Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

11 May 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, 11 May 2021 at 19:00 to transact the business noted below.

In accordance with the spirt 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

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

<u>Matters for Decision</u>

4.	DfI Roads Proposal to Mid Ulster District Council - Proposed Provision of a Disabled Persons' Parking Bay at Church Street, Ballygawley	3 - 6
5.	DfI Roads Proposal to Mid Ulster District Council - Proposed Traffic Calming Measures & Footway Extension for Favour Royal Road, Augher	7 - 10
6.	Street Naming and Property Numbering	11 - 28
7.	Review of Policy on Street Naming and Numbering	29 - 68
8.	Review of Policy on Dual Language Nameplate Signage	69 - 108
9.	Bus Shelters Update	109 - 126

10.	Derelict Buildings and Dilapidated Structures	127 - 144
11.	Office for Product safety and Standards and the ongoing work on product safety	145 - 148

Matters for Information

12	Minutes of Environment Committee held on 13 April 2021	149 - 162
13	Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for October to December 2020	163 - 168
14	Mid Ulster Big Spring Clean 2021	169 - 182
15	Environmental Services Services Improvement Plan for 2021/22	183 - 206
16	Property Services Service Improvement Plan for 2021/22	207 - 234
17	Building Control Workload	235 - 240
18	Entertainment Licensing Applications	241 - 250

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

19. Extension of Waste Recycling and Processing Contracts
20. Off street Car Parking: Future Provision Update
21. Tender report for the appointment of a Vehicle Supplier
22. Dog kennelling and related services
23. Clean Neighbourhood Action Plan

Matters for Information

24. Confidential Minutes of Environment Committee held on 13 April 2021
25. Capital Framework – ICT Contracts Update
26. Capital Framework – IST Contracts Update
27. Capital Projects – Scoping Contracts Update

Report on	DfI Roads Proposal to Mid Ulster District Council - Proposed Provision of a Disabled Persons' Parking Bay at Church Street, Ballygawley
Date of Meeting	Tuesday 11th May 2021
Reporting Officer	Terry Scullion, Head of Property Services
Contact Officer	Terry Scullion, Head of Property Services

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

1.0	**Purpose of Report**
1.1	To seek the agreement of Members in relation to proposals from DfI Roads to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.
2.0	**Background**
2.1	DfI Roads are consulting the Council with proposals to introduce measures designed to improve network safety, sustainability and efficiency to encourage safe and sustainable travel.
3.0	**Main Report**
3.1	The following outlines the proposal to be brought to the attention of the Environment Committee: **Proposed Provision of a Disabled Persons' Parking Bay at Church Street, Ballygawley** DfI Roads are proposing to provide a disabled persons' parking bay at the above noted location. Consultation letter and location map of aforementioned proposal are attached as appendices to this report.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: None

	Human: Officer time in drafting reports
	Risk Management: The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at this location will assist DfI in the discharge of their duties in regard to disability.
	Rural Needs Implications: The rural needs assessment would be conducted by DfI Roads.
5.0	**Recommendation(s)**
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
6.0	**Documents Attached & References**
6.1	**Appendix 1** Letter from DfI Roads dated 14th April 2021; Proposed Provision of a Disabled Persons' Parking Bay at Church Street, Ballygawley
6.2	**Appendix 2** Drawing – Proposed Provision of a Disabled Persons' Parking Bay at Church Street, Ballygawley

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

Network Development

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

County Hall
Drumragh Avenue
Omagh

Tel: 028 8225 4085

14 April 2021

Dear Mr McCreesh

PROPOSED DISABLED PERSONS' PARKING BAY AT CHURCH STREET, BALLYGAWLEY

DfI Roads is proposing to provide a disabled persons' parking bay at Church Street, Ballygawley, as detailed on the attached map, following an application from a local resident.

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

Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

INVESTORS IN PEOPLE

Proposed disabled parking bay - Church Street, Ballygawley

Wednesday 7 April 2021 14:39:03

Department for Infrastructure

Report on	DfI Roads Proposal to Mid Ulster District Council - Proposed Traffic Calming Measures & Footway Extension for Favour Royal Road, Augher
Date of Meeting	Tuesday 11th May 2021
Reporting Officer	Terry Scullion, Head of Property Services
Contact Officer	Terry Scullion, Head of Property Services

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

1.0	**Purpose of Report**
1.1	To seek the agreement of Members in relation to proposals from DfI Roads to introduce measures to enhance the safety and development of the transport network with a range of transport proposals.
2.0	**Background**
2.1	DfI Roads are consulting the Council with proposals to introduce measures designed to improve network safety, sustainability and efficiency to encourage safe and sustainable travel.
3.0	**Main Report**
3.1	The following outlines the proposal to be brought to the attention of the Environment Committee: **Proposed Traffic Calming Measures & Footway Extension for Favour Royal Road, Augher** DfI Roads are proposing to introduce traffic calming measures and inclusion of a missing section of footway on the northwest side of the Favour Royal Road, Augher. Consultation letter and location map of aforementioned proposal are attached as appendices to this report.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: None

	Human: Officer time in drafting reports
	Risk Management: The introduction of the aforementioned proposal at this location will assist in the management of road safety issues.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: The introduction of the aforementioned proposal at this location will assist DfI in the discharge of their statutory duty.
	Rural Needs Implications: The rural needs assessment would be conducted by DfI Roads.
5.0	**Recommendation(s)**
5.1	That the Environment Committee endorses the proposal submitted by DfI Roads.
6.0	**Documents Attached & References**
6.1	**Appendix 1** Letter from DfI Roads dated 13th April 2021; Proposed Traffic Calming Measures and Footway Extension at Favour Royal Road, Augher
6.2	**Appendix 2** Drawing – Proposed Traffic Calming Measures and Footway Extension at Favour Royal Road, Augher

Mr Adrian McCreesh
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Telephone: (028) 8225 4085

Dungannontraffic@infrastructure-ni.gov.uk

13th of April 2021

Dear Mr McCreesh

B128 FAVOUR ROYAL ROAD, AUGHER, PROPOSED TRAFFIC CALMING MEASURES & FOOTWAY EXTENSION

Following a number of representations regarding vehicle speeds at the above location, DFI Roads are proposing to introduce Traffic Calming measures to address local safety concerns. If approved the scheme will also include a missing section of footway on the northwest side of the Favour Royal Road.

The full extent of this proposal is illustrated on the attached layout drawing. I would appreciate if you could bring this matter to the attention of the relevant councillors for this area.

If you, or any elected representatives have any comments on our proposal please feel free to contact me using the above email address or by contacting me directly on **07825141873**

I trust that you will find this information helpful.

Yours sincerely

Brendan Elliott
Network Development 2

TITLE **B128 FFAVOUR ROYAL ROAD, AUGHER**

PROJECT **Proposed Traffic calming & footway extension**

CIVILS

400mm x 400mm Tactile Paving, Red in colour

TACTILE PAVING NOTES

1. Tactile surfacing (BS 7263 Part 1 1990) to be RED at controlled crossing points indicated thus

2. Tiles should be 400 x 400 or similar approved. Domes on surface should be 0.5mm - 5mm above the surface of the tile with flat tops and tapered sides.

Footway Link 60 x 2 metre wide footway

3.2 x 1.6 metre speed cushions

DATE: February 2021
Not to SCALE

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O.S. MAP Ref: 19601NW 19601SW 19601NE 19601SE

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DFI Roads

Report on	Street Naming and Property Numbering
Date of Meeting	11th May 2021
Reporting Officer	William Wilkinson

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

1.0	**Purpose of Report**
1.1	For Members to consider the naming of new streets within residential Housing Developments within Mid-Ulster.
2.0	**Background**
2.1	In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility of approving Street Naming and Numbering of buildings erected thereon.
2.2	The Policy for Street Naming and Numbering, as adopted (see Appendix 1) forms the basis for considering proposals for the street naming of new developments.
3.0	**Main Report**
3.1	The Building Control Department has received a request for the naming of a street within a proposed residential development as follows: I. **Site off Lurgylea Road, Dungannon** An application has been submitted by Countrywide Homes Ltd for the naming of a new street within a proposed residential development off Lurgylea Road, Dungannon. Building Control has received an application for the erection of 13 No dwellings. It should be noted that 6 dwellings have recently commenced on site. The options submitted are as noted below: **1. Glenburn Gardens** **2. Glenburn View** **3. Glenmount Gardens** As the options submitted are linked to the locality in each case, it is considered that each option demonstrates compliance with the policy as adopted.

4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: None
	Human: None
	Risk Management: None
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None
	Rural Needs Implications: No
5.0	**Recommendation(s)**
5.1	It is recommended that consideration is given to the approval one option within the following proposals for the Street Naming of a street within a new residential development within Mid Ulster. **I. Site off Lurgylea Road, Dungannon** **Either Glenburn Gardens** **Or Glenburn View** **Or Glenmount Gardens**
6.0	**Documents Attached & References**
6.1	Appendix 1 – Policy for Street Naming and Numbering.
6.2	Appendix 2 – Pro-forma containing street naming proposals, location map and site layout plan for new street off Lurgylea Road, Dungannon.

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

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**	
Circulation	Councillors, Staff		
Document Linkages			

Contents Page

Paragraph	Description	Page Number
1.0	Introduction	
2.0	Policy Aim & Objectives	
3.0	Policy Scope	
4.0	Linkage to Corporate Plan	
5.0	Naming of new Streets	
6.0	Renaming Existing Streets	
7.0	Roles & Responsibilities	
8.0	Impact Assessments • Equality Screening & Rural Needs Impact • Staff & Financial Resources	
9.0	Support & Advice	
10.0	Communication	
11.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
A	Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995	
B	Naming of New Streets and Housing Developments: *Procedure*	
C	Renaming Existing Streets: *Procedures*	

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[F6];

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

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

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

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

Appendix B
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.

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals

Applicants Name & Address: Countrywide Homes Ltd

Description: Housing @ Lurgylea Road, Galbally

Ref: F/2021/0250/MAST

	Proposed Street Name	Linkage to Locality	Reason for Choice
Option 1	Glenburn Gardens	The Site Is Located Along The Glen + Burn At Foot Of Hill	This Amalgamates The Local Glen + Burn And No Glenburn Exists Elsewhere.
Option 2	Glenburn View	As Above	
Option 3	Glenmount Gardens	As Above And Site Located At Highest Point On Road	

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

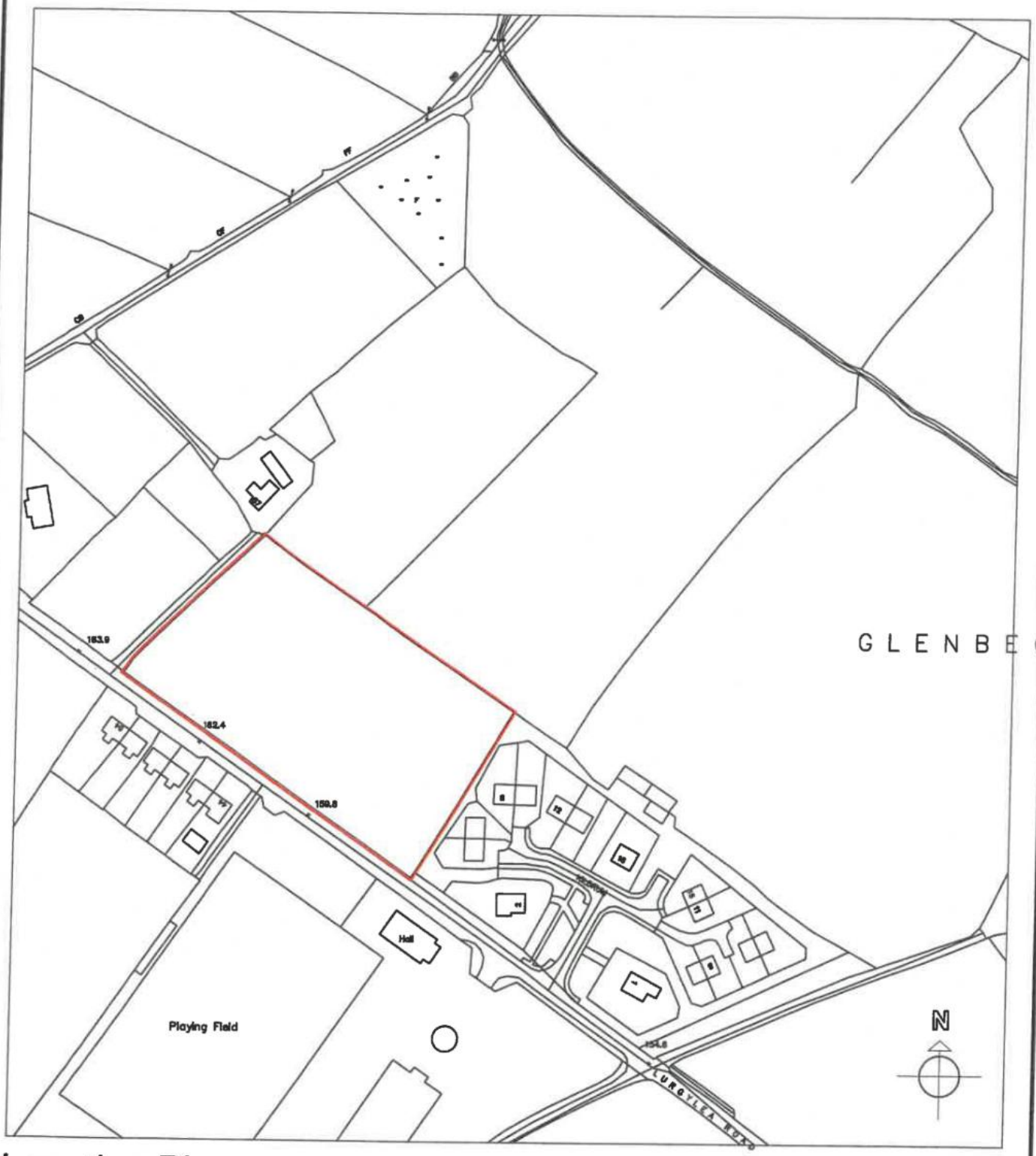
Please note that street naming proposals should be in accordance with Mid Ulster Council Policy (Attached)

