 NIHE Response and Proposals

- 4.1 The report by BBA CIT - and the earlier research by SERC - demonstrates that there are a number of CWI-related issues that need to be addressed by the Housing Executive.
- 4.2 We have structured our response to these issues and our proposals as follows:
- Remediation/Replacement programme
  - External Cyclical Maintenance
  - CWI Installation Process
  - Stock Surveys and Data
  - NIHE Staffing and Training
  - Residents advice and information
  - Recompense/remediation regarding past installations
  - Research

### Remediation/Replacement Programme

- 4.3 The findings of BBA CIT's research on the condition of CWI in our stock are obviously concerning. Although BBA CIT found that in only just over 1% of the properties it surveyed was the condition of the CWI having a detrimental impact on the internal structure and, for example, causing damp, the level of non-compliance with modern CWI installation standards was high and found in stock across all locations. We have also noted the findings of other research that have highlighted issues with CWI installations<sup>3</sup>.
- 4.4 Given the age of the CWI in our properties and the findings of both the SERC and BBA CIT research projects, it is clear that a CWI remediation/replacement programme will be required at some point for all of our cavity wall stock. Even setting aside some of the issues already noted that would lead to deterioration, CWI like other building components has a lifecycle at which point it will need to be replaced.
- 4.5 Addressing CWI aligns with the 'Fabric First' approach that the Housing Executive - as the Home Energy Conservation Authority (HECA) for Northern Ireland - promotes across all residential sectors for enhancing the energy efficiency and reducing the carbon footprint of dwellings i.e. first of all improve the external envelope's

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<sup>3</sup> For example, BRE's 2016 report for Constructing Excellence in Wales on the installation of retrofit wall insulation - *Post Installation Performance of Cavity Wall and External Wall Insulation*

performance in heat retention, air tightness and ventilation in order to prepare the property for decarbonised services and renewable technologies.

- 4.6 A CWI remediation/replacement programme would, therefore, be an integral part of the Energy Efficiency Strategy/Programme that we will be preparing to improve the thermal performance of our stock in order to reduce heat loss and energy use in our properties. Not only will this strategy/programme help to address Fuel Poverty and improve our tenants' comfort, but it would also be a major part of our effort to contribute to decarbonisation and reducing carbon emissions to help meet the UK's 2050 Net Zero Carbon target.
- 4.7 However, such an Energy Efficiency Strategy/Programme will require very significant investment. Some 70,000 of our stock of 85,000 dwellings are of cavity wall construction. Applying average replacement costs for different types of properties suggests a CWI replacement programme funding requirement of some £150 million to £175 million.
- 4.8 In addition to cavity wall properties we would also have to address our 'single skin' properties<sup>4</sup>, almost all of which have no external wall insulation at all and whose energy ratings tend to be lower.
- 4.9 Unfortunately the level of investment that would be required for this Energy Strategy/Programme is currently not available to the Housing Executive. Our stock investment funding dilemma is well known. In summary, given our low rents, the level of funding available for investment in the stock from our income is not sufficient to meet its maintenance and improvement needs, and we are currently projecting a £1 billion shortfall over the next 10 years alone.
- 4.10 The Minister for Communities' statement to the NI Assembly on 3<sup>rd</sup> November 2020 provides a clear direction of travel to put the Housing Executive in a position to obtain the funding necessary to deliver the investment programme that would be required to achieve and maintain the standard of accommodation expected of modern social housing.
- 4.11 However, this will likely take a number of years to put in place and, therefore, securing the investment that would be needed for our Energy Efficiency Strategy's programme will only be possible in the medium-to-long term.

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<sup>4</sup> For example, properties with solid walls, Orlits, No Fines etc.

- 4.12 The Housing Executive and the Department for Communities have agreed a strategic stock investment approach for the interim short term period that is aimed at ensuring the best use of the funding that will be available to us in order to optimise the provision of properties to meet growing housing need. This strategic approach focuses on our core landlord obligations i.e. Response Maintenance, Cyclical Maintenance and health & safety activities, Adaptations, External Cyclical Maintenance (ECMs) and addressing the significant backlogs in component replacements that were confirmed by Savills' stock condition survey in 2014/15.
- 4.13 The consequence of this is that in the absence of an injection of external funding to specifically address CWI - that we do not anticipate at present - we are not currently in a financial position, and will not be in such a position for a number of years, to deliver a province-wide CWI replacement programme for all of our cavity wall stock.
- 4.14 That does not mean that we will not take action on CWI until then, but it does mean that any action that we can or do take must be of sufficient priority compared to other investment imperatives and within our means to deliver. Although the BBA CIT report indicated that the condition of CWI in our properties is not having a widespread detrimental impact on their internal structures, both the SERC and BBA CIT research and our own experience demonstrate that there are already instances in which it is. These clearly need to be addressed.
- 4.15 Therefore, we propose to adopt short term and medium-to-long term approaches as set out below.

## **Proposals**

### Short Term

Until our stock investment funding position is resolved and we are in a position to implement a full CWI replacement programme we will address CWI remediation/ replacement as follows.

- The Category 1 properties identified by BBA will be investigated and addressed (this is already underway).
- Instances of suspected CWI failure will be investigated and addressed on a case-by-case basis. They will be referred to a new specialist central Insulation Team (see below) if more detailed investigation is required. If there is a CWI failure and it is confirmed by investigation that this failure is having a detrimental impact on the property's structure - i.e. as per the BBA's Category 1 designation - then the issue will be addressed through remediation or replacement.

- If only a single property or a small number of properties are affected this will be addressed through our Response Maintenance service.
- If, however, further investigation suggests a local pattern of CWI failure then a planned scheme will be developed.
- We will implement a small annual programme of schemes to test the approach that we propose to take with the full replacement programme in the medium-to-long term.

### Medium-to-Long term

We will develop and deliver a CWI replacement programme for our cavity wall properties as part of our future Energy Efficiency Strategy/Programme for our stock when the necessary funding to be able to do so is available.

An analysis of the BBA's report's findings did not suggest any particular pattern of non-compliance that would indicate targeted spatial action at this time. Therefore, we propose that the CWI replacement schemes will be programmed to follow the cycle of our External Cyclical Maintenance (ECM) schemes in order to ensure that any fabric defects in a property are remedied first to secure the external structure.

Consequently, in following the ECM cycle, we would anticipate that the full CWI programme would take some 7-8 years to complete at 9,000 to 10,000 properties per annum, requiring annual funding of £20 million to £25 million.

This would be a considerable undertaking and will, of course, be subject not only to the required funding being in place, but also to procurement and the necessary capacity being available in the insulation industry and supply chain. We are currently considering delivery options for this programme.

If there are any CWI schemes that need to be delivered in advance of the ECM cycle due to the urgency of the works that are required then such schemes will also include any works necessary to address any fabric defects in the relevant properties.

As noted in Section 3, one of the suggestions raised in the discussions with the system designers was that CWI schemes should be carried out on a 'whole street' basis, not just for the Housing Executive properties in them. However, the Housing Executive's Landlord body - whose Action Plan this is for its own stock - is currently not able to fund such works to privately-owned properties. Given the extent of properties in our estates that have been sold under our House Sales Scheme the required investment funding implications would be significant.



## External Cyclical Maintenance

- 4.16 The report's findings in respect of the condition of the external facades of properties reflect our own concerns regarding the impact of our External Cyclical Maintenance (ECM) programme.
- 4.17 Originally undertaken on a 5-year cycle, the frequency in which we have been able to deliver schemes has reduced over recent years due to a combination of funding and delivery issues and consequently the average cycle has been around 10-11 years for much of the stock.

### Proposal

We will increase our annual ECM programme in order to bring the cycle down to 8 years in the short term, and will aim to restore a 5 year cycle in the medium-to-long term when sufficient funding becomes available.

We will review our ECM Standards & Procedures to ensure that all of the types of external fabric issues highlighted by BBA CIT are addressed in our ECM schemes.

## CWI Installation Process

- 4.18 As noted in Section 3, BBA CIT made a number of recommendations regarding CWI installations concerning competency, compliance, guarantees and monitoring. Under this section the Housing Executive sets out its current position regarding the installation process generally, including the specification, surveying, guarantees and accreditations and overarching quality assurance systems in place from extracting and cleaning (if required) and refilling/new installations. Also included will be the proposals and recommendations regarding standards to be adhered to so as to enable the insulation industry to be able to provide a considered response.

### 4.19 Specification

Within the current CPI Specification, it is stated under Section P11 that the system is to be *"Installed in accordance with the BBA or comparable Surveillance Scheme. Insulation company to hold a current BBA or other comparable certificate approved by the Employer."* This is consistent with the M3 Specification that we use for our Response Maintenance contracts. However, our specification will be reviewed to reflect the current industry standards and include the scope to future proof which is specifically considered through the implementation of PAS 2035. It is, therefore,

intended that new cavity wall installations are to be carried out to PAS 2035 standard.

#### 4.20 PAS 2030/ PAS 2035

In order to establish and uphold best practice in energy efficiency retrofit work, the UK government introduced a Retrofit Standards Framework that seeks to avoid piecemeal implementation of energy efficiency measures by requiring the characteristics of each property to be carefully assessed, and a medium term action plan created, before any measures are introduced. Central to this framework is PAS 2035, which clearly identifies the process of assessing a property, how energy efficiency measures should be chosen in response and outlines how long term monitoring can be carried out. It also clarifies the responsibilities and qualifications for individuals involved in the retrofit process.

This specification dovetails with an updated version of PAS 2030:2019, which now solely focuses on the installation, commissioning and handover of energy efficiency measures. Previously, the M3 had stipulated that *'The installation must be undertaken by persons with appropriate skill and experience, approved by the manufacturer and in accordance with PAS 2030.'* It is now the requirement to adhere to the PAS 2035 standard regarding retrofitting dwellings for improved energy efficiency in order to future proof any energy efficiency measures, taking account of all measures over the next 30 years to ensure what we do now will not have a detrimental impact on works we may do over the incoming years, prior to this standard becoming mandatory (NB. from 30 June 2021, it will become compulsory for all certification bodies and registered businesses under the TrustMark scheme to comply with it<sup>5</sup>) and also to provide a fabric first and whole house approach.

#### 4.21 Pre-installation Survey and Suitability for CWI

Prior to any works, the Employer must receive evidence from the contractor/ installer that the building has been inspected in accordance with, and independently verified by, the BBA Cavity Assessment Surveillance Scheme (CASS), CIGA–ISA or another UKAS accredited inspection body equal and approved by the Employer.

When considering the suitability of a property to be insulated it is important that the physical condition, form of construction and exposure to wind driven rain is assessed properly at the point of survey see *'BRE Good Building Guide 44: part 2: Insulating masonry cavity walls - principal risks and guidance'* and also should be in accordance

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<sup>5</sup> <https://cpd.building.co.uk/courses/cpd-2-2020-understanding-pas-2035-and-pas-20302019/>

with the following from '*BRE Report 262 Thermal insulation: avoiding risks*' regarding quality control checks for masonry cavity walls.

#### 4.22 Guarantees and Accreditations

Similar to the current M3 specification, a 25 year third party, insurance-backed guarantee to cover the cavity wall assessment, insulation materials, system and installation is to be provided. According to BRE the cavity wall insulation systems have a standard lifetime of 42 years where an installation is accompanied by an appropriate guarantee. An appropriate guarantee is one which meets all of the following four criteria listed on page 55 of the ECO2 Guidance<sup>6</sup>:

- Financial assurance: there must be a mechanism that gives assurance that funds will be available to honour the guarantee
- Duration: lasts for 25 years or longer
- Coverage: results in the failed measure being replaced and covers costs of remedial and replacement works plus materials, and
- Quality Assurance Framework: there must be an assurance framework for the quality of the installation and the product used in the installation. We will assess the suitability of this framework and we may require verification through independent assessment by an independent UKAS-accredited organisation or other appropriate body.

The insulation company should be signed up to a code of professional practice and that the installation is guaranteed for 25 years by CIGA, GDGC or through an independent insurance-backed guarantee from a UKAS recognised body.

There should also be evidence of a quality assurance framework in place whereby the quality of the system and its installation are independently assessed by a UKAS accredited body for example:-

- KIWA
- BBA
- CIGA

#### 4.23 Cavity Wall Extraction/ Cleaning

Cleaning of cavity walls may only be carried out by a contractor currently registered with the BBA Cavity Cleaning Company Scheme, CIGA , or other UKAS accredited

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<sup>6</sup> [https://www.ofgem.gov.uk/sites/default/files/docs/volume\\_1.1\\_guidance\\_update\\_delivery\\_final.pdf](https://www.ofgem.gov.uk/sites/default/files/docs/volume_1.1_guidance_update_delivery_final.pdf)

body equal and approved by the Employer, that includes for clearing rubble and other material from the cavity in addition to the extraction of insulation.

### **Proposal**

We will undertake a review of the currently utilised specifications, agreed systems and guarantees regarding the CWI installation process for our stock in order to ensure contractor competency and the required performance standard. Guarantees, accreditations and cavity extraction/cleaning works should be in keeping with the requirements of UKAS accredited inspections bodies only.

We will introduce an installation process methodology that will include, inter alia, the cavity wall surveillance scheme, pre and post inspection photographs, the agreed accreditation requirements, PAS 2035 and the complete digital records within a Health & Safety File to be handed over post completion.

The insulation industry is being asked to consider all of the above and respond accordingly regarding their own methodology and associated accreditations and guarantee systems preferences. Other information to be obtained from industry providers includes:-

- Procurement Framework preferences
- How to ensure good data gathering and record keeping measures on works completed and guarantees in place i.e. adherence to relevant ISO etc.
- How potential landfill costs associated with CWI removal and any environmental impact are dealt with
- How they propose to avoid self-regulation by installers to deliver quality control and avoid conflicts of interest

### **Stock Surveys and Data**

- 4.24 BBA recommended that our housing stock should be inspected at regular intervals to gauge the condition of the external façade and performance of CWI installations, and that the inspection regime methodology should be modelled on that delivered for the research project.
- 4.25 The Housing Executive already undertakes a rolling stock condition survey programme with the aim of inspecting all of our properties every five years. The construction type of a property is assessed and recorded as part of the survey. These surveys also inspect the external façade of a property.

- 4.26 However, our stock condition survey does not currently include a detailed investigation of the condition of cavity wall insulation. The logistics and cost implications of replicating the BBA CIT's CWI inspection methodology and programme on a regular basis would be considerable.

#### **Proposal**

We will undertake a small random sample of CWI investigations each year involving an invasive review using borescope and thermal imaging technology in order to provide the most complete picture of the dwelling as possible.

We will introduce a CWI mapping database to our GIS system in order to aid our monitoring of patterns of failure and remediation works across our stock, and better inform future programmes.

### **NIHE Staffing and Training**

- 4.27 BBA recommended that, in summary, the Housing Executive should develop its relevant staff's expertise and competence in respect of CWI.
- 4.28 The Housing Executive has already a core of expertise in its Asset Management Division with staff trained in CWI issues and two qualified Retrofit Coordinators. A number of staff were trained in CWI issues as part of BBA CIT's commission.

#### **Proposal**

We will establish a specialist team in our Asset Management Division that will have responsibility for quality assurance, inspection, compliance and monitoring activities for all insulation types.

As already noted, the team will carry out detailed investigations where these are deemed necessary by local Maintenance staff, and will assist and advise staff responsible for Response Maintenance and Planned Maintenance on CWI matters.

We will consider which staff will require specific CWI training and what that training needs to be.

### **Residents Advice and Information**

- 4.29 BBA advised that residents who have CWI installed should be given guidance on how to both maintain and manage their properties following installation and have access to experts who can provide assistance with any matters relevant to this area, and

that the Housing Executive puts in place a 'residents' voice' scheme that allows tenants to raise concerns about the condition or effects of CWI in their homes.

- 4.30 We have a range of guidance leaflets for our tenants on the use and maintenance of their homes, but we do not have any that specifically deals with cavity wall insulation.
- 4.31 The Housing Executive is not of the view that a 'residents' voice' scheme specifically for CWI issues is required. Our preference would be that tenants should continue to report any suspected CWI issues that arise via our Response Maintenance service.
- 4.32 The Housing Executive's Housing Community Network enables issues to be raised with managers at all levels. Following the publication of BBA CIT's report a CWI Forum was established with the assistance of SCNI with the aim of retaining the 'tenants' voice' that had been represented on the Insulation Performance Panel by one of the members of the Central Housing Forum. The CWO Forum comprises representatives of the Central Housing Forum, SCNI and the Housing Executive. Although it has not met since the onset of the Covid-19 pandemic it is our intention to retain it as our Action Plan is developed.

### **Proposal**

We will develop guidance for tenants on how to maintain their homes following CWI installations.

We will consider with our HCN's Central Housing Forum how best to obtain and reflect tenants' views and concerns regarding CWI going forward.

### **Recompense/Remediation regarding past installations**

- 4.33 BBA CIT recommended that the NIHE should seek remediation or recompense for the costs of the original CWI installation and associated property damage from the installer/ guarantee provider if there is sufficient evidence that a CWI installation has not been completed in accordance with industry standards and with the system Agrément Certificate.

### **Proposal**

We will review where possible whether there is sufficient evidence and grounds for pursuing remediation or recompense regarding past installations.

## Research

- 4.34 We believe that further research needs may arise as our Action Plan and future programme develops and are open to discussion with the insulation industry and other interested parties on what these might be. We will also continue to engage with research bodies on CWI issues.
- 4.35 We have already initiated a small project to complement the findings of BBA CIT's research. This is aimed at determining the impact that current Cavity Wall Insulation (CWI) is having on stock in terms of thermal fabric performance of the dwelling and associated heat loss and thermal transmittance to determine the U Value at the following stages:
- Of existing cavity wall insulation
  - After removing the insulation and cleaning the cavity
  - After refilling cavity with grey bead to industry standards
- Ulster University is to independently verify the results and disseminate as research.

### Proposal

We will engage with the insulation industry, research bodies and other interested parties on potential future research needs regarding CWI and bring forward projects as necessary.