Signed Paul Bradley

Dated 12/4/2021

Appendix 2

Reproduced from the Ordnance Survey of Northern Ireland map (159/03) with the permission of the Controller of HMSO, © Crown Copyright 2019



Location Plan

-1:2500-

bds	project	Housing Development at Lands Opposite 44–54 Lurgylea Road, Galbally, Co. Tyrone			
	client	Countrywide Homes			
	dwg title	Location Plan			
	dwg no.	2631–F–012		scale	1: 2500
	drawn	P.B.	checked A.B.	date	Jan'21

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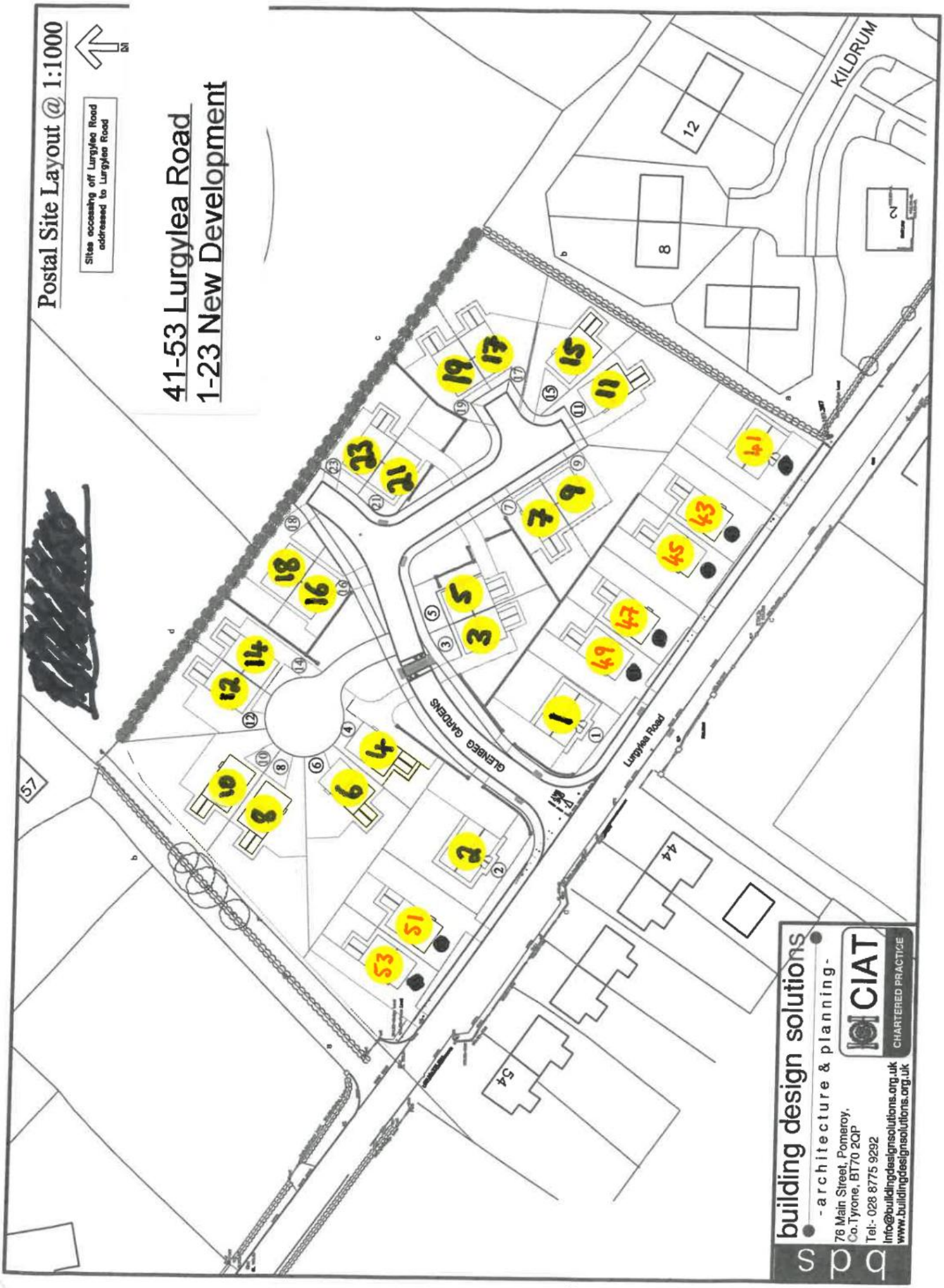
CIAT
CHARTERED PRACTICE

17 FEB 2021 270942 366789

Appendix 2



17 FEB 2021

F/250/21

Report on	Review of Policy on Street Naming and Numbering
Date of Meeting	11th May 2021
Reporting Officer	William Wilkinson

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

1.0	**Purpose of Report**
1.1	To advise Members on the review of the Policy on Street Naming and Numbering.
2.0	**Background**
2.1	A Policy for Street Naming and Numbering has been in place within Mid Ulster District Council from April 2015. In March 2017, the Street Naming and Numbering Policy was amalgamated with the Dual Language Signage Policy. Subsequently in March 2019, the Policies were separated and became separate standalone policies.
2.2	A report on the Review of the Street Naming and Numbering Policy was considered by the Environment Committee on 9th March 2021 with a number of issues highlighted for consideration by the Members.
3.0	**Main Report**
3.1	As a result of consideration by Members, in relation to the review of the Policy for Street Naming and Numbering, the Policy as attached (see Appendix 1) will form the basis for processing all Street Naming requests which are received by Mid Ulster District Council when Policy is approved.
3.2	It should be noted in Paragraph 11.1 of the Policy that the Monitoring and Review Arrangements has been amended in line with updated Council Policy and a formal review of the Policy will be undertaken 4 years from date of approval.
3.3	In relation to the review of the Policy for Street Naming and Numbering Policy (Appendix 1) there were two points highlighted which were recommended to be included in the reviewed policy: i) Point 2 of Annex B has been amended to raise awareness that applicants should consider contacting local historical/community groups where available as a means of receiving advice on names which would be relevant for proposed names of a new road/street in the locality. ii) Point 5 of Annex C has been included to indicate that residents of the existing street being surveyed will be made aware at time of survey of issues which will arise if the street is successfully renamed.

3.4	In accordance with the Council's Equality Scheme the reviewed Policy has screened for "Equality and Good Relations" – see Appendix 2.
3.5	In addition a "Rural Needs Impact Assessment – RNIA" has been carried out in accordance with the Councils requirement to ensure compliance with "Rural Needs Act (NI) 2016" – see Appendix 3.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: As detailed above – see Appendix 2
	Rural Needs Implications: As detailed above – see Appendix 3
5.0	**Recommendation(s)**
5.1	That members note the content of this report and approve the "Policy on Street Naming and Numbering" as reviewed.
6.0	**Documents Attached & References**
6.1	Appendix 1 – Policy on Street Naming and Numbering
6.2	Appendix 2 – Equality and Good Relations Screening Report
6.3	Appendix 3 – Rural Needs Impact Assessment on Policy

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

Policy on Street Naming and Numbering

Document Control			
Policy Owner	Director of Public Health & Infrastructure		
Policy Author	Director of Public Health & Infrastructure		
Version	Version 2		
Consultation	Senior Management Team Yes / No Trade Unions Yes / No		
Equality Screened by	Principal Building Control Officer	**Date**	
Equality Impact Assessment	N/A	**Date**	
Good Relations	N/A		
Approved By	Environment Committee	**Date**	
Adopted By	Council	**Date**	
Review Date		**By Whom**	
Circulation	Councillors, Staff		
Document Linkages			

Contents Page

Paragraph	Description	Page Number
1.0	Introduction	
2.0	Policy Aim & Objectives	
3.0	Policy Scope	
4.0	Linkage to Corporate Plan	
5.0	Naming of new Streets	
6.0	Renaming Existing Streets	
7.0	Roles & Responsibilities	
8.0	Impact Assessments • Equality Screening & Rural Needs Impact • Staff & Financial Resources	
9.0	Support & Advice	
10.0	Communication	
11.0	Monitoring & Review Arrangements	

Annexes	Description	Page Number
A	Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995	
B	Naming of New Streets and Housing Developments: *Procedure*	
C	Renaming Existing Streets: *Procedures*	

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 Annex 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 Annex 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 Annex [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 Annex 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 4 years from its effective commencement date.

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

(10) In this Article—

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

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

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

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

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

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

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

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

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

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

Annex 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. To ensure compliance, applicants should consider contacting local historical/community groups where available, which may be beneficial on receiving advice on names which would be relevant for proposed names of a new road/street in the locality.

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.

Annex 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. Residents of the existing street being surveyed to be made aware at time of survey of issues which will arise if the street is successfully renamed.

6. 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

7. 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.

8. 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.

9. Where a Petition to have an existing street renamed is not approved then the occupiers will be notified of this.

10. 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.

11. 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.

12. 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.

Appendix 2

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Equality & Good Relations

Screening Report

Mid Ulster District Council - Equality Screening Template

Council has a statutory duty to screen all policies. Please note a policy can be written or unwritten, formal or informal. This includes our strategies, plans, policies, legislative developments; and new ways of working such as – the introduction, change or end of an existing service, grant funding arrangement or facility. Please note a policy can be written or unwritten, formal or informal. This screening template is designed to help all departments consider the likely equality and good relations impacts of their proposed decisions on different groups of customers, service users, staff and visitors.

Before carrying out an equality screening exercise it is important that you have received the necessary training. To find out about the training contact ann.mcaleer@midulstercouncil.org

The screening template has 4 sections to complete. These are:

Section 1 – Policy scoping

Asks you to provide details about the policy/decision that is being screened.

Section 2 – Screening questions

These are key questions that require you to outline the likely impacts on equality groups, and all supporting evidence. Please provide details of groups consulted with.

Section 3 –Screening decision

This is a formal record of the screening decision. i.e. is a need to carry out an equality impact assessment (EQIA), or introduce measures to mitigate the likely impact, or the introduction of an alternative policy to better promote equality of opportunity.

Section 4 – Monitoring

This provides guidance to the Council on monitoring for adverse impact and broader monitoring.

Section 1- Scoping

Details about the policy / decision to be screened

Title of policy / decision / programme to be screened: -
Policy on Street Naming and Numbering

Is this an existing, revised or new policy/ decision / programme? :-
This is an existing policy.