## 5.0 Summary of Proposals

Subject	Proposals
Replacement/ Remediation	<p><u>Short Term</u></p> <p>Until our stock investment funding position is resolved and we are in a position to implement a full CWI replacement programme we will address CWI remediation/replacement as follows.</p> <ul style="list-style-type: none"> <li>• The Category 1 properties identified by BBA will be investigated and addressed (this is already underway).</li> <li>• Instances of suspected CWI failure will be investigated and addressed on a case-by-case basis. They will be referred to a new specialist central Insulation Team (see below) if more detailed investigation is required. If there is a CWI failure <u>and it is confirmed by investigation that this failure is having a detrimental impact on the property's structure</u> - i.e. as per the BBA's Category 1 designation - then the issue will be addressed through remediation or replacement. <ul style="list-style-type: none"> <li>○ If only a single property or a small number of properties are affected this will be addressed through our Response Maintenance service.</li> <li>○ If, however, further investigation suggests a local pattern of CWI failure then a planned scheme will be developed.</li> </ul> </li> <li>• We will implement a small annual programme of schemes to test the approach that we propose to take with the full replacement programme in the medium-to-long term</li> </ul> <p><u>Medium-to-Long term</u></p> <p>We will develop and deliver a CWI replacement programme for our cavity wall properties as part of our future Energy Efficiency Strategy/ programme for our stock when the necessary funding to do so is available.</p>
External Cyclical Maintenance	<p>We will increase our annual ECM programme in order to bring the cycle down to 8 years in the short term, and will aim to restore a 5 year cycle in the medium-to-long term when sufficient funding becomes available.</p> <p>We will review our ECM Standards &amp; Procedures to ensure that all of the types of external fabric issues highlighted by BBA CIT are addressed in our ECM schemes.</p>
CWI Installation Process	<p>We will undertake a review of the currently utilised specifications, agreed systems and guarantees regarding the CWI installation process</p>



	<p>for our stock in order to ensure contractor competency and the required performance standard. Guarantees, accreditations and cavity extraction/cleaning works should be in keeping with the requirements of UKAS accredited inspections bodies only.</p> <p>We will introduce an installation process methodology that will include, inter alia, the cavity wall surveillance scheme, pre and post inspection photographs, the agreed accreditation requirements, PAS 2035 and the complete digital records within a Health &amp; Safety File to be handed over post completion.</p>
Stock Surveys & Data	<p>We will undertake a small random sample of CWI investigations each year involving an invasive review using borescope and thermal imaging technology in order to provide the most complete picture of the dwelling as possible.</p> <p>We will introduce a CWI mapping database to our GIS system in order to aid our monitoring of patterns of failure and remediation works across our stock, and better inform future programmes.</p>
NIHE Staffing & Training	<p>We will establish a specialist team in our Asset Management Division that will have responsibility for quality assurance, inspection, compliance and monitoring activities for all insulation types.</p> <p>We will consider which staff will require specific CWI training and what that training needs to be.</p>
Residents Advice and Information	<p>We will develop guidance for tenants on how to maintain their homes following CWI installations.</p> <p>We will consider with our HCN's Central Housing Forum how best to obtain and reflect tenants' views and concerns regarding CWI going forward.</p>
Recompense/ remediation regarding past installations	<p>We will review where possible whether there is sufficient evidence and grounds for pursuing remediation or recompense regarding past installations.</p>
Research	<p>We will engage with the insulation industry, research bodies and other interested parties on potential future research needs regarding CWI and bring forward projects as necessary.</p>

## **6.0 How to respond**

- 6.1 We are inviting interested parties to submit their comments to us on this Draft Cavity Wall Insulation Action Plan.
- 6.2 In regard to members of the insulation industry, we are inviting them in particular to respond to the questions set out in Appendix A that were used for initial consultation with the system designers. We appreciate that the latter have already commented on these but it may be that there are further comments that they wish to submit; they should also note that two further questions have been added.
- 6.3 Any comments should be submitted in writing to:

**Quality Improvement  
Asset Management Division  
Northern Ireland Housing Executive  
9 Lanyon Place  
Belfast  
BT1 3LP**

Or by email to [technical.innovation@nihe.gov.uk](mailto:technical.innovation@nihe.gov.uk)

- 6.4 **Responses should be submitted by 31<sup>st</sup> March 2021.**
- 6.5 Freedom of Information Act 2000 Confidentiality of Consultations

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

The Freedom of Information Act gives the public a right of access to any information held by a public authority, namely, the Housing Executive in this case. This right of access to information includes information provided in response to a consultation. The Housing Executive cannot automatically consider as confidential information supplied to it in response to a consultation. However, it does have the responsibility to decide whether any information provided by you in response to this consultation,

including information about your identity should be made public or treated as confidential.

This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very particular circumstances. The Lord Chancellor's Code of Practice on the Freedom of Information Act provides that:

- The Housing Executive should only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of any of the Housing Executive's functions and it would not otherwise be provided.
- The Housing Executive should not agree to hold information received from third parties "in confidence" which is not confidential in nature.
- Acceptance by the Housing Executive of confidentiality provisions must be for good reasons, capable of being justified to the Information Commissioner.

For further information about confidentiality of responses please contact the Information Commissioner's Office (or see the website at: <https://ico.org.uk/>).

6.6 The intention is to put a final Action Plan in place in summer 2021/22.

## NIHE Engagement with the Cavity Wall Insulation (CWI) Industry

### Question 1

- We are presently updating our Cavity Wall Insulation specification. Do you currently adhere to PAS 2030: 2017, PAS 2035:2019 or other?
- What are you aware of regarding the differences between PAS 2030: 2017 and PAS 2035:2019 and how this will affect future surveillance scheme methodology?
- We are proposing to use the PAS 2035:2019. Are you aware of or do you foresee any issues with the Insulation Industry in achieving this requirement e.g. availability of qualified Retrofit Co-ordinators.

### Question 2

- Can you outline your current cavity wall surveillance scheme methodology and ensure how the following will be implemented:
  - Building inspections will be independently checked by an appropriately qualified person, and
  - The appropriately qualified person is independent and not an employee of the inspector or of the installer of the CWI, or a peer installer if in accordance with PAS 2035:2019

### Question 3

- What independent third party validation do you possess?
- Are you registered on the Competent Person Scheme (PAS 2035) or equal and approved?
- Are buildings you inspect done so in accordance with UKAS accredited inspection body?

### Question 4

- In your role as System Designer and Installer, provide us with information regarding the following:
  - Assurance that in undertaking the role of designer/ installer there are no conflicts of interest?
- Do you undertake cavity cleaning and if so are you in adherence with BBA cavity cleaning company scheme or KIWA equivalent?
- Can you provide methodology for the following:
  - Pre and Post installation advice to tenants/ clients.
  - Inspection scheme process
  - Monitoring post completion of remedial works.
  - Topping up of mineral fibre and guarantee provided, if undertaken.

#### Question 5

- With specific regards to the BBA CIT Research, are there any outstanding issues which you wish to highlight or issues you feel have not been addressed?

#### Question 6

- Your company has a lot of experience in carrying out CWI. From the research findings how do you think we should address the recommendations within the BBA CIT Research?

### **Additional Questions**

#### Question 7

- If the Housing Executive were to choose a single suitable accreditation body to have an overview of cavity extraction/cleaning, CWI installation, and provide a 25 year guarantee, would you be agreeable to this proposal? If not can you highlight the concerns you would have with this approach in terms of pros and cons and demonstrate how your alternative option would provide the necessary consistency, compliance and quality control to ensure robust consumer protection?

#### Question 8

- Given that a number of cavities potentially may be wet, how long a period would you recommend leaving the cavity to dry after extraction of the existing CWI and before installation of the replacement CWI?

## Glossary of Terms & Definitions

Term	Definition
BBA	British Board of Agrément.
CIT	Consultancy, Investigation and Training, a subsidiary of the British Board of Agrément (BBA).
CASS	BBA's Cavity Assessment Surveillance Scheme.
CIGA	Cavity Insulation Guarantee Agency. It provides independent 25 year guarantees for Cavity Wall Insulation fitted by registered installers in the UK and Channel islands.
CIGA – ISA	CIGA's Independent Surveillance of Assessment Scheme.
CPI	Co-ordinated Project Information specification.
CWI	Cavity Wall Insulation.
Designers' CW Surveillance Scheme Methodology	The method by which insulation companies that are classed as system designers propose to carry out the insulation design, installation and monitoring process in a pre-approved system, in line with existing standards. This would include how the surveys are carried out, the method of pre-installation checks, the inclusion of other factors that affect the whole house such as ventilation and heating system, equipment used to survey (e.g. borescopes, thermal imaging cameras), inspections during installation (e.g. machine calibration, actual volume of product installed etc.) and post completion monitoring.
ECM	External Cyclical Maintenance.
EWI	External Wall Insulation.
GDGC	This is a specialist deposit protection and insurance backed guarantee provider for the home improvement sector.
IPP	Insulation Performance Panel
KIWA	European institution for testing, inspection and certification
NZEB	Net zero or nearly zero energy. Buildings designed to this standard are highly efficient with extremely low energy demand. Such buildings produce as much energy as they consume, accounted for annually.
PAS 2030:2017	Publicly Available Specification for the installation of energy efficiency measures in existing buildings. The 2017 updated PAS ( ) specifies requirements for the installation of energy efficiency measures (EEM) in an existing building, applicable whether the building is used for commercial or residential purposes.
PAS 2035:2019	Publicly Available Specification for Retrofitting dwellings for improved energy efficiency.

	<p>PAS 2035 essentially provides a specification for the energy retrofit of domestic buildings, and details best practice guidance for domestic retrofit projects. This PAS embraces quality retrofit work eliminating problems associated with defects, shallow retrofit, accountability, poor design and performance gap. PAS 2035 delivers a whole building approach to the retrofit process, considering the home, environment, occupancy and the householders' improvement objectives when determining the most suitable measures to install. This eliminates the issue of retrofit work being considered in isolation which can unintentionally damage the overall building performance. Moreover, five new retrofit roles have also been introduced within the PAS 2035 process, with clear responsibilities and accountabilities established to ensure that individuals deliver quality throughout. Elmhurst currently runs training and schemes for two of these new roles, including the Retrofit Assessor and Retrofit Coordinator.</p>
TrustMark	<p>This is the Government Endorsed Quality Scheme covering work a consumer chooses to have carried out in or around their home. It has been established as the new quality mark within the retrofit standards framework. TrustMark and PAS 2035 is supported by an Industry Code of Conduct, a Consumer Charter and a framework of technical standards for retrofit. Users of the TrustMark Government endorsed quality scheme will be required to comply with PAS 2035 when undertaking any domestic retrofit work. Those who hold the TrustMark can demonstrate to consumers that they have the skills and knowledge to deliver the best practice standards and trading practices in the sector.</p>
SEAI	Sustainable Energy Authority of Ireland.
SERC	South Eastern Regional College.
UKAS	UK Accreditation Service. This is the body responsible for determining, in the public interest, the technical competence and integrity of organisations such as those offering testing, calibration and certification services.

26 March 2021

Quality Improvement  
Asset Management Division  
Northern Ireland Housing Executive  
9 Lanyon Place  
Belfast  
BT1 3LP

Dear Sir/Madam

**RE: Public Consultation on Draft Cavity Wall Insulation Plan**

With reference to the above consultation, please find detailed below the substantive response from Mid Ulster District Council in relation to the consultation on “The Draft Cavity Wall Insulation Plan”.

The response to the consultation document is as noted below:

1. Building Regulations (Northern Ireland) 2012 Guidance Technical Booklet F1 – Conversation of Fuel and Power in Dwellings provides the following guidance in relation to cavity wall thermal qualities:
  - New Cavity Walls: U-Value of 0.28
  - Upgrading Cavity Walls: U-Value of 0.55

Replacing the CWI would only necessitate meeting the less onerous U-Value of 0.55 and cavities in Buildings in the 1980s and early 1990s should be of sufficient width to achieve this U-value (i.e. 50-75mm wide cavities). It should be noted however that although this would be in compliance with Building Regulations, these replaced insulated cavity walls would have an insulation standard that is markedly below what a modern newly constructed cavity wall would generally achieved (i.e. a U-Value of 0.28 or less with cavity widths 100-150mm wide). To take these NIHE properties up to newly constructed cavity wall standard in relation to insulation quality would require additional dry lined insulation either internally or externally.

2. A specific timeline to put in place these recommendations has not been determined in the document and this appears to be mainly due to funding issues. As the Building Regulations are reviewed and updated at various intervals which normally include energy efficient measures, this may result in insulation specifications requiring an update over time, and therefore a potential review of the proposals would be required when this happens which could hinder progress and add cost to the overall programme.
3. It should be noted that the report covers injected cavity wall constructed properties only. Single skin properties such as solid walls or orlit construction were not included which account for around 15,000 properties. The document however does reference in the action plan that these type of properties would



also need to be addressed. No surveys or proposals for these type of properties are evident in the document though.

4. The proposals in the report appears to lean towards the assumption that all NIHE stock had injected CWI insulation back in the 1980s and early 1990s. Consideration should be given to reviewing what percentage have had built in cavity wall insulation as carrying out remedial work and upgrade to this type of cavity wall would be much more difficult to achieve.
5. A Building Control Fee is not applicable for injecting cavity wall insulation, although an application to Building Control is required. A Building Control application with the appropriate fee would be required for other potential works that may be carried out at the same time such as heating, ventilation or dry wall insulation installation etc.

We would be grateful if you would give these comments due consideration and advise in due course on the outcome of your determination in this matter.



<b>Report on</b>	Review of Policy on Street Naming and Numbering
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	William Wilkinson

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To advise Members on the review of the Policy on Street Naming and Numbering.
<b>2.0</b>	<b>Background</b>
2.1	The current Street Naming and Numbering Policy as agreed by Mid Ulster District Council has been used as the basis for Street Naming requests since March 2019.
2.2	Following the adoption of the reviewed Policy, the Building Control Department have received 24 requests for the naming of new streets within residential and commercial developments. To date, the Policy has provided a sound basis for ensuring that effective procedures are in place for the processing and approving names of new streets/roads within Mid Ulster District Council.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The Policy for Street Naming and Numbering (see Appendix 1) has been used as the basis for processing street naming requests since March 2019. There are two areas within the current Policy where comments have been made by Members:</p> <ul style="list-style-type: none"> <li>i. Liaising with local historical/community groups with a view to gaining knowledge of local area to enable compliance with Paragraph 5.2 – “Criteria – General”.</li> <li>ii. In relation to renaming of an existing street, the residents on that street should be made aware of the issues surrounding the successful renaming of a street.</li> </ul>
3.2	The Policy Review document as attached in Appendix 2, details the areas highlighted for consideration within the “Policy for Street Naming and Numbering” accompanied by relevant comments.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None

<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: Assessment to be carried out following the completed review of Policy prior to being agreed.
	Rural Needs Implications: Assessment to be carried out following the completed review of Policy prior to being agreed.
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	It is recommended that Members consider the points raised within the Review of the Policy for Street Naming and Numbering and any additional issues which may require consideration.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Policy on Street Naming and Numbering
6.2	Appendix 2 – Policy review document on Street Naming and Numbering

## Policy on Street Naming and Numbering

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

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7.0	Roles & Responsibilities	
8.0	Impact Assessments <ul style="list-style-type: none"> <li>• Equality Screening &amp; Rural Needs Impact</li> <li>• Staff &amp; Financial Resources</li> </ul>	
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Appendices	Description	Page Number
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B	Naming of New Streets and Housing Developments: <i>Procedure</i>	
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## **1.0 INTRODUCTION**

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

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

## **2.0 Policy Aim & Objectives**

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

### **2.2 Policy Objectives:**

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

## **3.0 Policy Scope and Legislative Framework**

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

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

### **Interpretation and Definitions**

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

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

### **4.0 Linkage to Corporate Plan**

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

### **5.0 Naming of New Streets**

- 5.1 Proposals for new Street names linked to traditional place names will be favorably considered and that if such a place name is traditionally in a language other than English, that name may also be considered as the name by which that place may be known. The procedure that will apply in relation to proposal under this [policy] is contained in Appendix [B]. Building names are not controlled by statute and do not form part of this Policy.
- 5.2 Criteria - General

To maintain the heritage and identity of the area administered by Mid Ulster District Council in naming a new Street and/ or Housing Development the following criteria shall be adhered to. The name chosen shall;

1. Reflect the local townland name, or a local geographical/ topographical, social or historical feature.
2. The name shall not use the townland name within which the street and/ or the housing development is situated. The townland name shall still form part of the postal address.



3. The name should not mark any historical or political event or any individual or family, living or deceased.
4. The prefix of the name can only be the same as an existing Street or Road name prefix in the locality if it is accessed from that street or road.
5. To avoid confusion over addresses the name should not sound similar to an existing Street or Road name in that District Electoral Area.
6. The erected nameplate shall express the name in English; and may express that name in any other language other than English in accordance with Article 11 of the 1995 Order.
7. Although not prescriptive or exhaustive the running order/hierarchy for Street naming should follow an easily understood pattern, for example:
  - Road–Street–Avenue–Mews–Drive–Lane–Close–Alley

## **6.0 Renaming and Renumbering Existing Streets**

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

### **6.2 Criteria - General**

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

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

## **7.0 Roles and Responsibilities**

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

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

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

*Street names and numbering of buildings*

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

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

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

- (a) sections 64 and 65 of the Towns Improvement Clauses Act 1847<sup>F6</sup>;
- (b) in section 38 of the Towns Improvement (Ireland) Act 1854<sup>F7</sup> 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<sup>F8</sup>;
- (d) section 19 of the Public Health and Local Government (Miscellaneous Provisions) Act (Northern Ireland) 1949<sup>F9</sup>; and
- (e) so much of any local Act as relates to the naming of streets or the numbering of houses or buildings;

## **Appendix B**

### **Naming of New Streets and Housing Developments: *Procedure***

1. Developers should submit an application for a new Street/ Development naming to the Council's Building Control service within the Public Health and Infrastructure Department ("the Department") before any promotional activity on the sale of properties commences.
2. The applicant should recommend at least 2 but no more than 3 names per street for consideration, outlining how they consider the proposed names comply with the criteria referred to within Section 5.2 above
3. If the Department determines that the name(s) does not conform to the criteria within 5.2 of this Policy, the developer/applicant will be informed of this and asked to submit an alternative name(s) and/or written representations as to why they disagree. When the Council receives an alternative name(s) and the Council Officer deems that it meets the criteria then it will be recommended to the Council's Environment Committee for consideration.
4. If the developer/applicant is not in agreement with the Department's evaluation they can make written representations which will be considered at the next available meeting of the Environment Committee.
5. The developer/ applicant will be informed of the approved name following approval of the Environment Committee minutes at the next available Council meeting of Mid Ulster District Council
6. Should the Committee not accept any of the presented options the applicant/ developer will be informed of the Council's decision
7. If following the non-acceptance of a proposed name the applicant/ developer does not resubmit an alternative name to the Council within 8 weeks of the date of the decision letter, the Council may identify a name and notify the applicant/ developer of their intention to approve that name. The Council shall allow four weeks to elapse from the date of the notification of the name before presenting it to the next available Environment Committee
8. If a street name has been approved by the Council it shall not be considered for change within 6 months from the date of approval, unless in accordance with the Council's Standing Orders.
9. Names shall be shown on nameplates which will include the townland where relevant and erected in line with current Guidance.
10. New buildings will be allocated numbers consecutively with odd numbers to the right hand side and even numbers to the left hand side.

## **Appendix C**

### **Renaming Existing Street Name: Procedures**

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

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

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



**Policy Review on Street Naming and Numbering**

Point	Issue Identified	Commentary	Recommendation
i.	Achieving compliance with Paragraph 5.2 “Criteria – General” Point 1 – As raised by Members	Where developers/applicants have been unable to propose suitable names for a new street/road to comply with the Policy as adopted, it is considered that they should liaise with local historical/community groups where available, which may have local knowledge of the area thereby enabling informed proposals to be submitted.	It is recommended that Appendix B – Point 2, should be clarified to include reference to local historical/community groups which may be beneficial in advising applicants on relevant names for a new street/road in their locality
ii.	Street Renaming – Residents being aware of the implications of agreeing to the renaming of the street/road on which they reside – As raised by Members	Concern had been raised by Members in relation to residents of a street/road being made fully aware of the issues which will directly affect them if the renaming proposal is successful. Residents’ personal information including banking, property details includes deeds, mortgages etc., driving licence etc. will require to be changed to reflect the new name for the street/road if the renaming proposal is successful.	It is recommended that within Appendix C, a new Point is inserted following Point 4 of the existing Procedures to highlights the issues which will affect the residents of a road which has been successfully renamed



<b>Report on</b>	Bus Shelters Update
<b>Date of Meeting</b>	9th March 2021
<b>Reporting Officer</b>	Raymond Lowry

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on the current bus shelter status.
<b>2.0</b>	<b>Background</b>
2.1	Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the department to erect and maintain on any road within the district of the council, shelters for the protection from the weather or persons waiting to enter public service vehicles. Bus shelters are erected following local representations. They are provided, particularly for those who have to use public services who may have to stand out in the inclement weather.
2.2.	Following the bus shelter collaborative workshop held in March 2020, the bus shelter process was discussed and agreed at the Council meeting held on the 27 <sup>th</sup> March 2020. Members are advised in a monthly report of progress made on the various applications that have been lodged with the department.
2.3	Due to the Covid-19 pandemic progress has been delayed with unavailability of staff and priority of workloads within the various departments involved in dealing with the shelter installation. MUDC / DfI Roads have met (through "Microsoft Teams") to discuss a selection of these projects and will continue to carry out similar meetings to progress shelter applications.
2.4	<p>Members to note that an update workshop was held virtually on Monday 11<sup>th</sup> January 2021 at 12:30pm with elected members to review the existing Bus Shelter procedural guide / policy. It was agreed as follows;</p> <ul style="list-style-type: none"> <li>• All applications that presently do not meet the current criteria are to be put "On Hold" until procedure guide has been reviewed and approved by Council.</li> <li>• Revised Procedural Guide has now been presented to the March Committee for approval.</li> </ul>

<b>3.0</b>	<b>Main Report</b>
3.1	<p>The following information headings will be covered:</p> <ul style="list-style-type: none"> <li>• New applications made in the past month (see 3.2)</li> <li>• Progress on stages 2-4 application process (see 3.3)</li> <li>• Request for Council to move from stage 5 (see 3.4)</li> <li>• Progress update on stages 6-9 (see 3.5)</li> <li>• Progress update on stages 10-11 (see 3.6)</li> <li>• Update on statutory response times in relation to agreement on time related responses for application (see 3.7)</li> <li>• Other issues (see 3.8/3.9)</li> </ul>
3.2	<b>New Applications made in the past month</b> – no new applications made in the past month.
3.3	<b>Progress on stages 2-4 of the application process</b> – see table in Appendix 1.
3.4	<b>Requests for Council to move from stage 5 of the application process</b> – no applications to move to stage 5 of the application process this month.
3.5	<p><b>Progress update on stages 6-9</b> – the applications below have been discussed with a view to getting approval and are “on hold” for community consultation until revised Procedural Guide has been approved:</p> <ol style="list-style-type: none"> <li>1. Main Street, Benburb</li> <li>2. Tullyhogue village</li> <li>3. St Colmans Park, Moortown</li> <li>4. Cappagh village</li> <li>5. Whitebridge, Ballygawley</li> <li>6. Innishrush Village</li> <li>7. Annaghnaboe Road, Clonoe</li> <li>8. Bellaghy ( 2 no )</li> <li>9. Knockloughrim Village</li> <li>10. Meenagh Park, Coalisland</li> <li>11. Eglish View, Ballinderry</li> </ol>
3.6	<b>Progress update on stages 10-11</b> – no applications are currently being recommended for approval. No shelters installed since date of last meeting.

3.7 **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	1	1
Education Authority	2	0	2
DfI Roads	0	0	0
NIHE	1	0	1

**Translink,  
Responses Outstanding** 1. Mountjoy road, Brocagh  
2. Tullyhogue village, Tullyhogue

**Education Authority,  
Responses Outstanding** 1. Brough Road, Castledawson  
2. Mountjoy Road, Brocagh

**NIHE  
Responses Outstanding** 1. Innishrush Village

- **Interagency Meeting;** Statutory update meeting held 20 January 2021 with DfI Roads, Education Authority, NIHE and Translink, to discuss new Bus shelter locations, response times and any other issues. Next meeting scheduled for 19 March 2021.
- Site meetings held with DfI roads and Translink for Derryvale, Coalisland, Jordan Engineering, Benburb and Glendavagh road, Aughnacloy on 08 February. Updates included on Appendix 1.

3.8

Members to Note the following shelters as listed in Table 1 have been passed to Property Services for installation and currently being programmed for installation.

Table 1

Shelter Location	Current Status	Date-Passed to Property services
Main Street, Culnady	Approved	17/01/2021
Killeenan Road, Cookstown	Approved	17/12/2020
Washingbay Road, Moor Road, Clonoe	Approved	17/12/2020
Brackaville, Coalisland	Approved	17/12/2020
Stewartstown	Approved	21/10/2020
Glebe Court, Dungannon	Approved	13/10/2020
Thornhill Road/Agharan Road, Pomeroy	Approved	17/12/2020
Drumullan village	Replacement shelter with one side removed to allow safe access from existng footpath	21/10/2020
Moygashel Village	Approved	17/12/2020

3.9

Other issues:

As advised at the October Environment Committee meeting, the current shelter application for Tirkane Road has been removed from the register due to its unsatisfactory location. Technical Services will review alternative locations for a new shelter and report back to the next available Committee.

4.0

Other Considerations

4.1

Financial, Human Resources & Risk Implications

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

	Risk Management: Non-delivery will have adverse impact of users of public transport.
4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members to note the content of the report on the progress made on bus shelters within the district.
5.2	<p>Members approval to progress the “On Hold” applications from the Bus Shelter Register following approval of the revised Bus Shelter Procedures .</p> <ul style="list-style-type: none"> <li>• Main Street, Benburb</li> <li>• Tullyhogue village</li> <li>• St Colmans Park, Moortown</li> <li>• Cappagh village</li> <li>• Whitebridge, Ballygawley</li> <li>• Innishrush Village</li> <li>• Annaghnaboe Road, Clonoe</li> <li>• Bellaghy ( 2 no )</li> <li>• Knockloughrim Village</li> <li>• Meenagh Park, Coalisland</li> <li>• Eglis View, Ballinderry</li> </ul>
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Progress table with comments.





Table 1 – Applications awaiting formal application to be submitted (0nr)				
No	Location	Stage	Status / Comment	Progress status
0	N/A	N/A	N/A	All forms received for applications
Table 2 – New applications received since last Committee (0nr)				
0	N/A	N/A	N/A	No new applications received this month
Table 3 – STAGES 2-4, (3nr)				
1	Derryvale, Coalisland	3	Proposed location has been declined by Translink. Alternative sites being sought.	Site visit held, 08 February with, DFI roads and Translink to agree site. Alternative location has been identified, Landowner to be identified as adjacent to existing field access. DFI roads to confirm.
2	Jordan Engineering, Benburb	4	Meeting to be organised with Cllr Burton on site to agree location	Site visit held, 08 February 2021 with, DFI roads and Translink to review shelter location options. TS to discuss existing routes with EA, and discuss possible new location with landowner.
3	Brough Road, Castledawson (Private Application) - 2018/001	3	Application Form returned .	User numbers requested by Translink/EA . Translink Have reported 4nr passengers, EA to confirm numbers. Following recent interagency meeting EA to respond with user numbers, reminder sent.
Table 4 – STAGES 5-8, (17 NR)				
No	Location	Stage	Status / Comment	Progress status
1	Tullyhogue Village	6	Residents declined original location as will promote anti-social behaviour. Limited options for alternative sites that suit bus pick-ups.	New site identified within village. Site meeting took place with applicant and Translink. Travel directions and pick up numbers confirmed with EA and Translink still to respond.
2	St Colmans Park, Moortown	6	Met applicant on site 9 October 2020, site agreed.	NIHE confirmed that they are the registered owner. Discussions ongoing for lands transfer/purchase. Letter sent from applicant to Minister for comment on the requirement by NIHE to sell/ lease grounds, awaiting response.
3	Cappagh Village	6	Existing shelter in dangerous location, no footpath. Community request to have children lifted in the village. Limited turning space for buses in village.	Site meeting held on 01 December, new location has been agreed for the shelter. Local community group have discussed with adjacent neighbours who appear in favour of the proposed location. Landowner investigation underway. On hold subject to new procedural guide being approved.
4	Whitebridge, Ballygawley	6	New request for shelter	Private Landowner identify. Site agreed with DFI Roads and EA. Neighbour notification to be issued for location. Awaiting approval for new procedural guide from Council.
5	Glendavagh Road, Crilly, Aughnacloy - 2016/013	6	Application Form filled in during meeting with Cllr Burton	Site visit held 08 February 2021, with DFI roads. Site identified, subject to landowner agreement. Translink confirmed 0nr users, EA confirmed 6nr users. Site visit to be confirmed with EA and DFI roads for site location.
6	Church street , Cookstown	6	Site meeting held with applicant, user number requests issued to Translink and EA	User numbers requested from Translink and EA. Translink responded to say they lift 20nr passengers. EA confirmed 10nr users. Site estate agent for adjacent vacant site to be consulted on shelter location.
7	Kinrush Road/Battery Road Junction, Moortown	6	Original site limited space, alternative site to be confirmed.	Original location deemed not acceptable although alternative location has now been identified and progress to install shelter to programmed. TS programmed to discuss with DFI roads at next meeting and progress to instruct to install shelter.
8	Bellaghy, Overends layby	8	Proposed site at Overends Layby adjacent to recent EI scheme paved area.	Discussed with DFI roads and alternative 2no locations have been agreed. Translink to confirmed locations . Community engagement to complete to ensure all residents are in agreement to new shelter locations. Translink and DFI roads have confirmed they are content to move their stops and subject to reseat engagement these can progress. Nearest neighbour consultation returned did not meet required criteria. (shelter currently on hold) .
9	Main Street, Bellaghy	8	Existing shelter removed, at chemist. Proposed new sites have been identified at Seamus Heaney HomePlace.	Discussed with DFI roads and alternative 2no locations have been agreed. Translink to confirmed locations . Community engagement to complete to ensure all residents are in agreement to new shelter locations. Translink and DFI roads have confirmed they are content to move their stops and subject to reseat engagement these can progress. Nearest neighbour consultation returned did not meet required criteria. (shelter currently on hold) .

10	Knockloughrim Village	8	Landowner unknown for proposed site. Further investigations underway to determine landowner.	Parks department have agreed location within their site, Neighbour consultation, closed 20 October 2020. Nearest neighbour consultation returned, did not meet required criteria. (Shelter currently on hold)
11	Kingsisland Primary School	6	Final confirmation from primary school required to progress.	Meeting to be held with school on exact location of shelter, location drawing circulated to school and church for final approval for shelter location. Meeting held with Primary school. Currently a Planning application has been lodged to extend the school. (On hold subject to Planning decision)
12	Inishrush Village	8	Landowner clarified as NIHE.	NIHE to approve location for new shelter. Programme for delivery, subject to permission and legal agreements/ lands transfer from NIHE. Further update and community engagement to be confirmed. NIHE to consider if lands to be transferred to MUDC. Neighbour notification issued, closes 6 November 2020. Nearest neighbour consultation returned did not meet required criteria. (shelter currently on hold)
13	Magheracastle Road / Mountjoy Road, Brocagh	6	Pending withdrawal notification from applicant as proposed site on wrong side of the road for pick-up.	Report at next Council Site meeting held 3 August, site agreed, requests sent to Translink and EA for number confirmation. Reminders sent to both parties awaiting responses
14	Killeen Crossroads	6	Translink to provide alternative pick-up avoiding dangerous road crossing to Coole Road.	translink now relocated their stop / pick up location and new shelter can be provided at this location. Discussion with DfI Roads and community engagement to be held to close out formal process and instruction to given to install shelter.
15	Main street, Benburb	6	Site meeting held with Cllr Molloy, user number requests issued to Translink and EA	User numbers requested from Translink and EA. Translink confirmed 25 passenger numbers. EA confirmed they lift no passengers at this stop. Landowner to be identified.
16	Annaghoboe Road/ Washingbay Road Junction, Clonoe - 2017/006	8	Awaiting Application Form to be returned. Landowner approval required for siting of new shelter on Washingbay Road.	Landowner approval refused. Alternative site to be agreed. Programme to be confirmed when site identified. If new location cannot be agreed a paper will be brought back to Council to have the application withdrawn. Meeting with Translink 10th September and approval has been agreed for new site. Neighbour notification closes 30 October 2020. Nearest neighbour consultation returned did not meet required criteria. (shelter currently on hold) ..
17	Goland Road/ Armaghlughey Road, Ballygawley - 2016/015	6	Application Form completed.	Translink users confirmed, 10nr. Location to be agreed with DfI roads./ Translink. Neighbour notification to be issued

Table 5 – STAGE 9, (9NR),				
No	Location	Stage	Status / Comment	Progress status
1	Drumullan	9	Translink and Education Authority to confirm user numbers to progress.	Existing shelter to be replaced with new shelter ( minus one end piece ) the removal of end piece will facility access from existing footpath thus meaning users will not have to egress onto public road to access the shelter. Progress - <b>Property services instructed to proceed with replacement shelter</b>
2	Stewartstown	9	Translink to provide Clear Channel shelter at this location. Available budget for Translink causing delay.	<b>DfI roads have agreed land ownership. This has been passed to Property Services for installation. Site visit held 12 February 2021 with Translink. Two possible locations agreed, final DFI consultation needed to determine final location.</b>
3	Glebe Court, Castlecaulfield	9	Relocation of existing shelter, land ownership to be confirmed for new site.	Site location has been identified and discussed with DfI Roads and subject to confirmation of land ownership and resident consultation then this shelter provision will proceed. <b>Meeting with Translink 10th September . Passed to Property Services for installation. Baseexcavated, ready for concrete.</b>
4	Thornhill Road, Pomeroy	9	Request received from Keith Buchanan, Numbers to be confirmed with EA and Translink	<b>User numbers and suitability confirmed by Translink. Consultation with DFI roads required and neighbour notification complete 100% in favour. Concrete base has been installed</b>
5	Credit Union, Moygashel	9	Site meeting between MUDC, Translink and Cllr Cuthbertson on 28-02-2020	<b>Request sent to Translink to re-assess the passenger numbers in this location as requested by applicant. Neighbour notification approved shelter. Passed to property Services for installation.</b>
6	Clonoe Crossroads	9	Relocation of existing shelter as too close to junction. Land search in progress to find alternative suitable site.	Discussion with DfI have indicated a suitable location can be accommodated and subject to community engagement should be able to install. DfI Roads to check pedestrian crossing points in the locality. <b>Relocation agreed with Translink 11 September 2020, from Dormans Bar, 30m to housing entrance. Neighbour notification issued. and returned with approval for the bus shelter to proceed. Passed to property services for installation.</b>
7	Killeenan Road/Camlough Road/ Loughdoo Road	9	Proposal to locate shelter in Kildress GAC, awaiting confirmation from Education Authority for pick up from the new location.	<b>Shelter location agreed with EA. Neighbour notification carried out, 100% positive return. Shelter passed to Property services for installation.</b>
8	Culnady Village	9	Site approved in centre of village, located on DFI Roads lands.	<b>Site agreed on DFI Roads lands in centre of village. DfI Roads have confirmed ownership and approved shelter locationon shelter installtion. Shelter passed to Property services for installation.</b>
9	Brackaville, Four Seasons Bar, Coalisland	9	Limited space on existing footpaths. Translink deemed unsafe. New site required for shelter.	Discussions with DfI Roads have indicated that potential location can be facilitated pending community engagement. <b>Translink have approved location subject to neighbour agreement to removal of hedging. Applicant to approach resident for permission. Nearest neighbour consultation did meet required criteria. Shelter passed to Property services for installation.</b>

**Table 5 – Stage 9 - Bus Shelters Installed (3nr)**

No	Location	Stage	Status / Comment	Progress status
1	143 Omagh road, Ballygawley	9	Existing Bus stop/layby, report to committee required	Installed.
2	Millview/Dunnamore Road, Dunnamore	9	Location agreed, site, DfI Roads compliant for new location.	Installed.
3	Kildrum Estate, Galbally	9	New shelter provision at entrance to housing development.	Installed.

**Table 7 – Applications to be re visited (2Nr)**

No	Location	Stage	Status / Comment	Progress status
1	Coole Road	Revisit application following Jan meeting	Re-open application	discussion with DfI Roads to be held in light of new agreed process principals. Report at next Council Meeting
2	Duffs Corner, Ardboe	Revisit application following Jan meeting	Re-open application	discussion with DfI Roads to be held in light of new agreed process principals. Report at next Council Meeting. <b>Applicant to review and confirm if shelter is required in proposed location. If not this will be brought to committee with recommendation to be removed from the register</b>

<b>Report on</b>	Bus Shelters Procedural Guide
<b>Date of Meeting</b>	9th March 2021
<b>Reporting Officer</b>	Raymond Lowry

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To agree the Councils Procedural guide for installations of Bus Shelters within the District.
<b>2.0</b>	<b>Background</b>
2.1	Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the Department for Infrastructure (DfI) to erect and maintain, on any road within the district, shelters for protection from the weather for persons waiting to enter public service vehicles. Bus shelters are erected following local representations.
2.2.	Members will note that the original Procedural Guide was approved at the Environment Committee in May 2015 and Members have since sought that the Procedural Guide be reviewed and the necessary revisions made that will improve the delivery of Bus Shelter applications in the District. To progress this review a series of Members workshops were held to discuss all aspects of the process.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>The review of the Bus Shelter Procedural Guide covered the following headings:</p> <ol style="list-style-type: none"> <li>1. Essential criteria for acceptance of shelter</li> <li>2. Stakeholder engagement response times</li> <li>3. Consultation process with adjoining properties</li> <li>4. Anti-social Activities</li> <li>5. Bus Shelter Design</li> <li>6. Removal of Shelters</li> </ol>
3.2	The Members workshops provided a platform for all Members to express their views and make appropriate suggestions that were considered in the review process.

3.3	Following the Members workshops the Procedural Guide documents have been revised and are included in the Appendices of this report.
3.4	The Bus Shelter Procedural Guide going forward will be reviewed every 2 years.
3.5	Members to note that this report covers the installation of shelters and does not cover the ongoing maintenance of the existing shelter stock already installed throughout the District.
<b>4.0</b>	<b>Other Considerations</b>
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within budget for Technical Services and Property services to action provision / installation costs within their budget.
	Risk Management: Non-delivery will have adverse impact of users of public transport.
4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members to note the content of the report and approve the Bus Shelter Procedural Guide and survey documentation as detailed in Appendices 1 and 2.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Bus Shelter Procedural Guide
6.2	Appendix 2 – Neighbour Survey correspondence

# Procedural Guide on the Provision of Bus Shelters



## 1.0 Bus Shelters – Mid Ulster District Council

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

### 1.1 PROCEDURAL STATEMENT

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

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

### 1.2 CRITERIA FOR THE ERECTION OF A BUS SHELTER

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

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

## Appendix 1

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

### 1.3 DESIGN OF BUS SHELTER

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

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

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



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



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



## 1.4 REPLACEMENT OF BUS SHELTERS

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

## 1.5 PROVISION OF BUS SHELTERS – PROCESS

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

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

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

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

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

Organisational Name	Contact Name	Contact Number	

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

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

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

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

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

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

**Stage 11:** Report back to Council.

Date

Our Ref: MUDC/TS/BS/

The Occupier

Address 1

Address 2

Postcode

Dear Sir/Madam,

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

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

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

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

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

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

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

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

- a. returning in Self Addressed Envelope provided, or
- b. emailing to [Technicalservices@midulstercouncil.org](mailto:Technicalservices@midulstercouncil.org)

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

Thank you for your time completing this survey.

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

Yours faithfully,

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

Raymond Lowry  
**Head of Technical Services**

Encs.