What is it trying to achieve? (aims/outcomes)
The aims and objectives of this policy are: • To ensure the naming of New Streets and Housing Developments is delivered in a fair, equitable and consistent manner. • 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

What others policies with a bearing on this policy/ decision/programme?

Policy Title	Policy Owners
Draft Dual Language Signage Policy	Mid Ulster District Council
Accessible Communications Policy	Mid Ulster District Council
Local Government (Miscellaneous Provisions) (NI) Order 1995	NI Assembly

Are there any financial or legislative factors which could contribute to/ detract from intended aim/ outcome of the policy?	
Financial	N/A
Legislative	Article 11, Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995
Other	N/A

Section 2- Screening Questions

1. Outline any consultation process achieved or planned in relation to the implementation of this policy/ decision/ programme:

Internal consultation was carried out with the Council's Environment Committee. The reviewed policy will be presented to Full Council for ratification.

2. Available evidence

What evidence / information (both qualitative and quantitative) have you gathered to inform this policy/decision/programme? Set out all evidence below to help inform your screening assessment.

Please note: It is important to record information gathered from a variety of sources such as:

- Monitoring information
- Complaints
- Research /surveys
- Consultation exercise
- other public authorities

Previous consultation with Environment Committee

Committee members advised to include a Caveat for eligible voters when proposing to a rename street to forewarn them of the potential implications (financial and other) that changing an address can result in.

Committee members noted that some street name proposals - although in compliance with the policy, they would be considered poor quality at times. Applicants for a new street name will be advised to refer to local historians/ historical groups to assist in providing suitable proposals. Councillor

What is the likely impact (indicate if the policy impact is positive or negative) on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? What is the level of impact? major/minor/none (See Appendix A for definitions)

<table>
<tr><th>Section 75 category</th><th>Details of needs/experiences/priorities</th></tr>
<tr><td>Religious belief</td><td>63.77% of the population in Mid Ulster were brought up in the Catholic religion and 33.46% belong or were brought up in a Protestant and Other Christian (including Christian related) religion. Other religions comprised 690 (0.5%) and None 3,153 (2.28%) of the population (Source: 2011 Census).
<table>
<tr><th>Religion or Religion brought up in</th><th>No.</th><th>%</th></tr>
<tr><td>Catholic</td><td>88,375</td><td>63.77</td></tr>
<tr><td>Protestant and Other Christian (including Christian related)</td><td>46,372</td><td>33.46</td></tr>
<tr><td>Other religions</td><td>690</td><td>0.5</td></tr>
<tr><td>None</td><td>3,153</td><td>2.28</td></tr>
<tr><td>Total</td><td>138,590</td><td>100</td></tr>
</table></td></tr>
<tr><td>Political opinion</td><td>Political party representation can be used as an approximate barometer of political opinion of people within Mid Ulster council area. The table below shows the results from the May 2019 local government/council elections - percentage 1st preference vote share for each political party and current representation (seats) on Council. (Source: Electoral Office).
<table>
<tr><th>Party</th><th>Votes</th><th>Percentage</th><th>Council Seats</th></tr>
<tr><td>SF</td><td>23,553</td><td>39.8%</td><td>17</td></tr>
<tr><td>DUP</td><td>13,700</td><td>23.2%</td><td>9</td></tr>
<tr><td>SDLP</td><td>8,512</td><td>14.4%</td><td>5</td></tr>
</table></td></tr>
</table>

UUP	8,021	13.6%	6
Independent	3,422	5.8%	2
Aontu*	846	1.4%	1
Alliance	729	1.2%	
TUV	230	0.4%	
Workers' Party	95	0.2%	

***A councillor who was elected as a representative of the SDLP resigned from that party and aligned with Aontu shortly after the 2019 local government elections**

Racial group

According to the 2011 Census the overwhelming majority of the population 136,485 (98.48%) were classified as 'white'. Within this total will be migrant communities, such as Polish, Lithuanian and so forth. Statistics indicate that the number of people in Mid Ulster Local Government District (LGD) born outside Northern Ireland is:

The minority ethnic language profile within the area can serve as a possible indicator of the Black & Minority Ethnic (BME) community profile within the district. The composition of language groups in Mid Ulster LGD area is also noted from the 2011 census by NISRA as:

Place of Birth	**No.**
Great Britain	4,053
Republic of Ireland	2,250
EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)	6,795
Other	2,280

Main Languages of residents in Mid Ulster Council area	**No.**
English	125,715
Polish	2,008

Lithuanian	2,039
Portuguese	903
Irish (Gaelic)	404
Slovak	477
Russian	297
Latvia	261
Hungarian	117
Chinese	64
Tagalog/Filipino	38
Malaysian	33
Other	922

Age

The age profile of Mid Ulster Local Government District area as at 2015 (Source, NISRA)

	Mid Ulster	**Northern Ireland**
Total Population	144,002	1,851,621
0-15 years	33,123	385,200
16-39 years	47,646	583,116
40-64 years	43,621	591,481
65+ years	19,612	291,824
Population Change % (2005-2015)	15.3%	7.2%

Marital status

The below table sets out the martial status profile for Mid Ulster District Council area as extracted from results of the 2011 Census

	Mid Ulster	**Northern Ireland**
Single (never married or never registered a same sex civil partnership) (Aged 16+)	38,353 (35.97%)	517,393 (36.14%)

Married (Aged 16+)	54,192 (50.82%)	680,831 (47.56%)
In a registered same sex civil partnership (Aged 16+)	62 (0.06%)	1,243 (0.09%)
Separated (but is still legally married or still legally in a same sex civil partnership) (Aged 16+)	3,369 (3.16%)	56,911 (3.98%)
Divorced or formerly in a same sex civil partnership which is now legally dissolved (Aged 16+)	4,139 (3.88%)	78,074 (5.45%)
Widowed or surviving partner from a same sex civil partnership (Aged 16+)	6,523 (6.12%)	97,088 (6.78%)

Sexual orientation

No specific statistics are available from the 2011 government census for this Category and there are therefore no official statistics available in relation to persons of different sexual orientation. However, the Integrated Household Survey would include between 3% and 4% would be either gay, lesbian and/or bisexual. However, due to the nature of 'disclosure' in this area, umbrella organisations often state that the figure may be closer to 10%.

Research also conducted by the HM Treasury shows that between 5%-7% of the UK population identify themselves as gay, lesbian, bisexual or 'trans' (transsexual, transgender and transvestite) (LGBT).

Region	Heterosexual/ Straight	Gay/ Lesbian	Bisexual	Gay/ Lesbian/ Bisexual	Other	Don't know /refuse	No response
England	92.54%	1.10%	0.51%	1.61%	0.33%	4.07%	1.45%
Wales	93.93%	1.04%	0.48%	1.52%	0.45%	2.99%	1.11%
Scotland	94.65%	0.82%	0.33%	1.14%	0.26%	2.59%	1.37%
N Ireland	**93.00%**	**0.64%**	**0.96%**	**1.60%**	**0.26%**	**3.98%**	**1.17%**
Total	92.80%	1.06%	0.51%	1.57%	0.32%	3.89%	1.42%

Men and women

The gender profile of Mid Ulster LGD is detailed in the table below.

generally

	Mid Ulster	Northern Ireland
Male	69,362 (50.05%)	887,323 (49.00%)
Female	69,228 (49.95%)	923,540 (51.00%)

Disability

According to the 2011 NISRA census statistics 19.39% of people had a long-term health problem or disability that limited their day-to-day activities whilst 80.43% of people within the district stated their general health was either good or very good

In Northern Ireland the profile of persons with a disability has been reported by Disability Action as:

More than 1 in 5 or 21% of the population have a disability
1 in 7 people have some form of hearing loss
5,000 persons use sign language - British Sign Language and/or Irish Sign Language
There are 57,000 blind persons or persons with significant impairment
52,000 persons with learning difficulties.

	Mid Ulster	Northern Ireland
Disability / long term health problem	26,870 (19.39%)	374,646 (20.69%)
No disability / long term health problem	111,720 (80.61%)	1,436,217 (79.31%)

Dependants

Persons with dependents may be people who have personal responsibility for the care of a child (or children), a person with a disability, and/ or a dependent older person. The below table provides a summary with respect Mid Ulster LGD.

Of the households in Mid Ulster Local Government District with dependent children, they can be summarised as:

- 7,407 families in households have 1 dependent child
- 6,394 families in households with two dependent children
- 5,014 families in households with three dependent children

There are 37,306 dependent children within families.

	Mid Ulster	Northern Ireland
Households with dependent children	18,626 (38.99%)	238,094 (33.86%)
Lone parent households with dependents	3,485 (7.30%)	63,921 (9.09%)
People providing unpaid care	12,821 (10.69%)	231,980 (11.82%)

Section 75 category	Details of policy impact	Level of impact? minor/major/none
Religious belief	No adverse impact anticipated	None
Political opinion	No adverse impact anticipated	None
Racial group	No adverse impact anticipated	None
Age	No adverse impact anticipated	None
Marital status	No adverse impact anticipated	None
Sexual orientation	No adverse impact anticipated	None
Men and women generally	No adverse impact anticipated	None
Disability	No adverse impact anticipated	None
Dependents	No adverse impact anticipated	None

3. Good Relations

Are there opportunities without prejudice, to the equality of opportunity duty, to better promote good relations between Section 75 equality categories, through tackling prejudice and/or promoting understanding? (Yes/No)

If yes please provide details of the opportunities below:

Yes	
No	X
If yes, please detail the opportunities:	

Please note that when it is identified that opportunities to better promote good relations between Section 75 equality categories, the policy/ decision/ progamme will be referred to the Good Relations Working Group. The Working Group will then assess if and how the overall impact of a decision/policy can better promote good relations.

4. Multiple Identities

Provide details of data on the impact of the policy with multiple identities

Specify relevant Section 75 categories concerned.

N/A

Section 3- Screening Decision

On the basis of the answers to the screening questions, I recommend that this policy/ decision/ programme is – (*place an X in the appropriate box below)

☐ ***Screened In – Necessary to conduct a full EQIA**

☒ ***Screened Out – No EQIA necessary (no impacts)** **Provide a brief note here to explain how this decision was reached:** This policy is based upon legislation. Also, this policy requires a 100% of street residents to be in favor of a name change to their street. This process acts as a

safeguard against naming not being reflective of residents of the locality. Finally, if a street name change is not approved it shall can be considered for change within 6 months from the date of the decision.

☐ *** Screened Out - Mitigating Actions (minor impacts)**

Provide a brief note here to explain how this decision was reached:

Explain what mitigating actions and / or policy changes will now be introduced:

This policy is based upon legislation

Appendix A

If the Council's conclusion is **none** in respect of all of the Section 75 equality of opportunity categories, then the Council may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity, the Council should give details of the reasons for the decision taken.

If the Council's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the Council's conclusion is **minor** in respect of one or more of the Section 75 equality categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity.

In favour of a 'major' impact

a) The policy is significant in terms of its strategic importance;
b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are

complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;

c) Potential equality impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;

d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;

e) The policy is likely to be challenged by way of judicial review;

f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;

b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;

c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;

d) By amending the policy there are better opportunities to better promote equality of opportunity.

In favour of none

a) The policy has no relevance to equality of opportunity.

Appendix B

Timetabling and prioritising

If the policy has been screened in for equality impact assessment, please answer the below to determine its priority for timetabling the equality impact assessment.

- **On a scale of 1-3 (1 being lowest priority and 3 being highest), assess the policy in terms of its priority for equality impact assessment**.

Priority criterion	**Rating (1-3)**
Effect on equality of opportunity	
Social need	
Effect on people's daily lives	
Relevance to a Council's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the Council in timetabling. Details of the Council's Equality Impact Assessment Timetable should be included in the Screening Reports.

Is the policy affected by timetables established by other relevant public authorities? **Yes – Access to Electoral Office is required to obtain list of occupiers on any given street that may be eligible to vote for street renaming.**

Rural Needs Impact Assessment (RNIA)

SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority.

Mid Ulster District Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

Revising a Policy to facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government Street Naming Requirements throughout the District (i.e., both in rural and urban areas)

1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy	☐	Strategy	☐	Plan	☐
Adopting a	Policy	☐	Strategy	☐	Plan	☐
Implementing a	Policy	☐	Strategy	☐	Plan	☐
Revising a	Policy	√	Strategy	☐	Plan	☐
Designing a Public Service		☐				
Delivering a Public Service		☐				

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

Policy on Street Naming and Numbering

1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

To ensure the naming of New Streets and Housing Developments are delivered in a fair, equitable and consistent manner and identifying the mechanism and process by which Mid Ulster District Council will undertake to achieve same. The Policy will also provide residents with a process whereby they may request the renaming of their street.

1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition).	√
Other Definition (Provide details and the rationale below).	
A definition of 'rural' is not applicable.	

Details of alternative definition of 'rural' used.

N/A

Rationale for using alternative definition of 'rural'.

N/A

Reasons why a definition of 'rural' is not applicable.

N/A

SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes [√] No [ ] If the response is **NO** GO TO Section **2E**.

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

This policy has been written to facilitate Mid Ulster Council in relation to its statutory role under Local Government (Miscellaneous Provisions) (NI) Order 1995. This order provides for street naming, street numbering and provision of street signs.

Having the correct street name, street number and street signs is considered to be a positive impact in rural areas as rural properties would be readily identifiable in relation to receiving deliveries, blue lights services and other services such as electricity, broadband etc.

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas *differently* from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

No differences identified between likely impacts between people in rural areas from people in urban areas.

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.

Rural Businesses	√
Rural Tourism	√
Rural Housing	√
Jobs or Employment in Rural Areas	
Education or Training in Rural Areas	
Broadband or Mobile Communications in Rural Areas	√
Transport Services or Infrastructure in Rural Areas	
Health or Social Care Services in Rural Areas	√
Poverty in Rural Areas	
Deprivation in Rural Areas	
Rural Crime or Community Safety	√
Rural Development	
Agri-Environment	
Other (Please state)	N/A

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

N/A

SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?

Yes [√] No [ ] If the response is **NO** GO TO Section **3E**.

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

Consultation with Rural Stakeholders	[ ]	Published Statistics	[ ]
Consultation with Other Organisations	[ ]	Research Papers	[ ]
Surveys or Questionnaires	[√]	Other Publications	[ ]
Other Methods or Information Sources (include details in Question 3C below).			[ ]

3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.

A social need survey had been carried out within the last 3 years (November 2018) regarding the renaming of an existing street name in a rural area. The following procedure was used for this survey:

1. Upon receipt of the 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 considered a survey of the street/road in relation to the desired name change and reason for same. The proposed name met the criteria set down in this policy for the naming of New Streets and approval to undertake the survey was sought and given from the Environment Committee.
2. The Council surveyed, by post, 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 the street/road affected at that time; seeking their views on the request to change the name. The survey was carried out by the Council's Building Control service.
3. Replies were by way of a supplied self-addressed envelope and 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 was considered.
4. The outcome of the survey was presented to the Environment Committee and only where all occupiers (100 %) in the affected street agree with the proposed name change, would a recommendation be presented to approve the change. On this occasion, 100% of all occupiers did not agree, therefore this resulted in no change to the existing street name.

A request for another survey has also been received in November 2020. However, due to the Covid pandemic, this survey is currently on hold.

3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?

This survey identified a social need which is to facilitate a process whereby a resident can request the renaming of their street. This social need however would not be considered different from that of a person in an urban area.

No relevant economic needs identified from this survey

If the response to Section 3A was YES GO TO Section 4A.

3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?

N/A

SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

In relation to social needs, no specific issues identified. Legislative provisions are currently in place to provide statutory guidance/requirements in relation to the implementation of the policy and does not differentiate between either Rural or Urban areas. This Legislation is:

- Local Government (Miscellaneous Provisions) (NI) Order 1995

It would be considered a positive benefit for rural businesses and rural residents to have an identifiable postal address for their premises for ease in receiving deliveries and services which may assist with economic needs. However, this is positive benefit would have a similar affect for urban businesses and urban residents, therefore of no relevant difference in relation to economic needs.

SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes ☐ **No** ☑ **If the response is NO GO TO Section 5C.**

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

N/A

If the response to Section 5A was YES GO TO Section 6A.

5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.

No specific rural need identified that would differ from that of an urban need under this policy. Legislative provisions are currently in place to provide statutory guidance/requirements in relation to the implementation of the policy and does not differentiate between either Rural or Urban areas. This Legislation is:

- Local Government (Miscellaneous Provisions) (NI) Order 1995

SECTION 6 - Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained and relevant information compiled. √

Rural Needs Impact Assessment undertaken by:	P.J. Fox
Position/Grade:	Principal Building Control Officer
Division/Branch	Department of Public Health & Infrastructure
Signature:	
Date:	27/04/2021
Rural Needs Impact Assessment approved by:	W Wilkinson
Position/Grade:	Head of Building Control
Division/Branch:	Directorate of Public Health & Infrastructure
Signature:	W. Wilkinson
Date:	27/04/2021

Report on	Review of Policy on Dual Language Nameplate Signage
Date of Meeting	11th May 2021
Reporting Officer	William Wilkinson

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

1.0	**Purpose of Report**
1.1	To advise Members on the review of the Policy on Dual Language Nameplate Signage.
2.0	**Background**
2.1	The Dual Language Nameplate Signage Policy has been in place since March 2019. Previous to March 2019, the Street Naming and Dual Language Signage Policy was in place from March 2017 to March 2019.
2.2	The policies as adopted have formed the basis for processing all requests for dual language nameplate signage since their introduction in March 2017.
2.3	A report on the Review of the Dual Language Nameplate Signage was considered by the Environment Committee on 9th March 2021 with a number of issues highlighted for consideration by the Members.
3.0	**Main Report**
3.1	As a result of consideration by Members, in relation to the review of the Dual Language Signage Policy, the Policy as attached (see Appendix 1) will form the basis for processing all Dual Language Nameplate Signage requests which are received by Mid Ulster District Council when approved.
3.2	It should be noted in Paragraph 10.1 of the Policy that the Monitoring and Review Arrangements has been amended in line with updated Council Policy and a formal review of the Policy will be undertaken 4 years from date of approval.
3.3	In relation to the legal opinion which was requested regarding the positioning of a second language on signage. It has been noted by the Council Solicitor that Council has the discretion under the legislation to erect the signage 'in such a manner as the Council thinks fit' to do so.
3.4	In accordance with the Council's Equality Scheme the reviewed Policy has screened for "Equality and Good Relations" – see Appendix 2.

3.5	In addition a “Rural Needs Impact Assessment – RNIA” has been carried out in accordance with the Councils requirement to ensure compliance with “Rural Needs Act (NI) 2016” – see Appendix 3.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: As detailed above – see Appendix 2. As a result of Equality & Good Relations Screening, a minor Good Relation mitigation has been identified. The screening recommends that this is considered via the Council’s Good Relations Working Group.
	Rural Needs Implications: As detailed above – see Appendix 3.
5.0	**Recommendation(s)**
5.1	That members note the content of this report and approve the “Policy on Dual Language Nameplate Signage” as reviewed – see Appendix 1.
6.0	**Documents Attached & References**
6.1	Appendix 1 – Policy on Dual Language Nameplate Signage
6.2	Appendix 2 – Equality and Good Relations screening report on Policy
6.3	Appendix 3 – Rural Needs Impact Assessment on Policy

Appendix 1

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

Policy on Dual Language Nameplate Signage

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

CONTENTS PAGE

Paragraph	Description	Page Number
1.0	Introduction	
2.0	Policy Aim & Objectives	
3.0	Policy Scope	
4.0	Linkage to Corporate Plan	
5.0	Dual Language Signage Nameplates	
6.0	Roles & Responsibilities	
7.0	Impact Assessment • Equality Screening & Impact • Staff & Financial Resources	
8.0	Support & Advice	
9.0	Communication	
10.0	Monitoring & Review Arrangements	

Appendices	Description	Page Number
A	Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995	
B	Dual Language Signage Nameplates: *Procedure*	
C	Name Plate Layout	
D	Accessiblity Statement	
E	Sample of correspondance	

1.0 Introduction

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

(i) Erection of dual language Street signage

2.0 Policy Aim & Objectives

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

2.2 **Policy Objectives:**

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

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

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

3.0 Policy Scope and Legislative Framework

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

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

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

- Nameplate - defined as a means of ‘signifying a name in writing’

- Street - defined as ‘any road, square, court, alley, passage or lane’.

4.0 Linkage to Corporate Plan

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

5.0 Dual Language Signage Nameplates

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

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

5.3 Criteria - General

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

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

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

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

4. The naming of the street in a language other than English does not authorise or require its use as, or part of, the address of any person or the description of the land for the purpose of any statutory provision; e.g., Building Control applications.

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

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

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

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

6.0 Roles and Responsibilities

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

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

7.0 IMPACT ASSESSMENTS

7.1 **Equality Screening & Impact**

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

7.2 Rural Needs Impact

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

7.3 **Staff & Financial Resources**

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

8.0 Support and Advice

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

9.0 Communication

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

10.0 Monitoring and Review Arrangements

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

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

(10) In this Article—

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

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

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

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

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

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

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

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

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

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

Appendix B
Dual Language Signage Nameplates: *Procedure*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Appendix C
Name Plate Layout

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

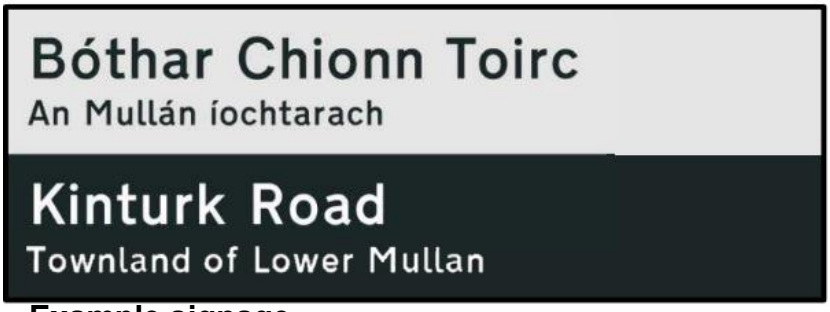
Mono-Lingual New Road / Street Signage

Example signage

Specification

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

Dual Language Street Signage



Example signage

Specification

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

Appendix D- Accessibility Statement

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

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

19 February 2019

Our Ref:- «Ref»

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

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

Dear Sir/Madam

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

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

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

Our records would indicate that you meet the above criteria.

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

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

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

Tel: 03000 132 132 (Ext 22208)

Email: willie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson

W Wilkinson
Head of Building Control

Enc

Cookstown Office
Burn Road
Cookstown
BT80 8DT

Dungannon Office
Circular Road
Dungannon
BT71 6DT

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

Telephone 03000 132 132

info@midulstercouncil.org
www.midulstercouncil.org

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

19 February 2019

Our Ref:- MUDL0078

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

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

Dear Sir/Madam

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

Thank you for your time completing this survey.

Yours faithfully

W Wilkinson

W Wilkinson
Head of Building Control

Options

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

   ☐

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

   ☐

   Print Name: _____

   Address: _____

   Signature: _____

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

☐

Appendix 3

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Equality & Good Relations

Screening Report

Mid Ulster District Council - Equality Screening Template

Council has a statutory duty to screen all policies. Please note a policy can be written or unwritten, formal or informal. This includes our strategies, plans, policies, legislative developments; and new ways of working such as – the introduction, change or end of an existing service, grant funding arrangement or facility. Please note a policy can be written or unwritten, formal or informal. This screening template is designed to help all departments consider the likely equality and good relations impacts of their proposed decisions on different groups of customers, service users, staff and visitors.

Before carrying out an equality screening exercise it is important that you have received the necessary training. To find out about the training contact ann.mcaleer@midulstercouncil.org

The screening template has 4 sections to complete. These are:

Section 1 – Policy scoping

Asks you to provide details about the policy/decision that is being screened.

Section 2 – Screening questions

These are key questions that require you to outline the likely impacts on equality groups, and all supporting evidence. Please provide details of groups consulted with.

Section 3 –Screening decision

This is a formal record of the screening decision. i.e. is a need to carry out an equality impact assessment (EQIA), or introduce measures to mitigate the likely impact, or the introduction of an alternative policy to better promote equality of opportunity.

Section 4 – Monitoring

This provides guidance to the Council on monitoring for adverse impact and broader monitoring.

Section 1- Scoping

Details about the policy / decision to be screened

Title of policy / decision / programme to be screened: -
Dual Language and Nameplate Signage Policy

Is this an existing, revised or new policy/ decision / programme? :-
This is an existing policy.