**Cc DEA Councillors**



## **PROVISION OF BUS SHELTER – SURVEY FORM**

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

☐

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

☐

If you have ticked this box please give reason for objection

Reason for Objection:

Name: \_\_\_\_\_  
(CAPITALS)

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

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

### **Data Protection**

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

## Appendix 1

**[Insert Map of proposed Bus Shelter location]**

## Appendix 2

### BUS SHELTER TYPE

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



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



<b>Report on</b>	DAERA – Valuing Nature – A Biodiversity Strategy for NI to 2020. Report on the implementation of the NI Biodiversity Strategy
<b>Date of Meeting</b>	9th March 2021
<b>Reporting Officer</b>	Raymond Lowry

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform members of a request from DEARA on progress made by Local Authorities on the promotion and conservation of biodiversity through the Local Biodiversity Action Plan process. This feeds into the Northern Ireland Biodiversity Strategy, which is a requirement under the Wildlife and Natural Environment Act 2011 (the WANE Act).
<b>2.0</b>	<b>Background</b>
2.1	Council have been requested (see Appendix 1) to report on progress made under Action 47 of the Northern Ireland Biodiversity Strategy – Review Local Biodiversity Action Plans to assist the promotion and conservation of biodiversity at a local level.
2.2	The Northern Ireland Biodiversity Strategy forms the blueprint for conserving and improving biodiversity in Northern Ireland. Successful implementation of recommendations undoubtedly requires some means of ensuring that the strategy is translated into effective action at a local level. Local Biodiversity Action Plans are seen as a means by which this can be achieved.
2.3	Through the Mid Ulster Biodiversity Action Plan process, a biodiversity audit of the habitats and species that occur in Mid Ulster was undertaken. This identified those habitats and species most at threat in the area, and for which conservation action could be undertaken. The Biodiversity Action Plan sets out measures to support the conservation of these local priority Habitats and Species. It is the implementation of these actions that will help ensure the biodiversity of Mid Ulster is maintained and enhanced.
2.4	The current Mid Ulster Biodiversity Action Plan is due to be renewed or updated. However, many of the actions are still important, are still working, and at least some of them will be carried through into any new Biodiversity Action Plan. The main delay in an updated Plan has been the delay in the new Northern Ireland Priority Species list that is to be produced by NIEA. When released, this new list will influence local action for local species. Until this, the current Mid Ulster

	Biodiversity Action Plan continues to be effective at making a positive contribution to conserving and enhancing the biodiversity resource in Mid Ulster.
<b>3.0</b>	<b>Main Report</b>
3.1	The Consultation request letter from DAERA is shown at Appendix 1. The draft response has been prepared (see Appendix 2) and is detailed as below.
3.2	As detailed in the Strategy, Local Authorities are the Lead Body for Action 47 – “Review Local Biodiversity Action Plans to assist in the promotion and conservation of biodiversity at a local level.”
3.3	In addition to fulfilling obligations under Action 47, through the Local Biodiversity Action Plan process, Mid Ulster District Council is making positive contributions to a number of other Actions within the Strategy. This includes: (A43) - positive management of land for biodiversity benefit: (A45) - grassland conservation training: (A31) - contributing to the All-Ireland Pollinator Plan: (A27) - management of non-designated land to maintain and enhance priority habitats and species: (A51) - increasing volunteer engagement in biodiversity management: (A52) - increasing the number of individuals actively involved in Citizen Science recording projects.
3.4	The Mid Ulster Biodiversity Action Plan has been, and continues to be successful in delivering biodiversity gain in the Mid Ulster area. In addition to undertaking projects on council properties, partnerships have been established with public, private, voluntary and community sectors, to encourage and engage participation in action for our local biodiversity in the wider countryside.
3.5	In a typical year, twenty to thirty themed information, training and practical sessions covering habitat creation and management, species management, and biodiversity recording are organised through the Mid Ulster Biodiversity Action Plan process. Through this public engagement, local people are encouraged to learn about, enjoy, care for, and be inspired to take action for our local biodiversity.
3.6	Themed information events and guided walks encompass a wide range of topics including: woodland walks; winter tree identification; mammal tracks and signs; birdwatching for beginners; garden wildlife; bat nights; butterflies, bugs and bumblebees; urban biodiversity; an introduction to biodiversity recording.
3.7	It is recognised there is a lack of data on the presence and abundance of species throughout Northern Ireland. One of the underlying themes within the Mid Ulster Biodiversity Action Plan is to encourage local people to “record what you see”, and submit their records to the appropriate data centre. These records help build a better picture of what species there are in the area and where they are living. They help determine the status of a species (both at local and national level), and guide specific action to protect our most threatened habitats and species. A range of training events are held covering a variety of aspects of biodiversity recording, tailored to specific target audiences. This includes: General biodiversity records of species observed in gardens, parks, school grounds, etc.;



	participation in Citizen Science recording projects such as Big Garden Birdwatch, Big Butterfly Count, All Ireland Daubenton's Bat Survey; through to taking part in highly technical and specialised recording such as the Mid Ulster Bird Ringing Project.
3.8	Practical projects have included; woodland creation; hedgerow creation and management; grassland management; wetland management; urban habitat management for biodiversity; homes for pollinators; bird, bat and biodiversity boxes; growing native trees from seed; non-native invasive species management; etc. While these habitats may not be classified as Northern Ireland Priority Habitats, and some of the species benefiting from these projects are not all Northern Ireland Priority Species, they certainly make a positive contribution to biodiversity in the Mid Ulster area, with some even making a significant contribution on a Northern Ireland scale.
3.9	In addition to biodiversity gain undertaken through public participation, a number of actions identified in the Mid Ulster Biodiversity Action Plan have been incorporated into council systems. Where suitable, biodiversity areas are being created and managed on council sites. This includes, woodland copses, hedgerows, grasslands and wider wetland habitats. The provision of 'wildlife homes' is being implemented across a range of sites. Biodiversity enhancement is also considered for all capital projects, with appropriate actions incorporated wherever feasible.
3.10	Mid Ulster District Council is of the opinion that actions implemented through the Mid Ulster Biodiversity Action Plan process are a valuable mechanism by which a positive contribution is made to the promotion and conservation of biodiversity at a local level.
<b>4.0</b>	<b>Other Considerations</b>
4.1	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within budget for Technical Services
	Risk Management: Non-delivery will have adverse impact on Biodiversity
4.2	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	It is recommended that Members consider the content of the attached draft response to the consultation and if in agreement, respond to DAERA as draft until Council ratification on 25 <sup>th</sup> March 2021.
<b>6.0</b>	<b>Documents Attached &amp; References</b>

6.1	Appendix 1 – Request from DEARA for response
6.2	Appendix 2 – MUDC Draft response

# Appendix 1



Department of  
**Agriculture, Environment  
and Rural Affairs**  
[www.daera-ni.gov.uk](http://www.daera-ni.gov.uk)

Your reference

Our reference T47

Chief Executive

Natural Heritage Policy  
Regulatory and Natural Resources Policy  
Division,  
DAERA  
Klondyke Building  
Cromac Avenue  
Gasworks Business Park  
Lower Ormeau Road  
Malone Lower  
BELFAST BT7 2JA



+44 (0)28 9056 9314

[Biodiversity.policy@daera-ni.gov.uk](mailto:Biodiversity.policy@daera-ni.gov.uk)

1<sup>st</sup> February 2021

## **Valuing Nature - A Biodiversity Strategy for Northern Ireland to 2020. Report on the implementation of the Northern Ireland Biodiversity Strategy**

Dear Chief Executive,

The current Northern Ireland Biodiversity Strategy was published on 1 July 2015. As you are aware, the Biodiversity Strategy is a statutory requirement under the Wildlife and Natural Environment Act 2011 (the WANE Act). The WANE Act also requires the Department to publish a report on the implementation of the Strategy and, **as the current strategy finished on 31 December 2020, we require “a Final Progress Report”** detailing how well each action has been undertaken.

We therefore need an update from you in relation to the actions detailed in the Strategy’s implementation plan which fall within your area of responsibility.

For your convenience, the actions you are responsible for are included in the table below. You may also wish to review the strategy and full implementation plan at the following link - <https://www.daera-ni.gov.uk/publications/biodiversity-strategy-northern-ireland-2020-0>.

I should be grateful if you can give this matter your consideration and complete the report at your earliest convenience, before **28<sup>th</sup> February 2021**. It is important that your actions and achievements are recorded to determine the overall effectiveness of the Biodiversity Strategy. In particular, it is important to explain the extent to which targets have been met and quantified where appropriate. Where they have not been met, an explanation is also required, together with a revised target date if appropriate.

# Appendix 1



Department of  
**Agriculture, Environment  
and Rural Affairs**  
[www.daera-ni.gov.uk](http://www.daera-ni.gov.uk)

Please send your report to [Biodiversity.policy@daera-ni.gov.uk](mailto:Biodiversity.policy@daera-ni.gov.uk) . If you need to discuss further please contact Mark Preston [mark.preston@daera-ni.gov.uk](mailto:mark.preston@daera-ni.gov.uk) /028 90569314 or Alan Hamilton [alan.hamilton@daera-ni.gov.uk](mailto:alan.hamilton@daera-ni.gov.uk) /02890905603

This final report will aid the Department in developing a new Strategy, along with new international agreements/targets to conserve and enhance the biodiversity of our natural environment. As has been highlighted during the current pandemic, our natural environment is providing vital services to us all, and it is clear that working together is vital in protecting it for future generations.

With this in mind, it is our intention to begin reviewing the current strategy and the preparation of a new Post 2020 Strategy mid-2021, with a view to having a draft strategy ready for consultation in late 2021. I will therefore be inviting you to give your input during this process as a key stakeholder.

I will contact you again shortly to let you know our plans and timetable, etc.

Yours faithfully

Natural Heritage Policy, DAERA

# Appendix 1

**Table – Related Actions**

Implementation Plan					
No	Associated Actions	Target Date for Actions	Lead Body	Related Aichi Target	2020 Progress Report
47	Review Local Biodiversity Action Plans to assist in the promotion and conservation of biodiversity at a local level	Dec 2020	Local Authorities	1, 2, 18	

Natural Heritage Policy  
Regulatory and Natural Resources Policy Division,  
DAERA  
Klondyke Building  
Cromac Avenue  
Gasworks Business Park  
Lower Ormeau Road  
Malone Lower  
BELFAST BT7 2JA

26<sup>th</sup> March 2021

Your Ref: T47

Dear Sir/Madam

**Re: Valuing Nature - A Biodiversity Strategy for Northern Ireland to 2020.  
Report on the implementation of the Northern Ireland Biodiversity Strategy**

Mid Ulster District Council would like to thank DAERA for the opportunity to respond to the consultation on the report on the implementation of the Northern Ireland Biodiversity Strategy.

As detailed in the Strategy, Local Authorities are the Lead Body for Action 47 – “Review Local Biodiversity Action Plans to assist in the promotion and conservation of biodiversity at a local level.”

In addition to fulfilling obligations under Action 47, through the Local Biodiversity Action Plan process, Mid Ulster District Council is making positive contributions to a number of other Actions within the Strategy. This includes: (A43) - positive management of land for biodiversity benefit: (A45) - grassland conservation training: (A31) - contributing to the All-Ireland Pollinator Plan: (A27) - management of non-designated land to maintain and enhance priority habitats and species: (A51) - increasing volunteer engagement in biodiversity management: (A52) - increasing the number of individuals actively involved in Citizen Science recording projects. Should further information relating to these be required, Mid Ulster District Council is happy to discuss the various aspects with the relevant Lead Body responsible for reporting on these actions.

The Mid Ulster Biodiversity Action Plan has been, and continues to be successful in delivering biodiversity gain in the Mid Ulster area. In addition to undertaking projects on council properties, partnerships have been established with public, private, voluntary and community sectors, to encourage and engage participation in action for our local biodiversity in the wider countryside.

In a typical year, twenty to thirty themed information, training and practical sessions covering habitat creation and management, species management, and biodiversity recording are organised through the Mid Ulster Biodiversity Action Plan process. Through this public engagement, local people are encouraged to learn about, enjoy, care for, and be inspired to take action for our local biodiversity.

Themed information events and guided walks encompass a wide range of topics including: woodland walks; winter tree identification; mammal tracks and signs; birdwatching for beginners; garden wildlife; bat nights; butterflies, bugs and bumblebees; urban biodiversity; an introduction to biodiversity recording.

It is recognised there is a lack of data on the presence and abundance of species throughout Northern Ireland. One of the underlying themes within the Mid Ulster Biodiversity Action Plan is to encourage local people to “record what you see”, and submit their records to the appropriate data centre. These records help build a better picture of what species there are in the area and where they are living. They help determine the status of a species (both at local and national level), and guide specific action to protect our most threatened habitats and species. A range of training events are held covering a variety of aspects of biodiversity recording, tailored to specific target audiences. This includes: General biodiversity records of species observed in gardens, parks, school grounds, etc.; participation in Citizen Science recording projects such as Big Garden Birdwatch, Big Butterfly Count, All Ireland Daubenton’s Bat Survey; through to taking part in highly technical and specialised recording such as the Mid Ulster Bird Ringing Project.

Practical projects have included; woodland creation; hedgerow creation and management; grassland management; wetland management; urban habitat management for biodiversity; homes for pollinators; bird, bat and biodiversity boxes; growing native trees from seed; non-native invasive species management; etc. While these habitats may not be classified as Northern Ireland Priority Habitats, and some of the species benefiting from these projects are not all Northern Ireland Priority Species, they certainly make a positive contribution to biodiversity in the Mid Ulster area, with some even making a significant contribution on a Northern Ireland scale.

In addition to biodiversity gain undertaken through public participation, a number of actions identified in the Mid Ulster Biodiversity Action Plan have been incorporated into council systems. Where suitable, biodiversity areas are being created and managed on council sites. This includes, woodland copses, hedgerows, grasslands and wider wetland habitats. The provision of ‘wildlife homes’ is being implemented across a range of sites. Biodiversity enhancement is also considered for all capital projects, with appropriate actions incorporated wherever feasible.

Mid Ulster District Council is of the opinion that actions implemented through the Mid Ulster Biodiversity Action Plan process are a valuable mechanism by which a positive contribution is made to the promotion and conservation of biodiversity at a local level.

Yours faithfully

Mid Ulster District Council





<b>Report on</b>	Department of Health - Draft Mental Health Strategy 2021 - 2031 - Consultation Response
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Mark Kelso, Director of Public Health and Infrastructure

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members of the Department of Health Consultation on the Draft Mental Health Strategy 2021-2031 and to seek Members' approval for the Mid Ulster District Council's Draft Response.
<b>2.0</b>	<b>Background</b>
2.1	The Department of Health is currently consulting on the 10 year Draft Mental Health Strategy 2021 – 2031. The consultation closes on 26 <sup>th</sup> March 2021.
<b>3.0</b>	<b>Main Report</b>
3.1	A draft Consultation Response has been prepared by the Council's Community Planning team for Members' consideration. A consultation session was held for Members and representatives from Community and Voluntary led mental health and counselling groups on 18 February 2021. Groups that were unable to attend on the night were able to submit their views via email.
3.2	<p>The draft Strategy contains a Vision statement, seven Principles, three Themes and 29 Actions. The three themes are :</p> <ul style="list-style-type: none"> <li>- Promoting Wellbeing and Resilience;</li> <li>- Providing the right support at the right time through Prevention and Early Intervention; and</li> <li>- New Ways of Working.</li> </ul>
3.3	The Council's response includes the main issues identified by Members and views provided by the community/voluntary sector consultees.
3.4	<p>The draft response covers the following in more detail:</p> <ul style="list-style-type: none"> <li>• <b>A regionally consistent approach</b> to the delivery of mental health services including a clear pathway model to help people navigate through the mental health care system regardless of where they live, the level of care they require and the level of service they need.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Long term funding</b> to deliver the actions contained in the draft Strategy rather than on a year-on-year basis and proper levels of funding to support the community and voluntary sector to provide early intervention therapies before people reach crisis point.</li> <li>• <b>Central Government funding for schools</b>, including pre-schools, to take forward an agenda of promotion, early intervention and prevention.</li> <li>• <b>The connection between poor mental health and vulnerability</b> including poverty, deprivation and addiction and the correlation between physical and mental health, both influenced and dependent on the other.</li> <li>• <b>GPs greater role in the delivery of mental health services</b>, with a welcome inclusion of training and support for mental health professionals.</li> <li>• <b>The value of partnership working</b>, continued through the co-production and co-design process, particularly in the promotion of good mental health and wellbeing.</li> <li>• <b>The opportunity to deliver the right services</b> in the right way for the next 10 years.</li> </ul>
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: N/a
	Human: N/a
	Risk Management: N/a
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	That members note and if agreeable approve the draft Mid Ulster District Council Response to the Department of Health Draft Mental Health Strategy 2021-2031.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Draft Mid Ulster District Council Response
6.2	Appendix 2 – DOH Draft Mental Health Strategy – 2021 – 2031 <a href="https://www.health-ni.gov.uk/mentalhealthstrategy">https://www.health-ni.gov.uk/mentalhealthstrategy</a>

## **Department of Health Consultation on the Draft Mental Health Strategy**

**2021 – 2031**

### **Mid Ulster District Council Response**

Mid Ulster District Council welcomes the opportunity to respond to the Minister's draft Mental Health Strategy 2021 – 2031 and is particularly pleased that mental health has been recognised as one of the Department of Health's top priorities.

#### **Summary**

The Council is broadly supportive of the vision, founding principles and three key themes contained in the draft Strategy and in summary, welcomes a regionally consistent approach to the delivery of mental health services. There must be a clear pathway model to help people navigate through the mental health care system regardless of where they live, the level of care they require and the level of service they need. Funding to deliver the actions contained in the draft Strategy must be long term rather than on a year-on-year basis and there must be proper levels of funding to support the community and voluntary sector to provide early intervention therapies before people reach crisis point. In particular, there must be central Government funding for schools, including pre-schools, to take forward an agenda of promotion, early intervention and prevention. The Council particularly notes the connection between poor mental health and vulnerability including poverty, deprivation and addiction and the correlation between physical and mental health, both influenced and dependent on the other. We will follow with interest GPs greater role in the delivery of mental health services and welcome training and support for mental health professionals. The Council greatly values partnership working, and hopes that this will continue through the co-production and co-design process, particularly in the promotion of good mental health and wellbeing. This draft Strategy provides the opportunity to deliver the right services in the right way for the next 10 years. Further detail on the issues we have highlighted are set out below.

#### **Year on Year Action Plan**

This draft Strategy is most welcome as a means to drive forward the health and wellbeing agenda for the next 10 years. To date the provision of mental health

services in Northern Ireland has been vastly underfunded. Whilst Mid Ulster District Council welcomes the Year on Year Action Plan approach, funding for action delivery must not be on a short term year-by-year basis. This would simply not provide for the effective delivery of good quality services over the long term.

### **No Wrong Door and Regionally Consistent Approach**

The number of people experiencing mental health problems in Northern Ireland has increased exponentially over the years to an estimated one in five. The current Covid19 pandemic has resulted in a sharp rise in the need for mental health support, with GPs estimating that the numbers of people presenting with mental health issues has doubled since March 2020. Waiting times to access support services have increased in line with this. In Mid Ulster, local community consultations have indicated that individuals and families have faced barriers to accessing the right mental health support services at the right time and therefore, a regionally consistent response for people suffering from mental health problems is essential.

Mid Ulster District Council welcomes the Minister's 'No Wrong Door' assurances but all too often, people have knocked on many, many doors seeking help and support before they reach the right one. For many people, by the time they reach the right door they are at a crisis point in their mental health.

### **Pathways Model**

The Health and Social Care Board published a Regional Mental Health Care Pathway in 2017 and Acute Mental Health Care Pathway in 2018, both lengthy documents filled with information about the delivery of Mental Health services and yet people are still voicing their confusion about who they should talk to about mental health, the services that are available at every level, and how to access those services and support. A clear pathway model that is easy to navigate and provides clarity from early intervention, to targeted support, to treatment and recovery is essential.

### **Access to Counselling**

Suicide increased every year in Mid Ulster from 2015 – 2018, with 179 deaths over the 10 years from 2008 to 2018. There is a deeply unequal level of provision in

counselling services for those in need of support, particularly before they reach crisis point. This disparity is evident across the two Health and Social Care Trusts serving Mid Ulster, with 51% of GP practices in the Southern Trust having an in-house counsellor compared with 89% in the Northern Trust (figures provided by HSCB to PPR). This also applies to access to other talking therapies, which are low cost and can help address distress before it becomes acute, ensuring that fewer people end up needing crisis care, statutory mental health services and anti-depressants.

Suicide is a very sensitive subject matter. Responses to the Council's community consultation on the draft Mental Health Strategy have called for good quality research on causation factors, including listening to families who have lost loved ones through suicide in a therapeutic environment, a place of safety and respite for individuals and families who are in crisis with thoughts of suicide and support for parents whose children are in crisis and at risk of suicide, including young people who are over 18 but still receive care and support from their parents.