What is it trying to achieve? (aims/outcomes)
The primary purpose of this policy is: • To ensure that requests for the erection of dual language signage are delivered in in a fair, equitable and consistent manner. • To lay out and facilitate a process whereby residents may request that their street be named in any other language other than English

What others policies with a bearing on this policy/ decision/programme?

Policy Title	**Policy Owners**
Local Government (Miscellaneous Provisions) (NI) Order 1995	NI Assembly
Irish Language Policy	Mid Ulster District Council
Ulster Scots Policy	Mid Ulster District Council
Street Naming and Numbering Policy	Mid Ulster District Council

Accessible Communication Policy	Mid Ulster District Council

Are there any financial or legislative factors which could contribute to/ detract from intended aim/ outcome of the policy?	
Financial	The pace of implementation will be determined by the financial allocation of the relevant Council Department.
Legislative	Legislative provisions are currently in place to provide statutory guidance/requirements in relation to the implementation of the policy
Other	N/A

Section 2- Screening Questions

1. Outline any consultation process achieved or planned in relation to the implementation of this policy/ decision/ programme:

Consultation on this policy review was carried out internally via Council's Environment Committee. The final policy will be presented to Full Council for ratification.

2. Available evidence

What evidence / information (both qualitative and quantitative) have you gathered to inform this policy/decision/programme? Set out all evidence below to help inform your screening assessment.

Please note: It is important to record information gathered from a variety of sources such as:

- Monitoring information
- Complaints
- Research /surveys
- Consultation exercise
- other public authorities

During the period April 2019-April 2021, 223 applications for dual language have been received and processed. 203 (91%) of these applications resulted in dual language signage being erected with 20 (9%) resulting in signage remaining in English only. All the dual language signs erected were for English & Irish. A recent application request has been received for dual language in Tetum (the language of East Timor).

What is the likely impact (indicate if the policy impact is positive or negative) on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? What is the level of impact? major/minor/none (See Appendix A for definitions)

<table>
<tr><th>Section 75 category</th><th>Details of needs/experiences/priorities</th></tr>
<tr><td>Religious belief</td><td>63.77% of the population in Mid Ulster were brought up in the Catholic religion and 33.46% belong or were brought up in a Protestant and Other Christian (including Christian related) religion. Other religions comprised 690 (0.5%) and None 3,153 (2.28%) of the population (Source: 2011 Census).
<table>
<tr><th>Religion or Religion brought up in</th><th>No.</th><th>%</th></tr>
<tr><td>Catholic</td><td>88,375</td><td>63.77</td></tr>
<tr><td>Protestant and Other Christian (including Christian related)</td><td>46,372</td><td>33.46</td></tr>
<tr><td>Other religions</td><td>690</td><td>0.5</td></tr>
<tr><td>None</td><td>3,153</td><td>2.28</td></tr>
<tr><td>Total</td><td>138,590</td><td>100</td></tr>
</table></td></tr>
<tr><td>Political opinion</td><td>Political party representation can be used as an approximate barometer of political opinion of people within Mid Ulster council area. The table below shows the results from the May 2019 local government/council elections -</td></tr>
</table>

percentage 1st preference vote share for each political party and current representation (seats) on Council. (Source: Electoral Office).

Party	Votes	Percentage	Council Seats
SF	23,553	39.8%	17
DUP	13,700	23.2%	9
SDLP	8,512	14.4%	5
UUP	8,021	13.6%	6
Independent	3,422	5.8%	2
Aontu*	846	1.4%	1
Alliance	729	1.2%	
TUV	230	0.4%	
Workers' Party	95	0.2%	

***A councillor who was elected as a representative of the SDLP resigned from that party and aligned with Aontu shortly after the 2019 local government elections**

Racial group

According to the 2011 Census the overwhelming majority of the population 136,485 (98.48%) were classified as 'white'. Within this total will be migrant communities, such as Polish, Lithuanian and so forth. Statistics indicate that the number of people in Mid Ulster Local Government District (LGD) born outside Northern Ireland is:

The minority ethnic language profile within the area can serve as a possible indicator of the Black & Minority Ethnic (BME) community profile within the district. The composition of language groups in Mid Ulster LGD area is also noted from the 2011 census by NISRA as:

Place of Birth	No.
Great Britain	4,053
Republic of Ireland	2,250

EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)	6,795
Other	2,280

Main Languages of residents in Mid Ulster Council area	**No.**
English	125,715
Polish	2,008
Lithuanian	2,039
Portuguese	903
Irish (Gaelic)	404
Slovak	477
Russian	297
Latvia	261
Hungarian	117
Chinese	64
Tagalog/Filipino	38
Malaysian	33
Other	922

Age

The age profile of Mid Ulster Local Government District area as at 2015 (Source, NISRA)

	Mid Ulster	**Northern Ireland**
Total Population	144,002	1,851,621
0-15 years	33,123	385,200
16-39 years	47,646	583,116
40-64 years	43,621	591,481
65+ years	19,612	291,824
Population Change % (2005-2015)	15.3%	7.2%

Marital status

The below table sets out the martial status profile for Mid Ulster District Council area as extracted from results of the 2011 Census

	Mid Ulster	**Northern Ireland**
Single (never married or never registered a same sex civil partnership) (Aged 16+)	38,353 (35.97%)	517,393 (36.14%)
Married (Aged 16+)	54,192 (50.82%)	680,831 (47.56%)
In a registered same sex civil partnership (Aged 16+)	62 (0.06%)	1,243 (0.09%)
Separated (but is still legally married or still legally in a same sex civil partnership) (Aged 16+)	3,369 (3.16%)	56,911 (3.98%)
Divorced or formerly in a same sex civil partnership which is now legally dissolved (Aged 16+)	4,139 (3.88%)	78,074 (5.45%)
Widowed or surviving partner from a same sex civil partnership (Aged 16+)	6,523 (6.12%)	97,088 (6.78%)

Sexual orientation

No specific statistics are available from the 2011 government census for this Category and there are therefore no official statistics available in relation to persons of different sexual orientation. However, the Integrated Household Survey would include between 3% and 4% would be either gay, lesbian and/or bisexual. However, due to the nature of 'disclosure' in this area, umbrella organisations often state that the figure may be closer to 10%.

Research also conducted by the HM Treasury shows that between 5%-7% of the UK population identify themselves as gay, lesbian, bisexual or 'trans' (transsexual, transgender and transvestite) (LGBT).

Region	Heterosexual/ Straight	Gay/ Lesbian	Bisexual	Gay/ Lesbian/ Bisexual	Other	Don't know /refuse	No response
England	92.54%	1.10%	0.51%	1.61%	0.33%	4.07%	1.45%
Wales	93.93%	1.04%	0.48%	1.52%	0.45%	2.99%	1.11%

Scotland	94.65%	0.82%	0.33%	1.14%	0.26%	2.59%	1.37%
N Ireland	**93.00%**	**0.64%**	**0.96%**	**1.60%**	**0.26%**	**3.98%**	**1.17%**
Total	92.80%	1.06%	0.51%	1.57%	0.32%	3.89%	1.42%

Men and women generally

The gender profile of Mid Ulster LGD is detailed in the table below.

	Mid Ulster	**Northern Ireland**
Male	69,362 (50.05%)	887,323 (49.00%)
Female	69,228 (49.95%)	923,540 (51.00%)

Disability

According to the 2011 NISRA census statistics 19.39% of people had a long-term health problem or disability that limited their day-to-day activities whilst 80.43% of people within the district stated their general health was either good or very good

In Northern Ireland the profile of persons with a disability has been reported by Disability Action as:

More than 1 in 5 or 21% of the population have a disability
1 in 7 people have some form of hearing loss
5,000 persons use sign language - British Sign Language and/or Irish Sign Language
There are 57,000 blind persons or persons with significant impairment
52,000 persons with learning difficulties.

	Mid Ulster	**Northern Ireland**
Disability / long term health problem	26,870 (19.39%)	374,646 (20.69%)
No disability / long term health problem	111,720 (80.61%)	1,436,217 (79.31%)

Dependants

Persons with dependents may be people who have personal responsibility for the care of a child (or children), a person with a disability, and/ or a

dependent older person. The below table provides a summary with respect Mid Ulster LGD.

Of the households in Mid Ulster Local Government District with dependent children, they can be summarised as:

- 7,407 families in households have 1 dependent child
- 6,394 families in households with two dependent children
- 5,014 families in households with three dependent children

There are 37,306 dependent children within families.

	Mid Ulster	**Northern Ireland**
Households with dependent children	18,626 (38.99%)	238,094 (33.86%)
Lone parent households with dependents	3,485 (7.30%)	63,921 (9.09%)
People providing unpaid care	12,821 (10.69%)	231,980 (11.82%)

Section 75 category	**Details of policy impact**	**Level of impact? minor/major/none**
Religious belief	While language is not itself a section 75 category. However by proxy people of different religious belief have the potential to benefit from the opportunity afforded under the aspect of the policy related to dual language street signage. In terms of equality of opportunity, any potential positive impact of this policy for people of any specific religious belief does not	Minor

	automatically create an adverse negative impact on people with other religious beliefs.	
Political opinion	While language is not itself a section 75 category. However by proxy people of different political opinion have potential to benefit from the opportunity afforded under the aspect of the policy related to dual language street signage. In terms of equality of opportunity, any potential positive impact of this policy for people of any specific political opinion does not automatically create an adverse negative impact on people with other political opinions.	Minor
Racial group	While language is not itself a section 75 category. However by proxy people of different political opinion have potential to benefit from the opportunity afforded under the aspect of the policy related to dual language street signage. In terms of equality of opportunity, any potential positive impact of this policy for people of any specific political opinion does not automatically create an adverse negative impact on people with other political opinions.	Minor
Age	No adverse impact anticipated	None
Marital status	No adverse impact anticipated	None
Sexual orientation	No adverse impact anticipated	None
Men and women generally	No adverse impact anticipated	None
Disability	No adverse impact anticipated	None

Dependents	No adverse impact anticipated	None

3. Good Relations

Are there opportunities without prejudice, to the equality of opportunity duty, to better promote good relations between Section 75 equality categories, through tackling prejudice and/or promoting understanding? (Yes/No)

If yes please provide details of the opportunities below:

Yes	X
No	
If yes, please detail the opportunities:	While this policy is an outworking of the Misc Order of 1995, the use of the policy to introduce Irish Language signage has led to the opportunity duty, to better promote good relations between Section 75 equality categories, through tackling prejudice and/or promoting understanding. This is evident by the number of Irish language signs that has been defaced and damaged.

Please note that when it is identified that opportunities to better promote good relations between Section 75 equality categories, the policy/ decision/ progamme will be referred to the Good Relations Working Group. The Working Group will then assess if and how the overall impact of a decision/policy can better promote good relations.

4. Multiple Identities

Provide details of data on the impact of the policy with multiple identities

Specify relevant Section 75 categories concerned.

N/A

Section 3- Screening Decision

On the basis of the answers to the screening questions, I recommend that this policy/ decision/ programme is – (*place an X in the appropriate box below)

☐ ***Screened In – Necessary to conduct a full EQIA**

☐ ***Screened Out – No EQIA necessary (no impacts)**
Provide a brief note here to explain how this decision was reached:

☒ ***** **Screened Out - Mitigating Actions (minor impacts)**

Provide a brief note here to explain how this decision was reached:

Explain what mitigating actions and / or policy changes will now be introduced:

The Department responsible for Community Development within the Council have been contacted and made aware of the existence of this policy so they can perhaps inform Ethnic Community Groups/ Representatives of the potential benefits of same.

Appendix A

If the Council's conclusion is **none** in respect of all of the Section 75 equality of opportunity categories, then the Council may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity, the Council should give details of the reasons for the decision taken.

If the Council's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the Council's conclusion is **minor** in respect of one or more of the Section 75 equality categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or

- the introduction of an alternative policy to better promote equality of opportunity.

In favour of a 'major' impact

a) The policy is significant in terms of its strategic importance;

b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;

c) Potential equality impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;

d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;

e) The policy is likely to be challenged by way of judicial review;

f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;

b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;

c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;

d) By amending the policy there are better opportunities to better promote equality of opportunity.

In favour of none

a) The policy has no relevance to equality of opportunity.