### **Primary Care Mental Health Services**

Mid Ulster District Council notes the draft Strategy's commitment to making significant improvements in primary care mental health services, with greater responsibility for GPs. While medication prescribed in primary care settings can be helpful and many patients find it beneficial, ongoing use of medications and the associated side effects should be reviewed at secondary care level rather than being left to GPs to monitor. Additionally, the difficulties of getting face to face appointments with GPs has been widely reported during the Covid19 pandemic, with most consultations taking place over a short telephone or video call. Some GP practices have indicated that this 'new way of working' will continue post-pandemic. It can be exceptionally difficult for a person experiencing mental health issues to articulate how they feel over the telephone and equally difficult for a GP to recognise and diagnose mental health issues without seeing a patient in person.

The draft Mental Health Strategy states that monitoring the physical health of mental health patients must become every day practice during routine primary care interactions and recommends parity of esteem in terms of priority and resourcing of care services. If the focus of the draft Strategy is care that meets the needs of the

individual, then there must be a recognition that both physical and mental health are of equal importance. Just as physical poor health and pain are often the outward manifestations of mental health problems, physical illness and chronic pain, particularly experienced as people age, can lead to heightened levels of anxiety and depression. There is a direct correlation between short and long term mental health problems caused by biological, psychological and environmental factors including traumatic incidents, abuse, fertility problems, organ failure and transplant, menopause and many more illnesses and conditions that must all be taken into consideration when seeking to treat and improve people's overall wellbeing and health. Taking a whole body and mind approach to health and wellbeing is essential if the objective is truly to provide services that are tailored to meet the needs of the individual, highly personalised and recovery orientated.

### **Integrated Approach to Service Delivery**

The draft Strategy refers to the need for an integrated approach between formal health care structures and community and voluntary organisations working collaboratively. As previously stated, it is essential that there is a clear pathway for referrals to all sectors so that patients do not have to navigate through confusing layers of bureaucracy to access the services they need. A regional approach to the delivery of counselling and support services is welcome. Some community and voluntary mental health and counselling support groups in Mid Ulster, who provide valuable services to those in need as most recently evidenced by their impressive response to the Covid19 pandemic, receive no funding from the Department of Health.

More and more people are being referred by the mainstream healthcare system to these groups for help, particularly in rural areas. In many cases, groups are reliant on donations and fund raising. One community/voluntary counselling group in Mid Ulster accepts referrals from a catchment area covering 38 towns across the district. Groups have reported that while they do not turn away anyone who cannot afford to pay, this causes an added financial burden. Community and voluntary mental health and counselling groups provide an excellent service but should not be overburdened by Health Trusts, particularly through knee jerk referrals to traumatic events in the community.

Concern has also been expressed regarding the amount of counselling provided in the sector. Cognitive Behavioural Therapy has been very beneficial for many patients however sessions over a short term, usually six, are often not sufficient to address the causation factors and main issues that have contributed to someone's poor mental health and are often expensive to continue. Long term counselling can cost £45 per hour in some cases. Therapies and treatments that have been quality assured and shown to work well should be the focus of long term investment by the Department.

Mid Ulster District Council has directed funding received from the Department for Communities to community counselling services in an effort to address the chronic waiting times faced by individuals needing counselling. Had the system been fit for purpose, this money could have been used elsewhere to address other pandemic issues. Successful outcomes for treatable conditions that are recovery orientated depends on access to a wide range of early interventions that have received adequate investment.

### **Mental Health, Children and Young People**

International research has highlighted the first Critical 1001 Days in a child's life as a window of opportunity in which the brain achieves optimum development and nurturing. These first days have a lifelong impact on a baby's mental and emotional health in the future. Babies and children that are exposed to toxic stress can have distorted stress responses in later life. Building children's resilience in these first days though Government funded pre-natal, early years and pre-school interventions is essential.

Mid Ulster District Council welcomes the additional funding for the CAMHS service. The demand on CAMHS, a service which was oversubscribed before the pandemic, will grow even more given the impact Covid19 lockdowns have had on the emotional and mental health of children and young people, particularly the most vulnerable. Our schools have reported young people presenting with mental health problems from as young as 8 years old, with teachers indicating they can identify at age 11 the young people that will need CAMHS support by the time they are 15. The National Centre for Children and Families has indicated that one in six children in Northern Ireland has a mental health problem, compared with one in 10 in England and the Ulster University

has conducted research in relation to the negative impact that trauma and Adverse Childhood Experiences have on people's mental health in later life.

Schools are a crucially important environment in which to promote emotional wellbeing, resilience and help-seeking behaviours in children and their parents/guardians. Studies have shown that emotional wellbeing is a clear indicator of academic achievement and success in later life, yet so often schools are expected to focus on academia rather than the overall wellbeing of the child and have no funding to provide counselling, often having to pay for these services out of existing budgets.

Mid Ulster District Council is currently delivering a Peace IV funded Schools for Hope programme to engage all post primary schools across the district in a focused programme to improve children and young people's resilience and mental health. Emotional wellbeing in schools must not be adhoc and should not have to be funded year on year via community grants programmes. Linkages must be made between the Government Departments of Health, Communities and Education to ensure a co-ordinated approach to children and young people's physical and psychological safety and wellbeing. All schools should be required to deliver health and wellbeing as part of the curriculum and funded appropriately to do so. Voluntary and community led programmes must deliver Government approved programmes that are adequately supported with a focus on a model that directly links health to schools. Mid Ulster District Council would like to see legislation that enshrines wellbeing in schools, with associated teacher training and dedicated funding put in place.

### **Mental Health and Vulnerability**

Mid Ulster District Council welcomes the draft Strategy's acknowledgement of the correlation between vulnerable groups and mental health problems and is pleased to see the development of a perinatal unit and eating disorder service. Many people suffer from poor mental health related to addiction with some having to pay to access treatment and counselling programmes and some addiction centres having to restrict the numbers of people they can accept onto their programmes due to financial and resourcing pressures. The Council would also highlight the prevalence of not only the misuse of prescription and illegal drugs, but also over-the-counter medication which is



widely available, and the misuse of alcohol by a growing number of people aged over 65.

Findings from the Council's 'Towards Alleviating Poverty Strategy 2021' show that there are greater instances of mental health issues, including depression, in areas of deprivation and amongst those living in poverty. Two areas in Mid Ulster are within the 20% most deprived Super Output Areas in Northern Ireland. One in 10 young people are at risk of presenting with mental health issues at the age of 15 years, this increases to 29% for young people from a deprived background and there is a higher possibility of people in deprived areas turning to drugs and alcohol and suffering from mental health problems associated with misuse.

### **Co-Production and Co-Design**

When the Strategy refers to co-design, co-production and co-ordinated service development and delivery with key stakeholders, this equally applies to all Governmental Departments in the NI Assembly, which have a social responsibility to ensure that policy decisions do not impact negatively on mental health by contributing to poverty, unemployment, housing difficulties and homelessness, debt, lack of educational chances and family breakdown. In relation to the benefit system, it has been noted that there are often no qualified mental health assessors on PIP appeals panels, resulting in panels to whom people's mental health struggles and crises are invisible.

Additionally, local mental health community and voluntary groups, which have a first-hand understanding of the issues faced by communities and can make highly useful contributions to service design and delivery, have had difficulty or been unable to access the co-design and co-production process as there is no clear process by which to do so. Improved communication within the care pathway and shared information between the community/voluntary and statutory services is essential.

The opportunity to develop and provide digital delivery of mental health services is welcome but not to the extent that this is utilised as a quicker and cheaper way of engaging people in mental health therapies, particularly when people have suffered so much this past year from reduced human face-to-face social contact and the

associated feelings of isolation and loneliness this brings. Northern Ireland is the only part of the UK without a cross departmental loneliness strategy and a recent report by the UK's Red Cross has identified the lack of social contact as negatively impacting on the mental health of those who are newly vulnerable and those who have existing mental health challenges made worse by the pandemic. In equality terms, poor broadband speeds in Mid Ulster result in disadvantage to those trying to access digital services. Older people who are not familiar with technology and those who cannot afford digital equipment should equally not be placed at a disadvantage. Quicker access to services is not necessarily equated with quality when it comes to positive outcomes for people struggling with their mental health.

### **Training and Support for Staff Working in Mental Health**

The Strategy references the need for additional training and support for those working in the mental health field. This is to be welcomed and essential for those who are dealing with other people's trauma and distress on a daily basis.

### **Promotion of Good Mental Health and Wellbeing**

Mid Ulster District Council is pleased to note that mental health problems in the workplace has been recognised as of particular importance in the draft Strategy. Mental health is incorporated into all Mid Ulster Community Planning themes, namely Health and Wellbeing, Education and Skills, Economic Growth and Vibrant and Safe Communities. In February 2020, the Council developed a Protect Life 2 Action Plan, co-ordinated through Community Planning, to embed suicide prevention through all community plans by building and strengthening communication pathways for the Protect Life 2 message, suicide prevention awareness training, signposting and promotion of services and help-seeking behaviours, representation on Protect Life Implementation Groups, investment in suicide prevention initiatives, media and communications training and exploration of a Council charter on suicide prevention for employers.

Mid Ulster District Council has been involved in a great deal of work to promote positive wellbeing. The Covid19 pandemic has caused a great deal of stress for people with its constant focus on death, serious illness and impact on poor mental health. This is

particularly challenging for those with existing mental health conditions, learning disabilities and those who are at higher risk of getting seriously ill or dying from Covid19. The pandemic has also afforded us the opportunity to do things differently, to slow down and re-evaluate the pace of our lives. The Council, through the Community Planning process, has worked with our partners in the statutory and community/voluntary sector to focus on promoting positive wellbeing, whether it be through sport, school, community and voluntary groups for young and old, church groups, etc. The Council promotes the Take 5 model which is best promoted as a method to prevent mental health becoming an issue rather than a solution to treat mental health problems after they arise.

We have invested in the natural environment through walkways and waterways, in active travel, exercise, sports and community facilities and health and wellbeing programmes. Council had a very useful meeting with the Chief Medical Officer in February 2020, and is ready and willing to work with all our community planning partners to drive forward the health and wellbeing agenda.

### **Quality of Services**

One of the main requirements of any Strategy is the mechanism by which to measure and monitor not only the amount of services delivered but their quality. This Strategy must not pay basic lip service to the importance of absolutely ensuring the delivery of high quality services by every partner in the healthcare system including the Department, Health Trusts, Board, primary and secondary care and community and voluntary partners and must state clearly the method by which quality monitoring, measurement, review and remedy will take place.

### **Conclusion**

In conclusion, Mid Ulster District Council has previously responded to a number of consultations on mental health related strategies, such as the aforementioned Protect Life 2 and Regional Trauma Unit, however key recommendations emphasising the need for a co-ordinated, strategic approach to addressing mental health across all Government Departments, Trusts and community and voluntary sectors both regionally and locally has failed to materialise. Opportunities to address mental health

issues and long waiting lists for both routine and urgent mental health assessment have been missed time and time again. This comes at considerable cost to individuals, families, communities and society as a whole. It is imperative that, for once and for all, the commitments made in this draft 10 year Strategy are acted upon, funded appropriately, delivered in a timely manner and have measurable outcomes that can be monitored robustly.

**Minutes of Meeting of Environment Committee of Mid Ulster District Council  
held on Tuesday 9 February 2021 in Council Offices, Circular Road,  
Dungannon and by virtual means**

**Members Present**

Councillor S McGuigan, Chair

Councillors Brown\*, Buchanan\*, Burton\*, Cuthbertson,  
Glasgow\*, N McAleer\*, S McAleer\*, McFlynn\*,  
B McGuigan\*, McNamee\*, Milne\*, Totten\*, Wilson\*

**Officers in  
Attendance**

Mr Cassells, Director of Environment and Property  
Mr Kelso, Director of Public Health and Infrastructure  
Mr Lowry, Head of Technical Services\*\*  
Mr McAdoo, Head of Environmental Services\*\*  
Mrs McClements, Head of Environmental Health\*\*  
Mr Scullion, Head of Property Services\*\*  
Mr Wilkinson, Head of Building Control\*\*  
Miss Thompson, Democratic Services Officer

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

\*\* Denotes Officers present by remote means

The meeting commenced at 7.00 pm

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

**E032/21      Apologies**

Councillors Graham and O'Neill.

**E033/21      Declarations of Interest**

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

**E034/21      Chair's Business**

None.

## **Matters for Decision**

### **E035/21 DfI Roads Proposals to Mid Ulster District Council - Proposed No Waiting at Any Time – Castle Villas, Cookstown**

The Director of Environment and Property presented previously circulated report which sought agreement in relation to proposed No Waiting at Any Time at Castle Villas, Cookstown.

Proposed by Councillor Buchanan  
Seconded by Councillor Cuthbertson and

**Resolved** That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposed No Waiting at Any Time at Castle Villas, Cookstown.

### **E036/21 Winter Maintenance of the Council Estate**

The Director of Environment and Property presented previously circulated report which considered the issues regarding winter maintenance of the Council Estate.

Councillor Cuthbertson thanked the Director for the report however he stated it was not dealing specifically with the issue he had raised at the Council meeting which was in relation to the treatment of Council owned pathways and parks. The Councillor stated he had received complaints in relation to Dungannon Park which is seeing increased footfall at the moment due to other leisure facilities being closed and that there are sections of the Park which are steep, have steps and are affected by ice. Councillor Cuthbertson stated his concerns related to the clearance of ice at such locations which is a safety issue and whilst he appreciated there will be further reports in relation to winter maintenance he asked what would happen if there were icy footpaths at Dungannon Park tomorrow morning.

The Director of Environment and Property advised that Dungannon Park have their own staff managed through Leisure and Outdoor Recreation who undertake a level of winter maintenance and whilst this may not be extensive, there would be a reaction to weather conditions. The Director advised that Railway Park and the Canal walkway at Coalisland have been treated upon request since Christmas.

Councillor B McGuigan stated he would like to see a policy coming forward and further detail on the cost of equipment for this type of activity. The Councillor stated that in instances of snow or ice everyone wants their area cleared at the same time and referred to the appendix of the report which states that Property Services can provide salt bins and pedestrian spreaders and asked how many of these Council have. Councillor B McGuigan stated all these issues needed further consideration and that he looked forward to a policy coming forward on how best to address these.

The Director of Environment and Property stated he would revert to the Councillor on what equipment Council have as he would not have the detail tonight. The Director stated it is the intention that, as soon as practicable, a policy would be brought forward for Members attention.

Councillor McNamee stated he looked forward to seeing the policy as he felt Council needs to expand on what it is currently doing. The Councillor stated that there are so many people currently using facilities and that these people should be able to continue to use these facilities irrespective of the weather.

Councillor Wilson stated that he felt Council needs to be careful in that if paths are gritted and a section is missed and someone then falls is the Council then liable for claims. The Councillor stated that there are a number of walkways which Council shares with Forestry, Water Service etc and that there could be a multiagency approach to treatment of footpaths.

Councillor S McAleer referred to the increased use of facilities and specifically Knockmany in which she was aware of a few people falling. The Councillor referred to the car park at Knockmany and the toilets which are adjacent which includes a disabled changing places toilet and that she would like to see such areas included in the policy.

The Chair, Councillor S McGuigan stated that further reports would be brought forward in due course.

**Resolved** That it be recommended to Council to note the content of the report and to receive further reports and policy on winter maintenance in due course.

**E037/21 Food Standards Agency - Memorandum of Understanding in relation to potential food fraud activities**

The Head of Environmental Health presented previously circulated report which advised of a request from the Food Standards Agency for a Memorandum of Understanding to be established and agreed in relation to food fraud activities between Local Authority teams in England, Wales and Northern Ireland and the Food Standards Agency's National Food Crime Unit.

Proposed by Councillor Cuthbertson  
Seconded by Councillor Buchanan and

**Resolved** That it be recommended to Council to agree the draft Memorandum of Understanding between Local Authority food teams in England, Wales and Northern Ireland and the National Food Crime Unit, part of the Food Standards Agency.

**E038/21 Community Resuscitation Update**

The Head of Environmental Health presented previously circulated report which provided an update on the work of the Mid Ulster Community Resus Group including an update on the roll out of Automated External Defibrillators (AED) across Mid Ulster Council owned properties.

Councillor McNamee commended the good work of the Resus Group and referred to the report which states that the lack of an electricity supply makes the provision of an AED difficult at locations such as Drum Manor Forest Park, Lough Fea and Portglenone Walkway and that these areas would be further considered if it is found

a gap exists following a further review. The Councillor stated that he felt a gap already exists at these locations and referred to a man who died at Drum Manor Forest Park. Councillor McNamee stated that at Drum Manor there are numerous buildings and he felt there was the opportunity of working in partnership with Forestry with a view to siting an AED at that location. Councillor McNamee also stated there was a shed at Lough Fea for storing boats which he understood had an electricity supply. The Councillor stated at the Council meeting he called for a DEA meeting in relation to Drum Manor Forest Park and that this issue could be raised at that meeting. Councillor McNamee stated that with the volume of people using the likes of Drum Manor and Lough Fea at the moment it is important that defibrillators are placed at those locations as soon as possible.

The Head of Environmental Health stated that as the Councillor has outlined that electricity supply may not be as much of an issue as first thought the three locations at Drum Manor, Lough Fea and Portglenone Walkway can be looked at again.

Councillor Cuthbertson thanked officers for the report and proposed the recommendations therein. The Councillor stated that the majority of the recommendations were approved by Council last October and it was a bit disappointing that a number of defibrillators which were recommended to go ahead at that time are still 6-8 weeks away from being sited. Councillor Cuthbertson stated he was aware that there had been a defibrillator at Drumcoo Playing Fields but that this was removed due to vandalism and asked where the next closest defibrillator is and if it is available outside of office hours.

The Head of Environmental Health stated she would get back to the Councillor with the detail on the availability of other defibrillators.

Councillor Cuthbertson stated that if a defibrillator at Drumcoo Civic Amenity Site is not being progressed and the defibrillator at Drumcoo Playing Fields has been removed then the only other defibrillator in the vicinity is at the Council depot on Oaks Road which may not be available when the civic amenity site is open therefore he felt further consideration was needed on siting a defibrillator at Drumcoo Civic Amenity Site.

The Head of Environmental Health stated she would look into the matter being raised and that further consideration can be given to siting a defibrillator at Drumcoo Civic Amenity Site along with Drum Manor Forest Park, Lough Fea and Portglenone walkway.

The Director of Public Health and Infrastructure advised that monies have been identified for the purchase of the six AEDs for the Civic Amenity Sites as listed in the report and these can be moved forward and that additional monies will be identified if that is what is required at the other locations being mentioned.

Councillor Glasgow seconded Councillor Cuthbertson's proposal and stated he would support Councillor McNamee's comments in relation to electricity supply and referred to the toilets and caravan site at Drum Manor and that an electricity supply at this location should not be an issue. Councillor Glasgow stated that due to current restrictions a lot of activities are outside and that this will continue in the future therefore Council should be planning ahead to ensure the people using the facilities are provided for should the need arise.



Councillor B McGuigan referred to unregistered AEDs outside of Council ownership and asked who makes contact with community groups, shops etc in relation to the maintenance of these defibrillators.

The Head of Environmental Health advised that NI Ambulance Service want AEDs registered as it provides contact details against the device and that these details can then be used to follow up on issues such as maintenance. In relation to AEDs at Council facilities the officer advised that building managers maintain devices at the location they manage and that corporate health and safety also have a role. The Head of Environmental Health advised that NI Ambulance Service are the main body in respect of AEDs although she was unsure of how often they would check up on devices however this was the purpose of registration so that follow up could be done more efficiently.

Councillor B McGuigan stated that some AEDs are in place a considerable amount of time and asked if Council can check how often the Ambulance Service follow up on the maintenance of units.