Appendix B

Timetabling and prioritising

If the policy has been screened in for equality impact assessment, please answer the below to determine its priority for timetabling the equality impact assessment.

- **On a scale of 1-3 (1 being lowest priority and 3 being highest), assess the policy in terms of its priority for equality impact assessment**.

Priority criterion	**Rating (1-3)**
Effect on equality of opportunity	
Social need	
Effect on people's daily lives	
Relevance to a Council's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the Council in timetabling. Details of the Council's Equality Impact Assessment Timetable should be included in the Screening Reports.

Is the policy affected by timetables established by other relevant public authorities? **Yes**

Access to Electoral Office is required to obtain list of occupiers on any given street that may be eligible to vote for dual language.

Rural Needs Impact Assessment (RNIA)

SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority.

Mid Ulster District Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

The development of a Policy to facilitate Mid Ulster District Council in meeting its statutory obligations with regard to local government (Dual Language) Street Signage Requirements.

1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy	☐	Strategy	☐	Plan	☐
Adopting a	Policy	☐	Strategy	☐	Plan	☐
Implementing a	Policy	☐	Strategy	☐	Plan	☐
Revising a	Policy	√	Strategy	☐	Plan	☐
Designing a Public Service		☐				
Delivering a Public Service		☐				

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

Policy on Dual Language & Nameplate Signage

1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

To facilitate a process that considers requests from residents to have their street sign displayed in their chosen language as well as in English in a consistent manner and identifying the mechanisms and processes by which Mid Ulster District Council will undertake to administer same.

1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition).	√
Other Definition (Provide details and the rationale below).	
A definition of 'rural' is not applicable.	

Details of alternative definition of 'rural' used.

N/A

Rationale for using alternative definition of 'rural'.

N/A

Reasons why a definition of 'rural' is not applicable.

N/A

SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes ☐ No ☑ If the response is **NO** GO TO Section **2E**.

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

N/A

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas *differently* from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

N/A

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.

Rural Businesses	☐
Rural Tourism	☐
Rural Housing	☐
Jobs or Employment in Rural Areas	☐
Education or Training in Rural Areas	☐
Broadband or Mobile Communications in Rural Areas	☐
Transport Services or Infrastructure in Rural Areas	☐
Health or Social Care Services in Rural Areas	☐
Poverty in Rural Areas	☐
Deprivation in Rural Areas	☐
Rural Crime or Community Safety	☐
Rural Development	☐
Agri-Environment	☐
Other (Please state)	N/A

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

Legislative provisions are currently in place to provide statutory guidance/requirements in relation to the implementation of the policy and does not differentiate between either Rural or Urban areas. This Legislation is:

- Local Government (Miscellaneous Provisions) (NI) Order 1995.

SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?

Yes [√] No [ ] If the response is **NO** GO TO Section **3E**.

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

Consultation with Rural Stakeholders	[ ]	Published Statistics	[ ]
Consultation with Other Organisations	[ ]	Research Papers	[ ]
Surveys or Questionnaires	[√]	Other Publications	[ ]
Other Methods or Information Sources (include details in Question 3C below).			[ ]

3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.

A total of 78 surveys have been carried out in rural areas in relation to Dual Language Signage. The following is the method used to obtain the relevant information:

1. A valid letter, signed by an occupier of the street must be made to Council to enable this matter to be considered.
2. The Environment Committee will be informed of requests which have been validated and are proceeding to survey. The Council will canvass, by post, each occupier within a household as listed on the Electoral Register; seeking their views on the request to erect a dual-language street nameplate. Each household will receive a letter accompanied by survey forms based on the number of occupiers listed on the Electoral Register. The requisite number of survey forms for individuals registered at that address will be forwarded to each household.
3. The occupiers will be advised of the date by which completed surveys must be returned. Incomplete or illegible survey returns will not be counted. Completed surveys must be returned in the self- addressed envelopes provided for that purpose. Only replies received by the specified date shall be considered.
4. For purposes of assessment where 51 % (rounded to nearest whole number) of occupiers that respond indicate that they are in favour of the erection of a dual language street nameplate, then the results of the survey will be forwarded to the Environment Committee for information confirming that the dual language nameplate will be erected.

Of the 81 surveys carried out, 68 have resulted in dual language signage being erected for these streets with 13 resulting in the street signage remaining in English only..

3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?

The surveys identified a social need which is to facilitate a process to accommodate requests from residents to have their street sign displayed in their chosen language as well as in English. 142 similar surveys were carried out in urban areas whereby the same social need was identified. Therefore no specific social need in rural areas identified.

No relevant economic needs identified in rural areas.

If the response to Section 3A was YES GO TO Section 4A.

3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?

N/A

SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

In relation to social needs, no relevant issues identified. Legislative provisions are currently in place to provide statutory guidance/requirements in relation to the implementation of the policy. This Legislation is:

- Local Government (Miscellaneous Provisions) (NI) Order 1995.

No relevant issues regarding economic needs identified.

SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes ☐ **No** ☑ **If the response is NO GO TO Section 5C.**

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

N/A

If the response to Section 5A was YES GO TO Section 6A.

5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.

No specific rural need identified that would differ from that of an urban need under this policy. Legislative provisions are currently in place to provide statutory guidance/requirements in relation to the implementation of the policy and does not differentiate between either Rural or Urban areas. This Legislation is:

- Local Government (Miscellaneous Provisions) (NI) Order 1995

SECTION 6 - Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained and relevant information compiled. √

Rural Needs Impact Assessment undertaken by:	P.J. Fox
Position/Grade:	Principal Building Control Officer
Division/Branch	Department of Public Health & Infrastructure
Signature:	
Date:	27/04/2021
Rural Needs Impact Assessment approved by:	W Wilkinson
Position/Grade:	Head of Building Control
Division/Branch:	Directorate of Public Health & Infrastructure
Signature:	W. Wilkinson
Date:	27/04/2021

Report on	Bus Shelters Update
Date of Meeting	11th May 2021
Reporting Officer	Raymond Lowry

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

1.0	**Purpose of Report**
1.1	To update Members on the current bus shelter status.
2.0	**Background**
2.1	Council is empowered under the Local Government Miscellaneous Provisions (NI) Order 1985, with the consent of the department to erect and maintain on any road within the district of the council, shelters for the protection from the weather or persons waiting to enter public service vehicles. Bus shelters are erected following local representations. They are provided, particularly for those who 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 27th March 2020. Members are advised in a monthly report of progress made on the various applications that have been lodged with the department.
2.3	Due to the Covid-19 pandemic progress has been delayed with unavailability of staff and priority of workloads within the various departments involved in dealing with the shelter installation. MUDC / DfI Roads have met (through "Microsoft Teams") to discuss a selection of these projects and will continue to carry out similar meetings to progress shelter applications.
2.4	Members to note that an update workshop was held in January 2021 with elected members to review the existing Bus Shelter procedural guide / policy. This has now been presented to the March Committee/Council for approval and Tech Service will revisit all applications that had been put "On Hold".
3.0	**Main Report**
3.1	The following information headings will be covered: • New applications made in the past month (see 3.2) • Progress on stages 2-4 application process (see 3.3) • Request for Council to move from stage 5 (see 3.4) • Progress update on stages 6-9 (see 3.5) • Projects recommended for approval (see 3.6)

- Projects recommended for withdrawal (see 3.7)
- Shelters passed to Property Services for installation (3.8)
- Progress update on stages 10-11 (see 3.9)
- Update on statutory response times in relation to agreement on time related responses for application (see 3.10)
- Other issues (see 3.11)

3.2 **New Applications made in the past month** – 3Nr

- Coagh Road, Stewartstown.
- Annaghmore Road, Clonoe.
- Reenaderry Road, Reenaderry.

3.3 **Progress on stages 2-4 of the application process** – see table in Appendix 1.

3.4 **Requests for Council to move from stage 5 of the application process** – No applications to move to stage 5 of the application process this month.

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

The followings shelters that were "on hold" for community consultation until new procedural guide had been agreed have been revisited, with Neighbour notifications now re-issued and we await responses.

1. Main Street, Benburb
2. Tullyhogue village
3. St Colmans Park, Moortown
4. Cappagh village
5. Whitebridge, Ballygawley
6. Innishrush Village
7. Annaghnaboe Road, Clonoe
8. Bellaghy (2 no)
9. Knockloughrim Village
10. Meenagh Park, Coalisland
11. Eglish View, Ballinderry

3.6 **Projects noted below are recommended for approval** – No Applications are currently being recommended for approval.

3.7 **Projects noted below are recommended for** withdrawal – No applications are being recommended for withdrawal.

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	Shelter type to be installed
Main Street, Culnady	Approved	17/01/2021, Location confirmed on site 19/03/2021	Glazed
Washingbay Road, Moor Road, Clonoe	Approved	17/12/2020	Glazed
Brackaville, Coalisland	Approved	17/12/2020	Glazed
Stewartstown	Approved	21/10/2020, Location confirmed on site 19/03/2021	Glazed
Drumullan village	Replacement shelter with one side removed to allow safe access from existing footpath	21/10/2020	Metal
Moygashel Village	Approved	17/12/2020	Glazed

3.9

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

3.10

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	3	1	2
Education Authority	2	0	2
Dfl Roads	0	0	0
NIHE	1	0	1

3.11	**Translink,** **Responses Outstanding** 1. Mountjoy road, Brocagh 2.Tullyhogue village, Tullyhogue 3. Brough Road, Castledawson **Education Authority**, **Responses Outstanding** 1. Mountjoy Road, Brocagh 2. Brough Road, Castledawson **NIHE** **Responses Outstanding** 1. Innishrush Village • **Interagency Meeting;** Statutory update meeting held 19 March 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 20 April 2021. • Site meetings held with DFI roads and Translink for Tirkane road, Church Street, Cookstown on 08 April 2021. **Other issues:** Tirkane Road update, Site meeting held on 08 April 2021, with DFI Roads and Translink. 2nr potential sites have been identified at Tirkane road. User numbers to be refreshed before proceeding to Neighbour notification. This has been added to Appendix 1 for information.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Within budget for Technical Services and Property services to action provision / installation costs within their budget.
	Risk Management: Non-delivery will have adverse impact of users of public transport.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
5.0	**Recommendation(s)**
5.1	Members to note the content of the report on the progress made on bus shelters within the district.

6.0	Documents Attached & References
6.1	Appendix 1 – Progress table with comments
6.2	Appendix 2 – New Procedural guide

Appendix 1 **Bus Shelters Status Update**

Table 1 – Applications awaiting formal applcation to be submiited (0nr)				
No	**Location**	**Stage**	**Status / Comment**	**Progress status**
1	Reenaderry Rd, Reenaderry	2	New application requiring site visit for location	Reenaderry Rd, Reenaderry. Application to be signed at site meeting
Table 2 – New applications received since last Committee (3nr)				
1	Coagh Rd, Stewartstown	3	New application	Application form signed and progressing with letters to be sent toTranslink and EA to confirm user numbers
2	Annaghmore Rd, Clonoe	3	New application	Application form signed and progressing with letters to be sent toTranslink and EA to confirm user numbers
3	Reenaderry Rd, Reenaderry	2	New application	Site visit to be arranged to confirm location with applicant
Table 3 – STAGES 2-4, (4nr)				
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. Potential new application to be lodged by current applicant.
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. Reported up to 21 passengers use the stop. Reminder sent to Translink for user numbers
4	Tirkane Road, Maghera	2	Application Form returned .	Site visit 08 April, identified site for shelter. User numbers to be revisited by Translink
Table 4 – STAGES 5-8, (19 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. Reminder sent.
2	St Colmans Park, Moortown	6	Met applicant on site 9 October 2020, site agreed.	NIHE confirmed that they are the registered owner. Letter sent from applicant to Minister for comment on the requirement by NIHE to sell/ lease grounds. Confirmed land must be transferred by either lease or purchase, negotiations ongoing with applicant for potential alternative site.
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. Neighbour notification issued.
4	Whitebridge, Ballygawley	6	New request for shelter	Private Landowner identify. Site agreed with DFI Roads and EA. Neighbour notification issued.
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.Neighbour notification issued.