The Head of Environmental Health stated she would investigate this and come back to the Councillor.

Councillor McFlynn stated this is an important piece of work and referred to the number of defibrillators located at GAA clubs whose rooms have not been used very often in the last year and maintenance may therefore not be up to date. The Councillor stated it is vital that the Ambulance Service know the condition of AEDs.

Councillor S McAleer stated she was aware of an AED located in Ballygawley and that the electricity supply is required for a heated cabinet so that the defibrillator is not affected by cold weather. The Councillor stated that that particular defibrillator was registered with NI Ambulance Service so that when someone rings 999 the person can be provided with a code to open the door of the cabinet and the device can be used. The Councillor stated that the Chairperson of Ballygawley Community Initiative is responsible for maintaining the unit on a monthly basis.

The Chair, Councillor S McGuigan stated that everyone would hope that the AED in their location would be maintained in the same way but it is a matter of identifying if this is being done.

**Resolved** That it be recommended to Council –

- (I) To proceed with the installation of AEDs at Council sites as outlined at section 3.8 of report and that further consideration be given to the provision of an AED at Drum Manor Forest Park and Lough Fea and Portglenone walkways, subject to electricity supply being secured and additional monies being identified. Further consideration to also be given to siting an AED at Drumcoo Civic Amenity Site.
- (II) To support the British Heart Foundation to make CPR training mandatory in the school setting and assist local businesses and organisations with AEDs throughout the District to register them with NIAS.

## **E039/21      Bus Shelters Procedural Guide**

The Head of Technical Services presented previously circulated report which considered Council's Procedural Guide for the installation of Bus Shelters within the District.

Councillor B McGuigan stated that flyposting can be an issue on bus shelters and leaves them very untidy. The Councillor asked if something can be put on bus shelters stating that Council does not allow flyposting on same.

The Head of Technical Services stated that officers can look at adding a notice to bus shelters which includes a contact number if anyone has any issue and that this can be added to the procedural guide.

Proposed by Councillor B McGuigan  
Seconded by Councillor S McGuigan and

- Resolved**      That it be recommended to Council to –
- (I) Approve the revised Bus Shelter Procedural Guide as set out at appendix 1 of report.
  - (II) Include additional item in Procedural Guide in relation to flyposting on bus shelters.

## **E040/21      Bus Shelters Update**

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

Councillor N McAleer referred to the bus shelter scheduled for Stewartstown and that there had been another delay at this location due to planned works by DfI. Councillor N McAleer stated he had been advised that DfI were no longer going ahead with these works and asked that in light of this if the bus shelter could be installed as soon as possible as it has been an ongoing issue for a number of years.

The Head of Technical Services advised he would follow this up with DfI.

Proposed by Councillor N McAleer  
Seconded by Councillor Milne and

- Resolved**      That it be recommended to Council to put "On Hold" the following applications for Bus Shelter provision until the new Bus Shelter Procedures have been agreed:
- Main Street, Benburb
  - Tullyhogue village
  - St Colmans Park, Moortown
  - Cappagh village
  - Whitebridge, Ballygawley

## **E041/21      Environmental Plans, Principles and Governance for NI - Discussion Document**

The Director of Public Health and Infrastructure presented previously circulated report which advised on the consultation document entitled 'Environmental Plans, Principles and Governance for Northern Ireland' Public Discussion Document and associated draft response.

Councillor Glasgow referred to precautionary principles and that this can sometimes lead to over caution and stall progress and stifle development and research. The Councillor felt that something should be included within the response which allows development and innovation to contribute positively towards climate change. Councillor Glasgow referred to the new structure and that it should have its own independent role but that its strategies and targets should not be different from other departments as this only causes confusion and duplication. Councillor Glasgow also stated that whilst the OEP will have public accountability it should not be allowed to evolve into another SES which brought planning applications for farmers to a halt. The Councillor stated that a degree of caution is needed and whilst it is good that Northern Ireland is going on its own everyone from all sectors needs to buy in.

The Director of Public Health and Infrastructure concurred with the Member's comments and referred to question 4 of the response it which it was commented that the OEP should report directly to the office of the First and Deputy First Minister and the NI Assembly on its work and operational arrangements

The Chair, Councillor S McGuigan stated that given tonight's commentary Council should probably be answering yes to question 3.

Councillor Wilson asked if these arrangements are harmonising what is already in place to bring both England and Northern Ireland in line with each other. The Councillor also referred to the OEP which will be able to report to the EU Commission on things relating to Northern Ireland but not England and that there could be pieces of EU legislation which will remain in place and that he felt that this could become a quango which has detrimental effect on the environment. Councillor Wilson referred to the response which states this is an issue but that he felt Council should be a lot stronger as there will be legislation that Northern Ireland has no say over.

The Director of Public Health and Infrastructure advised that the OEP arrangements were still being finalised and that Northern Ireland was being linked to processes in England. The Director advised that the consultation was now allowing Councils to comment and in the draft response Council were recognising the unique circumstances of Northern Ireland and that it should have its own processes so as to be able to deal with issues locally and allow locally Elected Members and the Assembly to address the issues relevant to Northern Ireland.

The Chair, Councillor S McGuigan stated that the response was largely reflective of discussion tonight and that additional comments could be incorporated into the response.

Proposed by Councillor Milne  
Seconded by Councillor B McGuigan and

**Resolved** That it be recommended to Council to submit the response as outlined at appendix 2 of report including additional comments as raised above.

## **Matters for Information**

### **E042/21 Minutes of Environment Committee held on 12 January 2021**

Members noted minutes of Environment Committee held on 12 January 2021.

### **E043/21 Correspondence with the Department for Infrastructure**

Members noted previously circulated report which provided update on correspondence between the Council and Minister for Infrastructure in relation to Tree and Hedge Cutting – Roads (NI) Order 1993.

### **E044/21 Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for July to September 2020**

The Director of Environment and Property presented previously circulated report which provided update on the Council's performance in relation to recycling and landfill diversion targets as outlined in the NIEA Northern Ireland Local Authority Waste Management Statistics Report for Quarter 2 of 2020/21 from July to September 2021 and highlighted that during the quarter Mid Ulster had the highest recycling rate and lowest landfill rate of the eleven Councils. The Director advised that Council is providing a wide range of good facilities to enable recycling and landfill diversion and the public are supporting this and whilst recycling overall in Northern Ireland was marginally down compared to the same quarter in 2019 this is understandable due to facilities being closed and services disrupted during COVID restrictions from July to September 2020.

The Chair, Councillor S McGuigan stated it was good to report another success for Mid Ulster District Council.

### **E045/21 Building Control Workload**

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

Councillor McFlynn stated it was good to see that the Building Control department still seemed to be very busy during these times and that construction was continuing throughout Mid Ulster.

### **E046/21 Entertainment Licensing Applications**

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

## **E047/21      Dual Language Signage Requests**

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

Councillor Glasgow asked if staff were still going to the Electoral Office in Belfast to verify information.

The Head of Building Control advised that officers have been unable to access the Electoral Office since before Christmas due to restrictions and that requests are on hold until such times as officers can resume obtaining information from the Electoral Office.

## **E048/21      Dual Language Signage Surveys**

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

*Live broadcast ended at 8.04 pm.*

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

Proposed by Councillor B McGuigan  
Seconded by Councillor Milne 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 E049/21 to E058/21.

### **Matters for Decision**

- |         |  |
|---------|--|
| E049/21 | Contract for the Collection, Treatment and Recycling / Recovery of Residual Waste from 5 No. Recycling Centres |
| E050/21 | Report for the appointment of Vehicle Suppliers  |
| E051/21 | Planting Sponsorship   |
| E052/21 | Installation of Memorial Benches on Council Property   |
| E053/21 | To seek approval of Service Level Agreement for Affordable Warmth  |
| E054/21 | Houses in Multiple Occupation (HMO) survey   |

### **Matters for Information**

- |         |   |
|---------|---|
| E055/21 | Confidential Minutes of Environment Committee held on 12 January 2021 |
| E056/21 | Capital Framework – ICT Contracts Update                              |
| E057/21 | Capital Framework – IST Contracts Update                              |
| E058/21 | Capital Projects – Scoping Contracts Update                           |

**E059/21      Duration of Meeting**

The meeting was called for 7.00 pm and ended at 8.25 pm.

CHAIR \_\_\_\_\_

DATE \_\_\_\_\_

## Annex A – Introductory Remarks from the Chairperson

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

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

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

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

Thank you and we will now move to the first item on the agenda - apologies and then roll call of all other Members in attendance.





<b>Report on</b>	Public/Bank Holiday Working Arrangements for 2021/22
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

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

1.0	<b>Purpose of Report</b>																																										
1.1	To update members on the proposed public/bank holiday working arrangements for Environmental Services for the period 1 <sup>st</sup> April 2021 to 31 <sup>st</sup> March 2022.																																										
2.0	<b>Background</b>																																										
2.1	Environmental Services are required to provide an ongoing service on a number of designated public/bank holidays throughout the year including refuse/recycling collections and the operation of Recycling Centres and Waste Transfer Stations.																																										
3.0	<b>Main Report</b>																																										
3.1	<p>The planned arrangements for public holiday working in 2021/22 are as follows:</p> <p><b>Refuse Collection/Street Cleansing/Waste Transfer</b></p> <table><tr><th>Holiday</th><th>Date</th><th>Arrangement</th></tr><tr><td>Easter Monday</td><td>Monday 5 April 2021</td><td>Normal Working</td></tr><tr><td>Easter Tuesday</td><td>Tuesday 6 April</td><td>Normal Working</td></tr><tr><td>May Day</td><td>Monday 3 May</td><td>Normal Working</td></tr><tr><td>Spring Bank</td><td>Monday 31 May</td><td>Normal Working</td></tr><tr><td>July Holiday</td><td>Monday 12 July</td><td>Saturday 10 July</td></tr><tr><td>July Holiday</td><td>Tuesday 13 July</td><td>Normal Working</td></tr><tr><td>August Bank</td><td>Monday 30 August</td><td>Normal Working</td></tr><tr><td>Christmas Day (Holiday)</td><td>Monday 27 December</td><td>Normal Working</td></tr><tr><td>Boxing Day (Holiday)</td><td>Tuesday 28 December</td><td>Normal Working</td></tr><tr><td>Extra Statutory Holiday</td><td>Wednesday 29 December</td><td>Normal Working</td></tr><tr><td>New Year’s Day (Holiday)</td><td>Monday 3 January 2022</td><td>Normal Working</td></tr><tr><td>St Patrick’s Day</td><td>Thursday 17 March</td><td>Normal Working</td></tr></table> <p><b>Recycling Centres</b></p> <table><tr><th>Holiday</th><th>Date</th><th>Arrangement</th></tr></table>	Holiday	Date	Arrangement	Easter Monday	Monday 5 April 2021	Normal Working	Easter Tuesday	Tuesday 6 April	Normal Working	May Day	Monday 3 May	Normal Working	Spring Bank	Monday 31 May	Normal Working	July Holiday	Monday 12 July	Saturday 10 July	July Holiday	Tuesday 13 July	Normal Working	August Bank	Monday 30 August	Normal Working	Christmas Day (Holiday)	Monday 27 December	Normal Working	Boxing Day (Holiday)	Tuesday 28 December	Normal Working	Extra Statutory Holiday	Wednesday 29 December	Normal Working	New Year’s Day (Holiday)	Monday 3 January 2022	Normal Working	St Patrick’s Day	Thursday 17 March	Normal Working	Holiday	Date	Arrangement
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	Easter Monday	Monday 5 April 2021	Closed
	Easter Tuesday	Tuesday 6 April	Open
	May Day	Monday 3 May	Closed
	Spring Bank	Monday 31 May	Closed
	July Holiday	Monday 12 July	Closed
	July Holiday	Tuesday 13 July	Open
	August Bank	Monday 30 August	Closed
	Christmas Day	Saturday 25 December	Closed
	Boxing Day	Sunday 26 December	Closed
	Christmas Day (Holiday)	Monday 27 December	Open
	Boxing Day (Holiday)	Tuesday 28 December	Open
	Extra Statutory Holiday	Wednesday 29 December	Open
	New Year's Day	Saturday 1 January 2022	Closed
	New Year's Day (Holiday)	Monday 3 January	Open
	St Patrick's Day	Thursday 17 March	Closed
<b>4.0</b>	<b>Other Considerations</b>		
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>		
	Financial: Any Saturday on which a refuse collection service is provided will be treated as a "substitute" Public Holiday with additional payments as per National Terms and Conditions.		
	Human: In addition to enhanced payment rates employees are entitled to appropriate TOIL.		
	Risk Management: N/A		
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>		
	Equality & Good Relations Implications: N/A		
	Rural Needs Implications: N/A		
<b>5.0</b>	<b>Recommendation(s)</b>		
5.1	Members are asked to note the content of this report.		
<b>6.0</b>	<b>Documents Attached &amp; References</b>		
6.1	None		

<b>Report on</b>	Tullyvar Joint Committee Update
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Mark McAdoo, Head of Environmental Services
<b>Contact Officer</b>	Mark McAdoo, Head of Environmental Services

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide Members with an update on the business of the Tullyvar Joint Committee.
<b>2.0</b>	<b>Background</b>
2.1	Tullyvar Joint Committee is a formal Committee initially established in 1992 under the former constituent Councils of Dungannon & South Tyrone Borough Council and Omagh District Council under Section 19 of Local Government Act (NI) 1972. Five Councillor/representatives from Mid Ulster and Fermanagh & Omagh Councils now serve on the Joint Committee which is supported by senior Officers from each of the two Councils.
<b>3.0</b>	<b>Main Report</b>
3.1	The last meeting of the Joint Committee was held on 10 <sup>th</sup> February 2021. A copy of the associated agenda and a copy of the latest Committee report/papers including minutes of the previous meeting held on 14 <sup>th</sup> October 2020 are attached for members' information.
3.2	The next Joint Committee meeting is scheduled for Wednesday 9 <sup>th</sup> June 2021.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: None
	Human: None
	Risk Management: None
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A

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

3<sup>rd</sup> February 2021



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

To: Councillor Gildernew )  
Councillor Graham )  
Councillor McAleer )  
Councillor McGuigan ) Mid Ulster District Council  
Councillor Robinson )

Mr A Cassells

Councillor Clarke )  
Councillor Fitzgerald )  
Councillor Garrity )  
Councillor Rainey ) Fermanagh & Omagh District  
Councillor Thompson )

Ms A McCullagh

Dear Sir/Madam

**Re: Tullyvar Landfill Site Joint Committee Meeting**

A meeting of the Management Committee for the development of Tullyvar Landfill Disposal Site will be held via WebEx on **Wednesday 10<sup>th</sup> February 2021 at 10.30am. A WebEx link will be sent to Members to facilitate remote access.**

1. Confirmation of Minutes of the Meeting held on Wednesday 14<sup>th</sup> October 2020 (copy herewith)
2. Matters Arising from the Minutes
3. Financial Matters
  - 3.1 2021/22 Budget
4. Update from Head of Environmental Services/Site Manager's Report (copy herewith)
5. Any Other Business

6. Date of Next Meetings
- Wednesday 9<sup>th</sup> June 2021
  - Wednesday 6<sup>th</sup> October 2021

Yours faithfully

**Andrew Cassells**

---

Director of Environment & Property

Copy: A McCreesh  
M Smith  
M McAdoo  
A McIlwrath  
K McGowan

**MINUTES OF TULLYVAR JOINT COMMITTEE MEETING HELD ON WEDNESDAY  
14<sup>TH</sup> OCTOBER 2020 AT 10.30AM IN THE TOWER ROOM, RANFURLY HOUSE,  
HILL OF THE O'NEILL, MARKET SQUARE, DUNGANNON VIA MS TEAMS**

**PRESENT:**

FERMANAGH & OMAGH:	Councillor Rainey (Chair) Councillor Clarke
MID ULSTER:	Councillors Graham & Robinson
MS TEAMS:	Councillors Gildernew, Fitzgerald & McAleer
OFFICERS:	A Cassells, M McAdoo, J McCullagh, K McGowan, M Smith & A McIlwrath
APOLOGIES:	Councillors McGuigan & Thompson Ms A McCullagh

***Meeting commenced at 10.30am***

**1. CHAIRMAN'S REMARKS**

The Chair, Councillor Rainey, welcomed Mark Smith, Interim Director of Environment & Place with Fermanagh & Omagh Council.

**2. CONFIRMATION OF MINUTES – AGM/ORDINARY MEETING – 24<sup>TH</sup> JUNE 2020**

The minutes of the AGM and Ordinary Joint Committee Meeting held on 24<sup>th</sup> June 2020 were adopted.

Proposed by Councillor Robinson  
Seconded by Councillor Graham and agreed.

**3. MATTERS ARISING**

As per agenda items.

**4. FINANCIAL MATTERS**

**4.1 6 Monthly Income and Expenditure Update Report**

The above noted report, as previously circulated, was outlined by the Site Manager.

Proposed by Councillor Graham  
Seconded by Councillor Clarke and agreed.

## **5. UPDATE REPORT FROM SITE MANAGER**

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

### **5.1 Operational Update**

Following query on the quality of rock, it was confirmed that stone was imported for the areas highlighted in the report pictures, however, the Chair was advised that Tullyvar would use its own source of stone for the formation of internal site roads across the site.

### **5.2 Gas Generation**

Reference made to the graphs depicting the levels of gas generation. Noted the trend has been 5-6 gw hours up to 2016, however, there has been a downward trend due to the reduced waste and organic fines intake. It was confirmed that the landfill gas contract had generated income of £1.2million to date.

Following query from Councillor Clarke in relation to the potential to boost gas production, the site Manager referred to the opportunity of importing bio-gas from digestors. Reference made to companies in ROI and local companies who could potentially import gas into Tullyvar. A Cassells made reference to the value in the grid connection and other potential sources of renewable energy such as solar panels, wind turbines etc.

In terms of infrastructure upgrade, the Site Manager suggested £100k capital investment would be required to facilitate the import of gas onto site. It was suggested that RPS (current service provider) could source the gas and a royalty scheme could be developed under existing contract arrangements.

### **5.3 Tree Planting**

M Smith outlined the concerns raised in Fermanagh & Omagh Council in relation to the proposed use of glyphosate and the timeliness and appropriate response from A Cassells in addressing the concerns. A Cassells referred to applications made by MUDC to the DAERA funded Forest Expansion Scheme and indicated that to date over 22,000 trees had been planted on landfill site environments in the MU area.

### **5.4 Phase 4 Capping**



Report contents noted.

#### **5.5 Wetlands**

The Site Manager outlined the process involved in establishing and developing the wetlands scheme. The Chair congratulated the Site Manager in taking forward the project and delivering a successful initiative.

#### **5.5 Adoption of Report**

The Chair paid tribute to the Site Manager and Officers for their effective management of the site.

The Site Manager's Report was adopted.

Proposed by Councillor Robinson  
Seconded by Councillor Graham and agreed.

#### **6.0 ANY OTHER BUSINESS**

##### **6.1 Mothballing of Site**

Following Member query, A Cassells confirmed that the future development of the site would be considered in context to an economic business case and environmental drivers such as recycling targets and demand for landfill void capacity. Reference made to the potential review within the next 2/3 years. It was noted that in the interim the Site Manager would continue to work on the aesthetics of the site through landscaping and site tidy up works.

M Smith referred to the value in meetings and welcomed the healthy financial position Tullyvar was in and commended both Councils on the success of the joint project to date.