6	Church street , Cookstown	6	Site meeting held with applicant, user number requests issued toTranslink 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. Reminders sent. Site meeting 08 April confirmed site for shelter subject to approval.
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 reseident engagement these can progress. Neighbour notification re-issued.
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 reseident engagement these can progress. Neighbour notification re-issued.
10	Knockloughrim Village	8	Landowner unknown for proposed site. Further investigations underway to determine landowner.	Parks department have agreed loction within their site, Neighbour consultation, closed 20 October 2020. Nearest neighbour consultation returned, did not meet required criteria. Neighbour notification re-issued.
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. 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. Progamme 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 re-issued
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 progressed at this location. Discussion with DfI Roads held and community engagement close out formal process. Neighbour notification to be issued.
15	Main street, Benburb	6	Site meeting held with Cllr Molloy, user number requests issued toTranslink 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 and neighbour notification issued.
16	Annaghaboe Road/ Washingbay Road Junction, Clonoe - 2017/006	8	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 re- issued.

17	Goland Road/ Armaghlughey Road, Ballygawley - 2016/015	6	Site and user numbers confirmed .	Translink users confirmed, 10nr. Location to be agreed with DFI raods./ Translink. Neighbour notification issued.
18	Eglish View, Ballinderry	8	Landowner content with siting of shelter on open space, identified	User numbers confirmed. Neighbour notification re-issued.
19	Meenagh Prk, Coalisland	8	DFI roads/Translink approved location beside existing bus stop	User number confirmed. Neighbour notification re-issued.
Table 5– STAGE 9, (6NR),				
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 - Property services instructed to proceed with replacement shelter. Design input required for location to complete, narrower sides required.
2	Stewartstown	9	Translink to provide Clear Channel shelter at this location. Available budget for Translink causing delay.	DfI roads have agreed land ownership. This has been passed to Property Services for installation. Site visit held 12 February 2021 with Translink. Final location agreed and marked on site 19/03/2021 .
3	Credit Union, Moygashel	9	Site meeting between MUDC, Translink and Cllr Cuthbertson on 28-02-2020	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. Design input required for location to complete, narrower sides required.
4	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. 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.
5	Culnady Village	9	Site approved in centre of village, located on DFI Roads lands.	Site agreed on DFI Roads lands in centre of village. Shelter passed to Property services for installation. Final site location agreed and marked on site 19/03/2021
6	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. 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.

Table 6– Stage 10-11 - Bus Shelters Installed (6nr)				
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.
4	Thornhill Road, Pomeroy	9	Location opposite community Hall	Installed.
5	Killeenan Road/Camlough Road/ Loughdoo Road	9	Proposal to locate shelter in Kildress GAC.	Installed.
6	Glebe Court, Castlecaulfield	9	Relocation of existing shelter, land ownership to be confirmed for new site.	Installed.

Table 7 – Applications to be Withdrawn/ Re- visited (2Nr)				
No	**Location**	**Stage**	**Status / Comment**	**Progress status**
1	Coole Road	Revisit application following Jan meeting	Re-open application	discussion with Dfl 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	Withdrawn	Application withdrawn by applicant April Committee

Procedural Guide on the Provision of Bus Shelters

Comhairle Ceantair Lár Uladh
Mid Ulster District Council

1.0 Bus Shelters – Mid Ulster District Council

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

1.1 PROCEDURAL STATEMENT

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

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

1.2 CRITERIA FOR THE ERECTION OF A BUS SHELTER

1. Usage must be a minimum of 6 passengers over a period of a day and applications will be considered on a first come, first served basis, with Translink NI / Education Authority confirming this information. Less than 6 passengers will only be considered by a Council/DEA approval process.
2. The location must be at a recognised bus stop.
3. Following validation, the Council will canvass, by post, all property addresses within 50m frontage to the bus stop (25m either side) on the erection of the shelter, including the type of shelter.
4. At least 51% of the addresses surveyed must have no objections to the shelter.
   NOTE - for the purposes of assessment where 51% (rounded to the nearest whole number) of property addresses that respond indicate that they are not in favour of the erection of a shelter, then the results of the survey will be forwarded to the Environment Committee for information confirming that the shelter will not be approved or erected.)

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

1.3 DESIGN OF BUS SHELTER

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

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

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

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

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

1.4 REPLACEMENT OF BUS SHELTERS

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

1.5 PROVISION OF BUS SHELTERS – PROCESS

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

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

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

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

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

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

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

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

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

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

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

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

Stage 11: Report back to Council.

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Date
Our Ref: MUDC/TS/BS/

The Occupier
Address 1
Address 2
Postcode

Dear Sir/Madam,

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

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

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

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

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

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

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

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

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

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

Thank you for your time completing this survey.

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

Yours faithfully,

Raymond Lowry
Head of Technical Services

Encs.

Cc DEA Councillors

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

PROVISION OF BUS SHELTER – SURVEY FORM

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

   ☐

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

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

   Reason for Objection:

Name: (CAPITALS) _____

Address: _____

Signature: _____

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

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

Appendix 1

[Insert Map of proposed Bus Shelter location]

Appendix 2

BUS SHELTER TYPE

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

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

Report on	Derelict Buildings and Dilapidated Structures
Date of Meeting	11th May 2021
Reporting Officer	Fiona McClements

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

1.0	**Purpose of Report**
1.1	To update members on the legal powers available to Council for dealing with Derelict Buildings and Dilapidated structures.
2.0	**Background**
2.1	The issue of Dilapidated and Dangerous Buildings and Neglected Sites has a negative impact on the visual amenity, public health and economic growth of a local authority and can often lead to an increase in anti-social behaviour.
2.2	There are a number of different pieces of legislation which could be relevant in any given scenario which are under the remit of different departments and organisations.
2.3	In 2016 DoE published a policy consultation on Dilapidated / Dangerous Buildings and Neglected Sites.
2.4	The purpose of the consultation was to gain views on the most appropriate approach to be taken in developing a legislative regime to address dilapidated / dangerous buildings and neglected sites.
2.5	The consultation stated that, "Ultimately, the desired outcome is that councils will have access to an effective, fit for purpose, regime that is applied consistently and proactively across all council areas, thereby enhancing the environment for all".
2.6	Several departments including Environmental Health, Building Control and Planning contributed to a joint consultation response which was presented by the Head of Building Control to the Environment Committee in 2016.
2.7	The agreed response confirmed Council's position that the development of the current policy consultation was strongly welcomed by Council, and that Council believed that the suite of existing provisions did not deliver the standards required for unoccupied buildings and sites within local communities. In order to reduce the adverse impacts from such buildings and sites and in order to best support local efforts to regenerate and develop local areas, Council stated in their response that they believed that an updated statutory regime was necessary.

2.8	By way of a refresh, the full consultation response that was made at the time is attached at Appendix 1.
2.9	Environmental Health are not aware of any updates from the Department of the Environment to the 2016 consultation.
3.0	**Main Report**
3.1	There are a number of existing pieces of legislation available to the council relevant to dealing with Dilapidated sites and dangerous structures. As some of this legislation is not under the Environmental Health remit they are not considered further in this paper but would need to be taken into consideration in determining any future Council policy on the issue.
	<u>Article 66</u>
3.2	This article in the Pollution Control and Local Government (NI) Order 1978 is entitled 'Ruinous and Dilapidated Buildings and Neglected Sites' and has been used in the past by Environmental Health to deal with complaints about ruinous or dilapidated structures
3.3	The legislation states that if it appears to a District Council that a building or structure is by reason of its ruinous or dilapidated condition is seriously detrimental to the amenities of the neighbourhood, the District Council ***may*** issue a notice to require the owner to execute such works of repair or restoration ***or*** if the owner so elects to take such steps for demolishing the building or structure, or any part of it and removing any rubbish or other material resulting from or exposed by the demolition as may be necessary in the interest of amenity.
3.4	The use and limitation of this article have long been an issue for Councils and several years ago in around 2010 a regional group of Environmental Health Officers prepared some advice notes on the use and limitations of using this legislative provision. This paper has been based on technical knowledge from EHOs and is not a definitive legal opinion.
3.5	In general, where a complaint is received, the Environmental Health department will endeavour to identify the owner of the property or site and try to informally reach a solution.
3.6	On some occasions EH are able to get the cooperation from the owner to take actions to secure the property, thereby preventing any unauthorised access. In recent months a number of cases of derelict buildings have been referred to Environmental Health from PSNI due to their concerns about anti-social behaviour associated with derelict buildings.
3.7	Due to the limitations of the current legislation as outlined, it is recommended that Council write to the Minister of the Environment to seek clarification on the outcome of the 2016 consultation and any proposed way forward.

4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Potential for MUDC to carry out works in default.
	Human: Staff time
	Risk Management: N/a
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a
5.0	**Recommendation(s)**
5.1	Due to the limitations of the current legislation as outlined, it is recommended that Council write to the Minister to seek clarification on the outcome of the 2016 consultation and any proposed way forward.
6.0	**Documents Attached & References**
6.1	Appendix 1 – MUDC response to the 2016 consultation.

Appendix 1

Public Consultation: DoE Policy Consultation Dilapidated / Dangerous Buildings and Neglected Sites

Dilapidated / Dangerous Buildings and Neglected Sites

Mid Ulster District Council response June 2016

In response to a "Call for Evidence" from the Department of the Environment (DoE), please note comments below.

1.0 Introduction

1.1 DoE published a policy consultation on Dilapidated / Dangerous Buildings and Neglected Sites on the 4th March 2016. There is a 16 week public consultation period within which views of all interested parties on the Department's proposals are to be sought. All responses must be submitted no later than 5pm on 30th June 2016 and may be emailed to dilapidation.law@doeni.gov.uk.

1.2 The Department of the Environment has been actively considering policy on dilapidated / dangerous buildings and neglected sites over the past 2 years. It is recognised that such sites may present not only a risk to members of the public but also can attract anti-social behaviour and discourage economic activity and redevelopment. The Department of the Environment have issued a policy consultation which seeks to gain views on the most appropriate approach to be taken in developing a legislative regime to address dilapidated / dangerous buildings and neglected sites. The consultation advises that, "Ultimately, the desired outcome is that councils will have access to an effective, fit for purpose, regime that is applied consistently and proactively across all council areas, thereby enhancing the environment for all".

1.3 It is worthy of note that the reason that a new regime is required is due to the narrow scope of the existing provisions which give the Councils some powers to act in serious or high risk situations but are less focussed on neglect and more minor issues.

1.4 The development of the current policy consultation is strongly welcomed. Council believes that the suite of existing provisions does not deliver the standards required for unoccupied buildings and sites within local communities. Therefore in order to reduce the adverse impacts from such buildings and sites and in order to best support local efforts to regenerate and develop local areas, we believe that an updated statutory regime is necessary.

2.0 Key Matters

2.1 The issue of Dilapidated and Dangerous Buildings and Neglected Sites has a negative impact on the visual amenity, public health and economic growth of a local authority and can often lead to an increase in anti-social behaviour. The consultation paper suggests that effectively dealing with the problem of dilapidation has obvious potential to support the councils' new functions of

planning, local economic development, community development and local tourism. Councils often deal with complaints of derelict, dilapidated and ruinous properties. Additionally the issue of abandoned and partially completed building sites and areas of waste ground has frequently been raised by ratepayers. Such properties and sites are a great concern to the public; in particular residents who live in close proximity and issues of anti-social behaviour, fly-tipping and pest can arise. Council has adopted a robust approach in the area and regularly action has been taken by Environmental Health under the Pollution Control and Local Government (NI) Order and by Building Control under the Public Health Amendment Act 1907.

2.2 The Council is now statutorily required to protect, conserve and where possible enhance the character and appearance of built heritage assets. One of the key objectives of the proposed new local development plan is to protect and enhance the natural and built environment to achieve biodiversity, quality design, enhanced leisure and economic opportunity and promote health and wellbeing[1].

2.3 Since April 2015 under the Planning Act (NI) 2011 the Council has had a number of new planning powers associated with the protection of built heritage. Historic Environment Division has issued practical guidance with regard to these new powers, attached for your information. The two key powers are:

- **Urgent Works Notices**
- **Building Preservation Notices**

2.4 An Urgent Work Notice (UWN) is a direct way of securing repairs urgently necessary for the preservation of a listed building (or building in a Conservation Area where the Department (DoE) has issued a Direction). UWN's allow councils to take direct action to protect unoccupied listed buildings, or the unused part of occupied listed buildings, that have deteriorated to the extent that their preservation may be at risk. It also allows them to work with Historic Environment Division (HED) to tackle buildings situated in a Conservation Area, where their preservation is important for maintaining the character or appearance of the Area.