#### **7.0 DATE OF NEXT MEETING**

It was agreed to convene the next meeting on **Wednesday 10<sup>th</sup> February 2021 at 10.30am. Venue to be confirmed.**

***Meeting ended 11.10am***

## **TULLYVAR JOINT COMMITTEE – 10<sup>th</sup> FEBRUARY 2021**

### **SITE MANAGER'S REPORT**

#### **1. Site Operational Update**

Between October 2020 and January 2021 approx. 180 tonnes of leachate per week was discharged to Cookstown Sewage Treatment Works. The Annual NIWater compliance report for 2020 was received in January and Tullyvar was deemed compliant, the main results of which are detailed in the table below:

Parameter	Annual Average	Limit	Compliance Score
<b>Ammoniacal Nitrogen</b>	82 mg/l	400 mg/l	100%
<b>Chemical Oxygen Demand</b>	824 mg/l O <sub>2</sub>	2000 mg/l O <sub>2</sub>	100%
<b>Suspended Solids</b>	93 mg/l	500 mg/l	100%
<b>pH</b>	Min 5.32 / Max 6.89	Min 5 / Max 10	100%

Mothballing works have continued over the last few months and include further regrading works that will prepare Cell 4 for either lining or restoration while reducing erosion and eliminating any unsafe rock faces. Other landscaping works have been carried out on the northern and southern sides of the site including scrub removal, grading and top-soiling to prepare the areas for tree planting in April 2021.

A contract was awarded in November to Contract Ground Services for the crushing and screening of approx. 4,000 tonnes of stockpiled rock that was extracted during the capping and regrading works. These works have mostly been completed and the crushed aggregate will be used over the coming months for re-surfacing of site roads and any necessary drainage works. Pictures of the rock crushing and mothballing works are included in Appendix 1.

A further year of electricity generation was completed at the end of May 2020 in which the site generated 2.92 GWHrs of electricity. A payment of £222,568.68 was subsequently received from Renewable Power Systems in December 2020, bringing the total income to date from landfill gas to approx. £1.286M.

#### **2. Financial Matters**

A budget has been prepared by Officers for the 2021/22 period, the projected operational expenditure for the coming financial year is £200,020, a decrease of approx. 24% to reflect the further winding down of site operations. The major costs in the next financial year are £60,210 for leachate haulage, salaries and wages of £39,240, fees of £15,000, environmental monitoring costs of £14,280, and hire of plant / equipment at £11,240. All costs are generally lower than the previous year due to reductions in site operations, with further significant reductions expected in the 2022/23 period once the site has been fully mothballed.

Site income for the year is predicted to be £133,257 from the predicted electricity generation royalties. This gives a net expenditure for the year of £66,763 which will be funded from the sites reserves. In addition to this operational expenditure, a further £35,000 of capital expenditure is proposed to improve site security and the automation necessary due to lower staffing levels.

This expenditure covers £10,000 for a secure shed to store site vehicles, £7,500 to install security and safety fencing and £17,500 for leachate plant upgrades to automate operations and improve treatment efficiency.

The full budget and details of the last 6 months expenditure are detailed in Appendix 2. At the end of the first 9 months of the current financial year the site had sufficient reserves in its bank account so additional funding from the two Councils will not be necessary for the foreseeable future.

### **3. Bad Debt Write Off**

Approval is requested to write off a number of bad debts remaining from the operational phase of the site. Debts to be written off total £240.75 and are deemed unrecoverable due to the age of the debt or are uneconomical to recover. A further £7,530.20 is recommended to be forwarded to formal debt collection via the Councils solicitor or debt collection firm. In the past year £25,729.23 has been recovered from debtors with a further £6,531.02 expected by the end of the current financial year. The figures to be written off represent a very small fraction of the site turnover, which averaged approx. £800,000 per annum in the years prior to mothballing.

### **4. Tree Planting Grant Application**

It was approved at a previous Joint Committee meeting to create a new native broadleaf woodland at the site using approx. 6,000 locally sown and grown trees. The site has partnered with the consultants Indiwoods who prepared an application for funding under the Forest Expansion Scheme. The site was notified in December that it was successful and was offered funding of up to £20,232.60 which covers up to 100% of the woodland creation costs in addition to a further 2 years of maintenance costs.

The woodland will comprise of almost 4 Hectares of woodland running along the North, East and Southern boundaries of the site. The area adds to existing areas of forest already on-site and the Integrated Constructed Wetlands. The proposed woodland will predominantly be comprised of the following species; Downy Birch, Silver Birch, Alder, Rowan, Wild Cherry, Aspen, Hazel, Crab Apple, Guelder Rose, Willow, Scots Pine, and Oak. The trees have been specifically chosen to have shallow roots so as to prevent damage to the capping membranes. The only exception is the Oak will only be planted outside the cap, to avoid penetration by the deep tap roots. Planting is expected to start in April to allow for completion by the deadline of the 28<sup>th</sup> May 2021.

### **5. Variation of Site License**

A permit variation for the site was prepared in November 2020 by WDR & RT Taggart's for submission to the NIEA. This variation allows for the site to reduce its monitoring requirements, and associated costs, to reflect the reduced operations during the mothballed period. Other changes proposed include the operation of the site under the Hydraulic Containment principle which has been made possible by the Cell 4 drainage works completed during the last phase of capping. This change will allow the Integrated Constructed Wetlands to better deal with high rainfall periods in the winter and dry conditions in the summer by giving more flexibility over leachate holding capacity. An action plan was submitted to NIEA in January 2021 to address

issues with the Integrated Constructed Wetlands caused by settlement that had been made worse by the recent capping of Cell 1. The proposed actions / repairs are planned to be complete by the end of February.

## **6. Landfill Related Services Tender**

A number of contracts are due to lapse on the 31<sup>st</sup> March 2021 and have now been combined into a single Landfill Related Services Tender. This tender will be awarded in lots as detailed below:

- Lot 1 - Leachate Haulage – the contract is for tankering of the sites leachate to a number of treatment facilities and is estimated at approx. £60,000 per annum.
- Lot 2 - Environmental Monitoring - to collect water samples and arrange for their testing at a UKAS accredited laboratory in addition to other monitoring and reporting duties. The expected annual value of this tender is approx. £15,000 per annum.
- Lot 3 - Plant Hire – to allow for the hire of various items of plant for use in mothballing operations, landscaping and drainage works. The contract is estimated at approx. £12,000 per annum in year 1 of the contract and £5,000 per annum in years 2 and 3.
- Lot 4 – Mechanical and Electrical Services – to allow for the leachate plant capital works detailed above as well as ongoing maintenance of the sites mechanical and electrical infrastructure. The contract is estimated at approx. £5,000 per annum.
- Lot 5 – Landfill Gas Related Services – to allow for servicing and calibration of the sites landfill gas monitor at a cost of approx. £1,000 per annum.
- Lot 6 – Fencing - to allow for the fencing capital works detailed above which is estimated at approx. £7,500.

Lots will be awarded for a period of 3 years running until the 31<sup>st</sup> March 2024. The tender will also cover the two other Mid Ulster District Council landfills to give greater economies of scale and potentially reduce costs. The Tender will be released through the eTendersNI website within the next week. Tender costs will be reported at the next Joint Committee meeting.



## Appendix 1 – Site Operations Photos



Pictures showing a before (left) and after (right) comparison of the Northern section of Cell 4 showing the grading of the steep rock faces and covering with soil prior to tree planting.



Pictures showing a before (left) and after (right) comparison of the western flank of Cell 4. The left picture was taken during the extraction of clay for capping Cell 1 with the right picture showing the bank being graded into shallower more stable slope.



Pictures showing the rock crushing process carried out by Contract Ground Services (left) and the grading of the southern side of the site into an even slope ready for top-soiling and tree planting (right).

## Appendix 2 – 6 Month Accounts and Proposed 2021/22 Budget

Account Code	Expense Description	2020/21 6 Mts TD*	2020/21 Budget	2021/22 Budget
2176	SALES	0	0	0
2991	DEPOSIT A/C INTEREST	0	(500)	0
2501	GAS GENERATION INCOME	(222,569)	(262,159)	(133,257)
4990	MISC INCOME	0	0	0
	<b>1 Total</b>	<b>(222,569)</b>	<b>(262,659)</b>	<b>(133,257)</b>
2004	SALARIES & WAGES	23,965	54,371	39,240
2006	LEACHATE TREATMENT	24,009	60,210	60,210
2009 & 2117	MANAGEMENT CHARGE	5,500	11,000	11,000
2010	RATES	8,271	7,000	8,500
2011	INSURANCE	10,440	10,000	10,500
2012	HEAT & LIGHT	4,244	15,000	10,000
2018	REPAIRS & RENEWALS GENERAL	2,996	10,000	6,000
2021	REPAIRS VEHICLES	637	1,500	1,500
2024	BANK CHARGES	26	50	50
2029	TELEPHONE	175	500	300
2031	ADVERTISING	0	0	0
2030 & 2032	POST & STATIONERY	0	50	50
2033	COMPUTER SOFTWARE	0	0	0
2039	HIRE OF EQUIPMENT	12,390	24,280	11,240
2040	PROTECTIVE CLOTHING	0	400	300
2041	BLINDING MATERIALS	0	3,000	0
2035 & 2048	FEES & LEGAL FEES	17,515	20,000	15,000
2054	FUELS & OILS	2,383	11,000	5,000
2060	TRAVEL & SUBSISTENCE	0	2,500	1,000
2061 & 2145	TRANING & CONFERENCES COURSES	0	750	750
2070	CHEMICALS	0	500	2,000
2072	WATER	512	500	1,000
2073	SITE ENGINEERING	0	8,000	2,000
2081	LANDFILL TAX ON BLINDING	0	0	0
2104	SAMPLES	10,802	21,569	14,280
2300	MISCELLANEOUS	0	100	100
8100	BAD DEBT WRITE-OFF/RECOVERED	0	0	0
8102	PROVISION FOR BAD DEBT	(8,238)	0	0
	<b>2 Total</b>	<b>115,629</b>	<b>262,280</b>	<b>200,020</b>
	<b>Grand Total</b>	<b>(106,940)</b>	<b>(379)</b>	<b>66,763</b>

\* 6 Months TD expenditure including some additional expenditure that were accrued in the first 6 months but not yet invoiced.

<b>Report on</b>	Building Control Workload
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	William Wilkinson

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

<b>1.0</b>	<b>Purpose of Report</b>		
1.1	To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council.		
<b>2.0</b>	<b>Background</b>		
2.1	<p>Building Control applications are received in three different forms:-</p> <ul style="list-style-type: none"> <li>a Full Applications - submitted with detailed working drawings.</li> <li>b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc.</li> <li>c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval.</li> </ul>		
<b>3.0</b>	<b>Main Report</b>		
3.1	<b>Workload Analysis</b>	<b>February 2021</b>	<b>Accumulative 2020/21</b>
	Total number of Applications	<b>165</b>	<b>1390</b>
	Full plans applications received	<b>57</b>	<b>649</b>
	Building Notices applications received	<b>98</b>	<b>621</b>
	Regularisation applications received	<b>10</b>	<b>120</b>
	Estimated value of works submitted	<b>£12,219,789</b>	<b>£140,665,037</b>
	Number of inspections carried out by Building Control Officers	<b>640</b>	<b>6071</b>

	Commencements	137	1341
	Domestic Dwellings	45	559
	Domestic alterations and Extensions	78	668
	Non-Domestic work	14	114
	Completions	142	1078
	Domestic Dwellings	57	500
	Domestic alterations and Extensions	70	507
	Non-Domestic work	15	71
	Property Certificates Received	152	1611
3.2	As previously indicated, the Building Control Department have continued to provide a full service to the Public as required during the Covid-19 Pandemic.		
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 and performance criteria.		
3.4	During the initial stages of Covid-19, the number of applications submitted as well as the number of requested inspections reduced considerably as the result of the initial lockdown. However, it should be noted that the demand for the service has increased over the past number of months.		
3.5	It is currently difficult to assess the continued impact of Covid-19 on the local construction sector but to date there appears to have been a higher than anticipated level of resilience producing a strong level of activity both in the construction sector as well as in the property sales sector.		
<b>4.0</b>	<b>Other Considerations</b>		
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>		
	Financial: Within Current Resources		
	Human: Within Current Resources		
	Risk Management: None		



<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 - List of significant applications received by the Building Control Service



**Significant Developments February 2021**

<b>Applicant</b>	<b>Location of Development</b>	<b>Details of Development</b>	<b>Estimated value of development</b>
Portafill International	2 Dungannon Business Park, Dungannon.	Extension to Factory (Floor Area 3072m <sup>2</sup> ) B.C. fee - £5,315	£975,000
SH Watterson (Machinery Ltd)	Unit 11, The Diamond Centre, 24 Market Street, Magherafelt	Alterations to Ground Floor Retail Unit & Provision of 4 Flats (Floor Area 800m <sup>2</sup> ) B.C. fee - £3,317	£870,612
JDC Joinery	11 Killeenan Road, Cookstown.	Erection of 8 Dwellings (Ave Floor Area 115m <sup>2</sup> ) B.C. fee - £2,073	£580,567
Splash NI	4b Maghadone Road, Moneymore.	Erection of a Welcome Building & Changing Area Building. B.C. fee - £3,164	£544,000
J & V Construction Ltd	Off Killymeal Road, Dungannon.	Erection of 9 Dwellings (Ave Floor Area 94m <sup>2</sup> ) B.C. fee - £2,440	£527,685

Appendix 1

N & R Devine	Gallion Glen, Cookstown.	Erection of 5 Dwellings (Ave Floor Area 101m2) B.C. fee - £1,362	£384,175
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<b>Report on</b>	Entertainment Licensing Applications
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	William Wilkinson

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on Entertainment Licensing applications across Mid Ulster District Council.
<b>2.0</b>	<b>Background</b>
2.1	The Council has responsibility for licensing places of entertainment in accordance with The Local Government (Miscellaneous Provisions) (NI) Order 1985.
2.2	Entertainment Licensing applications are received on a continued basis across the District.
2.3	Statutory consultations are carried out with PSNI and NIFRS for each Entertainment Licence application (grant or renewal) submitted.
<b>3.0</b>	<b>Main Report</b>
3.1	<p>As previously agreed a list of applications for all grant/renewal of Entertainment Licences in Mid Ulster District Council is attached (see Appendix 1). The number of applications received on a monthly basis will vary depending on the date of expiry of the current licence.</p> <p>Each application is accompanied by the following documentation:</p> <ol style="list-style-type: none"> <li>1 A current Fire Risk Assessment detailing the following: <ol style="list-style-type: none"> <li>(a) means of escape from premises</li> <li>(b) management responsibilities for day to day safety aspects</li> <li>(c) details of review on an annual basis</li> </ol> <p>The fire risk assessment submitted is audited by the inspecting officer.</p> </li> <li>2 Electrical certification is required for the following: <ol style="list-style-type: none"> <li>(a) General electrical installation</li> <li>(b) Emergency lighting system</li> <li>(c) Fire alarm system</li> </ol> </li> <li>3 Details of current public liability insurance for premises</li> </ol>

	4 Copy of public advertisement in local press
3.2	<p>Following the application for the Grant/Renewal of an Entertainment Licence being submitted and validated, an inspection is carried out to ensure that the premises are in compliance with all relevant guidance and legislation. Areas which would be inspected are as follows:</p> <ol style="list-style-type: none"> <li>1. Means of escape from the venue i.e. Final Exit Doors and Easy Opening Devices are satisfactory and escape routes are free from obstruction etc.</li> <li>2. All floor, wall, and ceiling coverings are in compliance and in good condition</li> <li>3. All firefighting equipment are correctly positioned and serviced as required</li> <li>4. The general condition of the premises is satisfactory</li> <li>5. All management documentation is in place</li> </ol>
3.3	Entertainment licensing applications have continued to be processed where possible including statutory consultations with external Bodies as required by legislation.
3.4	Licences have been issued where inspections had been completed and all points requiring attention have been addressed.
3.5	Inspection of venues have re-commenced where it is possible to do so and specifically where issues in relation to the current Covid-19 Guidance can be achieved.
3.6	In addition, within the correspondence to all licensees which accompanies newly issued licences, it is highlighted that on re-opening of their premises, the numbers permitted will be reduced in line with current Government Guidance regarding Covid-19.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: None

	Rural Needs Implications: None
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members are requested to note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences.
6.2	Appendix 2 – Schedule of Entertainment Licence applications which have been granted/renewed.





**Schedule of applications Received for the Grant/Renewal of Entertainment Licences in February 2021**

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
B McNiece	Tomney's Bar	9-10 The Square, Moy	Annual	Monday To Saturday From: 11.30 To: 01.00  Sunday From: 12.30 To: 24.00	245
S Coulter	The Rathmore Bar	125-127 Main Street, Clogher	Annual	Monday To Saturday From: 11.30 To: 01.30  Sunday From: 12.00 To: 22.00	100
R Murphy	Magherafelt Masonic Club	17 Hospital Road, Magherafelt	Annual	Monday To Friday From: 20.00 To: 01.00  Saturday From: 11.00 To: 24.00	110

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
E Donaghy	Donaghy's Bar	26 William Street, Dungannon	Annual	Monday To Saturday From: 11.30 To: 01.00  From: 12.30 To: 22.30	192
B McDonald	Castlebay Bar	187 Mountjoy Road, Coalisland	Annual	Monday To Thursday From: 12.00 To: 23.00  Friday and Saturday From: 12.00 To: 01.30  Sunday From: 12.00 To: 24.30	90
B McNiece	Tomney's Bar Courtyard	9 The Square, Moy	Annual	Monday to Saturday From: 11.30 To: 01.00  Sunday From: 12.30 To: 24.00	126

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours proposed</b>	<b>Max Number of Patrons</b>
J Hamilton	Pomeroy Presbyterian Church Hall	1 Edendoit Road, Pomeroy	14 Unspecified Days	Monday to Sunday From: 18.00 To: 24.00	240

**Schedule of applications Issued for the Grant/Renewal of Entertainment Licences in February 2021**

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
T Jebb	The Oldtown Inn	12-14 Oldtown Street, Cookstown	Annual	Monday to Saturday From: 11.30 To: 01.00  Sunday From: 12.00 To: 24.00
R McKenna	St Colm's High School	2 Magherafelt Road, Draperstown	14 Unspecified Days	Monday To Friday From: 19.00 To: 22.00
P Forbes	The Cove Bar	126 Shore Road, Magherafelt	Annual	Monday to Sunday From: 11.30 To: 01.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
NJ Downey	Downey's Jubilee Bar	124 Main Street, Fivemiletown	Annual	Monday To Thursday From: 11.30 To: 23.30  Friday & Saturday From: 11.30 To: 01.00  Sunday From: 12.30 To: 22.30
D L Salley	Salley's Bar and Lounge	86 Moore Street, Aughnacloy	Annual	Monday To Sunday From: 11.30 To: 01.30
C Rafferty	Killymoon Golf Club	200 Killymoon Road, Cookstown	Annual	Monday To Friday From: 18.00 To: 23.00  Saturday From: 14.00 To: 24.00  Sunday From: 14.00 To: 23.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
T McNiece	The Mill Court Bar And Restaurant	40 Main Street, Coalisland	Annual	Monday To Thursday From: 10.00 To: 22.00  Friday And Saturday From: 10.00 To: 23.30  Sunday From: 11.00 To: 23.00
A Trotter	Dungannon Presbyterian Church Halls	53a Scotch Street, Dungannon	14 Unspecified Days	Monday To Saturday From: 09.00 To: 24.00
G Gildernew	The Brantry Bard Cultural Centre	65 Carrycastle Road, Dungannon	14 Unspecified Days	Monday, Tuesday and Thursday From: 18.30 To: 23.30  Wednesday From: 18.30 To: 23.30  Friday to Sunday From: 07.00 To: 02.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
N & L McKearney	The Gables Bar and Restaurant	40 Cookstown Road, Dungannon	Annual	Monday To Saturday From: 11.00 To: 01.30  Sunday From: 12.00 To: 24.00
Mid Ulster District Council	Cookstown Leisure Centre	76 Fountain Road, Cookstown	14 Unspecified Days	Monday To Friday From: 06.30 To: 01.30  Saturday From: 08.00 To: 17.00  Sunday From: 09.00 To: 16.30
P M Mulgrew	The Roadside Tavern	36-38 The Square, Stewartstown	Annual	Monday to Saturday From: 11.00 To: 01.00  Sunday From: 12.00 To: 24.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
B Morris	Glenavon House Hotel	52 Drum Road, Cookstown	Annual	Monday to Saturday From: 11.00 To: 01.00  Sunday From: 12.00 To: 01.00
1 Oak Leisure (Ireland) Ltd	Time Bar Venue	40-42 James Street, Cookstown	Annual	Monday To Sunday From: 12.00 To: 02.00
R P Donnelly	St Patrick's Parish Hall	137 Ballinderry Bridge Road, Coagh	Annual	Monday to Sunday From: 09.00 To: 22.00
Mid Ulster District Council	The Burnavon	7 Burn Road, Cookstown	Annual	Monday to Sunday From: 12.00 To: 01.00
H Corey	St Patrick GFC	111a Ballyneil Road, Moneymore	Annual	Monday to Saturday From: 11.30 To: 01.00  Sunday From: 12.30 To: 24.00



Appendix 2

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
P Lavery	PB's BAR	1 Dungannon Street, Moy	Annual	Monday To Saturday From: 11.30 To: 01.00  Sunday From: 12.30 To: 24.00
P Mullan	Mullan's Bar	52a William Street, Cookstown	Annual	Monday to Thursday From: 11.30 To: 23.30  Friday & Saturday From: 11.30 To: 01.00  Sunday From: 12.00 To: 24.00
Royal School Dungannon	Royal School Dungannon	2 Ranfurly Road, Dungannon	14 Unspecified Days	Monday To Sunday From: 09.00 To: 01.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
C Forbes	Elite Gaming	1 Cemetery Road, Cookstown	Annual	Monday to Saturday From: 12.00 To: 23.00  Sunday From: 14.00 To: 23.00
M Devlin	The Marina Centre	135a Shore Road, Magherafelt	Annual	Monday To Sunday From: 11.00 To: 01.30
G Booth	Railway Bar	67 Union Street, Cookstown	Annual	Monday To Sunday From: 11.00 To: 02.00
C Loughran	The Millwheel Bar	60 Dunnamore Road, Cookstown	Annual	Monday & Tuesday From: 11.30 To: 23.30  Wednesday – Sunday From: 11.30 To: 01.30

Appendix 2

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
R McGlaughlin	Cookstown Hockey Club	48 Molesworth Street, Cookstown	Annual	Monday To Sunday From: 13.00 To: 01.00
O Mulligan	Mulligans Club @ INF	33 Chapel Street, Cookstown	Annual	Monday to Thursday From: 12.00 To: 23.00  Friday & Saturday From: 12.00 To: 01.00  Sunday From: 12.00 To: 24.00
S Thom	Royal Hotel	64-72 Coagh Street, Cookstown	Annual	Monday To Saturday From: 11.00 To: 01.00  Sunday From: 11.00 To: 24.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
S Brown	Lisnagleer Community Hall	21 Lisnagleer Road, Dungannon	14 Unspecified Days	Monday to Friday From: 19.00 To: 01.00  Saturday From: 17.0 To: 01.00
J Faloon	Dungannon Swifts Football Club	Far Circular Road, Dungannon	Annual	Monday To Tuesday From: 19.00 To: 23.00  Wednesday & Thursday From: 16.00 To: 23.00  Friday & Saturday From: 12.00 To: 01.00  Sunday From: 12.00 To: 22.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
R Mulholland	Ballyscullion House	61 Ballyscullion Road, Bellaghy	Annual	Monday To Sunday From: 10.00 To: 01.00
N Coney	Ardboe Parish Centre	105 Mullanahoe Road, Dungannon	Annual	Monday To Sunday From: 11.00 To: 24.00
J Lamont	Cookstown Royal British Legion Club Ltd	19 Burn Road, Cookstown	Annual	Monday To Thursday From: 11.30 To: 23.00  Friday – Saturday From: 11.30 To: 01.00  Sunday From: 11.30 To: 23.00
G Williamson	The Valley Hotel	60 Main Street, Fivemiletown	Annual	Monday To Saturday From: 11.30 To: 01.30  Sunday From: 12.30 To: 01.00

<b>Name of Applicant</b>	<b>Name of Premises</b>	<b>Address of Premises</b>	<b>Type of Licence</b>	<b>Days and Hours Granted</b>
S Whiteside	Whiteside's Bar	87 Main Street, Augher	Annual	Monday To Saturday From: 11.00 To: 01.00  Sunday From: 11.00 To: 24.00
Scott & Ewing	Jimmy Johnston's Bar	39/41 Main Street, Augher	Annual	Monday To Sunday From: 11.30 To: 01.30
Mid Ulster District Council	Seamus Heaney Home Place	45 Main Street, Bellaghy	Annual	Monday To Thursday From: 10.00 To: 23.00  Friday To Saturday From: 10.00 To: 01.00  Sunday From: 13.00 To: 22.00

<b>Report on</b>	Product Safety Update Following EU Exit
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Fiona McClements

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To provide Members with an update on work carried out by the Environmental Health Department, in association with the Office of Product Safety and Standards (OPSS), from a safety perspective for consumer goods.
<b>2.0</b>	<b>Background</b>
2.1	The Office for Product Safety and Standards (OPSS) was created in January 2018 to deliver consumer protection and to support business confidence, productivity and growth.
2.2	The OPSS is the national regulator for all consumer products, except for vehicles, medicines and food. The OPSS is also the national regulator for legal metrology, ensuring weighing and measuring instruments are accurate and reliable.
2.3	The OPSS works with local, national and international regulators, with consumer representatives and with businesses to deliver effective protections and to support compliance. This includes the District Councils in Northern Ireland.
<b>3.0</b>	<b>Main Report</b>
3.1	In October 2020, the Office of Product Safety and Standards (OPSS) issued an offer of grant funding to each individual District Council up until the end of March 2021. This funding offer was made to assist Northern Ireland District Councils enable the UK to meet the provisions of the EU Withdrawal Agreement and the Northern Ireland Protocol (NIP).
3.2	In addition, this will enable the UK to ensure there are adequate arrangements in place for EU oversight and reporting requirements, and to build capacity and capability for market surveillance and ensure access to enforcement equipment and facilities.
3.3	As part of the Governance around the funding, each Environmental Health Department is required to complete a monthly return outlining relevant activities undertaken.

3.4	To date, Mid Ulster District Council has completed and returned monthly returns for November, December and January outlining the work that has been undertaken to assist with ensuring the requirements of the EU Withdrawal Agreement and NIP are being progressed. Examples of the work undertaken include a substantial scoping exercise to identify businesses within the Mid Ulster District Council to which new requirements will apply. For example, some businesses which pre EU Exit would have been considered to be distributors may now be considered importers and different requirements will apply. Such businesses, along with existing importers and manufacturers, will need to be provided with advice and support to meet their obligations for importing and exporting consumer goods. In addition, preparations are in being made in the event of an EU audit which may take place at short notice.
3.5	Additional Environmental Health resource has been employed until the end of March 2021, in line with the funding from OPSS, to carry out this scoping exercise and the associated contact with businesses.
3.6	Although OPSS have advised that funding may be available for the next financial year, this has not yet been secured and staffing arrangements will be adapted in line with the funding. A business case is being developed regionally for discussion at SOLACE.
<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: Funding expected to be at a similar level but not yet confirmed.
	Human: Additional officer time to undertake required checks and assisting businesses in relation to food and consumer products.
	Risk Management: N/A
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	It is recommended that Members note the content of this report.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	None.



<b>Report on</b>	MUDC Health and Wellbeing Programmes
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Fiona McClements

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To update Members on the current programmes available to residents through the Environmental Health Department's Health and Wellbeing Team.
<b>2.0</b>	<b>Background</b>
2.1	These Programmes in non-Covid times were delivered within peoples' homes for 1:1 assessment or within a community group setting, delivering talks or programmes. Currently services have been tailored to deliver via virtual means and the work is continuing for individuals and groups where possible under new arrangements. These programmes are primarily funded by the Public Health Agency (PHA) with annual targets set.
<b>3.0</b>	<b>Main Report</b>
3.1	<p><b>Home Safety</b></p> <p>Free Home Safety checks are available to anyone in the district who is 65 or over, families with children under 5 and vulnerable adults/children. The Council's Health and Wellbeing Officers carry out informal visits to discuss areas of home safety and establish what equipment might be needed.</p> <p>In addition, the Health and Wellbeing Officers organise talks / information stands / press releases and events throughout the year to raise awareness of home accident prevention.</p> <p><u>Criteria</u></p> <p>Home Safety equipment is free to anyone 65 or over. Households with children under 5- equipment is only free if in receipt of certain qualifying benefits. These are:</p> <ul style="list-style-type: none"> <li>• Income Support</li> <li>• Job seeker's allowance (income based)</li> <li>• Employment and Support Allowance (formally known as incapacity benefit)</li> <li>• Working Tax Credits</li> <li>• Housing Benefit</li> <li>• Free School Meals</li> </ul>

3.2	<p><b>Energy Efficiency Advisory Service</b></p> <p>The Energy Efficiency Advice Service is a 1:1 personal approach to manage the energy efficiency of domestic properties. The Health and Wellbeing Officer assesses energy consumption in a household and encourages energy saving behaviour. The programme targets vulnerable older people, those with underlying health conditions or the working poor. The Health and Wellbeing Officer will:</p> <ul style="list-style-type: none"> <li>• Signpost to other sources of fuel poverty / poverty support such as oil clubs, fuel stamps schemes, Keep Warm packs or Power NI energy saving packs</li> <li>• Signpost clients to appropriate schemes e.g. Affordable Warmth, NISEP, boiler replacement etc.</li> <li>• Make links with other potential partners for referral and / or signposting purposes – e. g. health professionals, Housing Executive</li> </ul> <p><u>Criteria</u></p> <p>Anyone can seek Energy Efficiency advice.</p> <p>The criterion for the fuel poverty support schemes varies. Where members feel someone could benefit from advice or a supported scheme they should make a referral to the Health and Wellbeing Officer who can then carry out an initial assessment, provide support and determine eligibility.</p>
3.3	<p><b>Fuel Stamp Scheme</b></p> <p>The Energy efficiency advisors also promote the MUDC fuel stamp scheme. Fuel stamps are available through local shops at £5 each. When the card is full, the resident will have saved £200 towards their next order of fuel (partly completed cards can also be used towards the cost of paying).List of retailers and suppliers available on council website:</p> <p><a href="https://www.midulstercouncil.org/resident/health-wellbeing/fuel-stamp-saving-scheme">https://www.midulstercouncil.org/resident/health-wellbeing/fuel-stamp-saving-scheme</a></p>
3.4	<p><b>Make a Change</b></p> <p>The Health and Wellbeing Officer provides one to one support for individuals who are interested in changing their lifestyle to become more active or eat more healthily. Officers support individuals over a period of time to set goals and motivate them to achieve behavioural change. The health support officers can work on a one to one or group basis. The programme has included delivery of Cook Its! , Food Values, talks / presentations, weight loss programmes and facilitating exercise classes.</p> <p><u>Criteria</u></p> <p>Anyone aged over 50.</p> <p>Please contact the Health and Wellbeing Officers Email: <a href="mailto:health.wellbeing@midulstercouncil.org">health.wellbeing@midulstercouncil.org</a> Call: 03000 132 132</p>

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: PHA funding, Home Accident Prevention: circa £43.5 K per annum, Energy Efficiency: circa £31 K per annum, Make a Change: circa £40.5 K per annum
	Human: Staff resource
	Risk Management: N/a
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members note the content of this report
<b>6.0</b>	<b>Documents Attached &amp; References</b>
6.1	Appendix 1 – Home Safety Leaflet
6.2	Appendix 2 – Energy Efficiency Leaflet
6.3	Appendix 3 – Fuel Stamp Scheme
6.4	Appendix 4 – Make a Change Leaflet





# Mid Ulster Home Safety Scheme

**Mid Ulster Home Safety Scheme helps those over 65, families with children under 5 and vulnerable adults/children avoid serious accidents within the home.**

**The scheme includes:**

- Free Home Safety Visits
- Home Safety equipment (where criteria is met)
- Home Safety talks to groups (open to all age groups).

## **Have you had your FREE Home Safety Visit?**

Every year, there are thousands of accidents and injuries in our homes, from burns and scalds to trips and falls. The Mid Ulster Home Safety Scheme aims to reduce the number of accidents which happen in the home by providing information and advice.

## **Can anyone apply for a FREE Home Safety Check?**

If you:

Are **65 or over**, have a **child under 5 or a vulnerable adult/child** then you are eligible for a free home safety check.

If you request a home safety check, or are referred for a check by someone like a health visitor, a Health & Wellbeing Officer will visit your home when it's convenient. It's a relaxed and informal visit, giving you an opportunity to discuss any home safety concerns you might have.

The Health & Wellbeing Officer will discuss important areas of home safety and establish what safety equipment you may need.



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

## Can anyone apply for Home Safety Equipment?

This scheme is primarily about the provision of home safety advice however there are some pieces of home safety equipment available where the need is identified and criteria met.

Equipment is free to anyone 65 or over. If you are in a household with children under 5, equipment is only provided free of charge if you are in receipt of certain qualifying benefits.

### These are:

- Income Support
- Job seeker's allowance (income based)
- Employment and Support Allowance (formally known as incapacity benefit)
- Working Tax Credits
- Housing Benefit
- Free School Meals
- Universal Credit

Or, if your Health Visitor or Health & Wellbeing Officer confirms that you are not able to afford safety equipment because of social or health circumstances, you may be entitled to free equipment.



## What do I need to do?

If you would like to receive a home safety visit, would like further information or to arrange a Home Safety talk for a group, simply contact your local Health & Wellbeing Officer.

**Call** 03000 132 132

**Email** [health.wellbeing@midulstercouncil.org](mailto:health.wellbeing@midulstercouncil.org)



Mid Ulster District Council  
Information For Residents

# Energy Efficiency Advice Service



The Energy Efficiency Advice Service is a 1-1 personal approach to manage the energy efficiency of domestic properties within Mid Ulster District Council (Cookstown & Magherafelt areas).

## Are you, or someone you know, living in a cold or damp home?

The Energy Advisor can provide tailored support for clients including the generation of referrals to other available support schemes.

**For further information please contact Mid Ulster District Council and ask to speak to the Energy Efficiency Adviser on 03000 132 132 or email [health.wellbeing@midulstercouncil.org](mailto:health.wellbeing@midulstercouncil.org)**

## What assistance is available from your local council?

- Onward referrals for heating and insulation grants.
- Bespoke energy efficiency advice.
- Home visits to provide tailored information and support.
- Information on local oil buying clubs.
- Information on fuel/oil stamp schemes.
- Attendance at talks and events.

# Fuel Stamp Savings Scheme

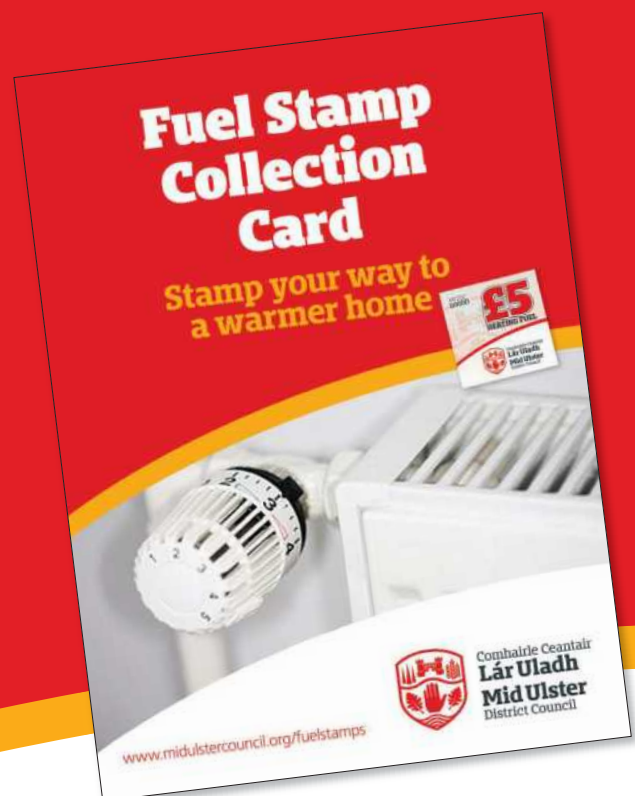
## Stamp your way to a warmer home

### Fuel Stamps and Collection Cards **NOW AVAILABLE**



Public Health  
Agency

The fuel stamp scheme is designed to help householders spread the cost of their central heating oil and solid fuel.



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





# Are you aged 50 or over?

**Do you live in the Mid Ulster District Council area?  
Are you interested in making a small change for  
your health and getting support to do so?**

Make A Change offers one-to-one support to help you 'make a change'. Whether you want to improve your diet or get more active, Make A Change could be for you. The dedicated Health and Wellbeing Officer will work closely with you over a period of weeks or months, to help you along the way. You don't have to do it alone!

**You decide what you want to change.  
We provide you with help and support to change it.**

**This service is confidential and FREE of charge.**

**Please contact the Health & Wellbeing Officer  
E: [health.wellbeing@midulstercouncil.org](mailto:health.wellbeing@midulstercouncil.org)  
T: 03000 132 132**



<b>Report on</b>	Live Here Love Here Awards Event
<b>Date of Meeting</b>	9 <sup>th</sup> March 2021
<b>Reporting Officer</b>	Fiona McClements

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

<b>1.0</b>	<b>Purpose of Report</b>
1.1	To inform Members of a Love Here Live Here virtual event to celebrate volunteer successes.
<b>2.0</b>	<b>Background</b>
2.1	MUDC has supported the Keep NI Beautiful Live Here Love Here campaign for a number of years. The community-based campaign, Live Here Love Here, aims to promote civic pride and a community "can-do" attitude to environmental activity in Northern Ireland.
2.2	The Live Here Love Here Community Awards are an opportunity to thank and celebrate the work of "environmental heroes" who have demonstrated consistent hard work, instilling civic pride and tackling environmental issues in their local community.
<b>3.0</b>	<b>Main Report</b>
3.1	In 2020, what would have been the fourth annual Live Here Love Here Community Awards evening was cancelled in November. This year, taking place on March 25 <sup>th</sup> at 7:00pm, the "Tales of the Times" Celebration Event will be an online event to showcase a selection of Live Here Love Here supporters from across the country including the Mid Ulster area. Each of these volunteers – both individuals and groups – have been crucial to supporting their communities during the Covid-19 pandemic by instilling civic pride and tackling environmental issues such as litter, biodiversity loss and climate action.
3.2	In preparation for the event. Live Here Love Here have invited volunteers to tell their story or actions of another group or individual they have been inspired by.
3.3	The selected volunteers will be shared for the first time at the live event and will have a film of their activities shown on the night of the event.
3.4	Members are encouraged to log in and show their support for those who contribute to and who have given their time towards addressing important environmental issues within their communities. Members wishing to attend can log in from the Live here Love Here website by visiting <a href="http://www.livehereandlovehere.org">www.livehereandlovehere.org</a> from 6:45pm on March 25 <sup>th</sup> .

<b>4.0</b>	<b>Other Considerations</b>
<b>4.1</b>	<b>Financial, Human Resources &amp; Risk Implications</b>
	Financial: N/a
	Human: N/a
	Risk Management: N/a
<b>4.2</b>	<b>Screening &amp; Impact Assessments</b>
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
<b>5.0</b>	<b>Recommendation(s)</b>
5.1	Members to note the open invitation to the online Live Here Love Here “Tales of the Times” Celebration Event taking place on 25 <sup>th</sup> March at 7pm in support of local volunteers.
<b>6.0</b>	<b>Documents Attached &amp; References</b>
	None