2.5 Section 161 of the Act allows councils to serve an UWN where it *'appears to the council that works are urgently necessary for the preservation of: a listed building or a building in respect of which a direction has been given by the Department that this section shall apply'*. Section 161(2) explains that the grounds on which the Department will give a direction is that *'its preservation is important for maintaining the character or appearance of a conservation area.'* To date, MUDC Planning Department Enforcement Team has only opened one UWN case which is ongoing.

2.6 A Building Preservation Notice (BPN) is a form of temporary listing which provides statutory protection to an unlisted building, for a period of 6 months,

[1] Position Paper One Population and Growth, September 2014

as if it were listed. The Planning Act give councils the discretionary power to serve a BPN on the owner and occupier of a non-listed building that they consider meets the following test:

- It is of special architectural or historic interest; and
- It is in danger of demolition or of alteration in such a way as to affect its character as a building of such interest.

2.7 These powers are detailed in Section 81 – 83 of the Planning Act. For the 6 month period of the BPN, the building is protected as though it were a listed building and all relevant planning controls apply. This includes the need to apply for listed building consent for changes that might affect its architectural or historic interest, and enforcement powers relating to unapproved works. To date, MUDC Planning Department has not issued any BPNs.

2.8 The Historic Environment Division (HED) in partnership with the Ulster Architectural Heritage Society (UAHS) has prepared the Buildings at Risk Register for Northern Ireland. This Register highlights properties of architectural or historic merit throughout the country that are considered to be at risk or under threat – within Mid Ulster district there are approximately 56 historic buildings or structures at risk. All entries on the register are considered to be 'at risk' from decay, deterioration and neglect – i.e. potential buildings or structures subjected to dilapidation or becoming dangerous. This register could be utilised as a method to identify the problem sites and buildings under the proposed dilapidation policy.

3.0 Policy Options

3.1 The paper puts forward 4 Policy Options for consideration and highlights that the ultimate desired outcome of this paper is that councils will have access to an effective, fit for purpose, regime that is applied consistently and proactively across all council areas, thereby enhancing the environment for all.

3.2 **Option 1: Do Nothing** While this option would certainly deliver the lowest cost, it would not deliver any of the benefits of bringing dilapidated buildings and neglected sites into beneficial use. With the exception of the short term cost implications there is little to recommend this option.

3.3 **Option 2: Department issues non-statutory guidance** As previously states, (in the paper), current legislation does not permit the Department to issue statutory guidance to the councils and therefore it may be perceived that any guidance would not carry any legislative weight. However, there is case law which supports the notion that guidance may be binding because it is authoritative and expert, rather than because it is labelled as 'statutory'. Such guidance could include, for example, procedures, technical issues, policy direction etc. but would fall short of a definitive legal interpretation of the legislation – as that can only be given by the courts.

3.4 Guidance (either statutory or non-statutory) for new legislation would be extremely useful, or even essential, but guidance alone cannot, in the

Department's view, address the weaknesses identified in current legislation and so benefits are likely to be somewhat limited.

3.5 **Option 3: Bill to amend and consolidate existing legislation** i.e. a 'tidy up' of existing DOE legislation. This approach could provide for the making of subordinate legislation to provide greater procedural clarity, and allow the Department to issue statutory guidance to councils. **This option would not involve the introduction of new regimes like, for example, those in force in England and Wales, the Town and Country Planning Act 1990 (Section 215) in respect of visual amenity, and the Building Act 1984 in respect of emergency provisions for dangerous structures.** This type of Bill would preclude the possibility of delivering a single consistent regime throughout Northern Ireland.

3.6 As set out in the paper's background section non-statutory but authoritative best practice guidance may be regarded by the courts as binding but, for the removal of doubt, the power to publish statutory guidance could easily be included in a Bill of this nature. The technical aspects of such statutory guidance would be developed in conjunction with the relevant councils to ensure that practitioners were not unduly fettered, therefore there is a clear resource implication with regard to this option in terms of staffing.

3.7 This option would not create any additional legislative statutory duties which should result in no significant additional costs. However, it would be hoped that improving the clarity of the legislation and making it more workable would increase the activity levels of councils. Such improvements would not broaden the scope of the legislation to any great degree, and would not therefore deal with some of the fundamental deficiencies of that legislation, particularly the Heritage issues.

3.8 **Option 4: A Bill to introduce a new broader regime dealing with dilapidated / dangerous structures, neglected sites and a range of visual amenity issues** This option would, essentially, provide a completely new regime that would seek to encompass all of the relevant elements of the existing legislation alongside new provisions based on existing legislation in other jurisdictions, such as Town and Country Planning Act 1990. A multi-tiered approach, with different sanctions available for cases of varying magnitude, might be considered. In keeping with the Department's Better Regulation agenda, there may also be potential to utilise administrative penalties for lower grade cases.

3.9 Under this option there is an opportunity to introduce enhanced procedures to allow for appropriate protection of heritage sites could also be built into such a Bill, addressing the problems identified with the existing legislation – i.e. the potentially perverse incentive to allow heritage buildings to fall into disrepair with a view to subsequent demolition. However, it is noted that councils do have access to powers under section 161 of the Planning Act 2011 enabling them to carry out urgent works in respect of statutorily protected buildings (and unlisted buildings in conservation areas as directed). Cost recovery for such works is through conventional civil debt procedures.

3.10 In addition, under this approach consideration would also need to be given to the issue of statutory duties for councils in respect of dilapidated / dangerous buildings and neglected sites: -

(a) additional powers but no statutory duty;
(b) additional powers and a duty to inspect (but not necessarily take action); or
(c) additional powers and a duty to take appropriate action.

3.11 It is important to note paragraph 6.24 that if additional statutory duties were to be imposed, central government funding for these activities would need to be secured over a significant period of time. This option would give council an effective tool to encourage the regeneration and revitalisation of their districts.

3.12 A key issue with regard to this option is that effective implementation would require councils to allocate adequate resources but it is felt that the economies of scale resulting from the new local government model enhances their capacity to do so. The paper states that given their wider remit, it is considered appropriate for councils to take responsibility for determining the priority of this issue for their areas and resourcing it accordingly.

4.0 Key Questions

Question 1: Do you agree that Option 4 should be the preferred option? If not, please indicate your preferred option and the reasons for that preference.

4.1 Council agrees that option 4 should be the preferred option as it is only this option that allows for the introduction of provisions to deal with the full scope of matters which pertain to dilapidation, dangerous buildings and neglected sites. Council believes that it is important that scope encompasses measures to deal with minor problems akin to the “broken window” right up to robust procedures to deal with more extensive problem sites.

4.2 In terms of the protection, conservation and enhancement of the historic built environment and local historic heritage assets within Mid Ulster Option 4 is the only approach which can facilitate the introduction of specific legislation for the appropriate and proportionate protection of such historic built assets that have fallen into dilapidation or become dangerous. This option will encourage the proactive protection of identified historic buildings and structures at risk from deterioration and neglect. In addition, this option will promote the need for internal cooperation and liaison between local authority departments.

4.3 Under Option 4 the benefits to the community would be the introduction of powers similar to those available in England and Wales under s.215 of the Town and Country Planning Act 1990, which would include the power to enforce

the ‘tidying up’ of land and sites which are adversely impacting upon the public / communities in terms of amenity.

4.4 It is worth noting that the DoE Historic Environment Division have funded and managed the Buildings at Risk Register since 1993. This register highlights properties of architectural or historic merit throughout Northern Ireland. All entries on the register are considered to be ‘at risk’ from decay, deterioration and neglect – i.e. potential buildings or structures subjected to dilapidation or becoming dangerous. This register could be utilised as a method to identify the problem sites and buildings under the proposed dilapidation policy.

4.5 It is important to note that Mid Ulster Council agree that Option 4 is the preferred Option solely on the basis that a funding stream is provided by Central Government to the Council to undertake the additional work involved as a result of the introduction of this legislation.

Question 2 Do you agree with the Department’s approach to consolidating and amending Article 65 of the Pollution Control and Local Government (NI) Order 1978? If not, please comment on the specific issue(s) causing concern.

4.6 Council agrees with the Department’s suggested approach, however, in broadening the scope of Article 65 provisions the Department must ensure that its use in relation to statutory nuisance remains unhindered. In dealing with the wider scope we believe that the Department should issue guidance on the nature of physical injury and anti-social behaviour that it envisaged the new legislation should deal with. Development of any such guidance should be undertaken in consultation with the enforcement authority.

Question 3: Do you agree with the Department’s approach to consolidating and amending Article 66 of the Pollution Control and Local Government (NI) Order 1978? If not, please comment on the specific issue(s) causing concern.

4.7 It is agreed that in general the proposed approach of consolidation with regard to Article 66 of the Pollution Control and Local Government Act (NI) Order 1978 is acceptable. In practical terms the ability to require the removal of rubbish and other material deposited is welcomed as it is frequently the case that such material accumulates alongside material from the building itself, and it remains odd that only some of the material on such a site may be removed. With reference to the rubbish and material deposited from other sources it must be noted that there are existing legislative provisions under the Waste and Contaminated Land (NI) Order 1997 which provides a regime to address illicit waste activities. Any guidance should recognise the relationship between these provisions and define where the Northern Ireland Environment Agency (NIEA) **are** responsible and where the Council **may** act. It should not be the result of the proposed Bill to create a legislative power for Councils to address low level

fly-tipped waste, nor should discretionary Council action interfere with the NIEA's statutory enforcement responsibilities.

4.8 The definition of building would be welcomed.

4.9 The proposed legislation appears to create a hierarchical approach whereby the more significant problem sites giving to conditions seriously detrimental to the amenity of the neighbourhood are deal with under provisions similar to Article 66. Accordingly any such provisions must attract a higher penalty as to date offences under this legislation rarely attract penalties which act as a deterrent. We would welcome the wider range of administrative and criminal penalties to deal with the broader range of offences that may be created and we believe these should be graduated according to the seriousness of the offence. Such an approach will be consistent with Council's Enforcement Policies.

4.10 We would welcome the ability of the Courts to make an order as they see fit as this is often used to secure the abatement of nuisances where Notices fail to be complied with.

4.11 There is a need to highlight the case of historic buildings and structures, whether they are listed or not. The key issue, from a built heritage perspective is the provision allowing an owner to decide to demolish his building rather than repair it. Under the Planning Act 2011, there is a statutory duty on a local authority to protect, conserve and where possible enhance protected historic buildings and structures be they listed or located within a designated conservation area. It is vital that an Article 66 notice take account of the status of a building, structure or monument on which such a notice is being served. <u>The option of demolition should be prohibited in such cases i.e. the owner must make secure and repair the structure and also seek all other required consents under planning legislation, for example, listed building consent.</u>

Question 4 Do you have any comments regarding the Department's proposed approach to transposing these provisions of the Building Act 1984?

4.12 Council would welcome transposing relevant provisions from the 1984 Act, particularly in respect of dangerous buildings and structures.

4.13 Section 77 relates specifically to 'dangerous buildings'. Care should be taken to ensure this does not remove ability to deal with other 'structures' which are considered ruinous and dilapidated and present a danger. Section 77 specifically requires the owner to execute such work as to obviate the danger. Clarity is required to ensure this is not simply a temporary repair or securing the property. Council recommends repair, restore, replace or demolish options should be retained with additional consideration being given to listed buildings and buildings in conservation areas.

4.14 Council agree with recommendation not to adopt the requirement to apply to court for an order requiring the owner to take steps to obviate the danger. Every delay results in the risk being retained for longer than it needs to be.

4.15 Adoption of Section 78 would also be a very welcome addition and would be beneficial to Council particularly if supported by cost recovery provisions proposed. Council is currently reluctant to carry out immediate action due to costs that can be incurred and the inability to recover. This has resulted in extended inconvenience eg. road closure etc, where an unsafe property is fenced off as a temporary solution while Council tries to establish ownership.

4.16 Council also welcomes the proposal to incorporate relevant parts of the 1984 Act particularly power of entry and clear instruction relating to serving of notices.

4.17 On reviewing existing dangerous structures legislation and Sections 77 and 78 of The Building Act, Council concludes the Building Act does not really offer much more than already exists. The benefit is in the clarity and more modern relevant form of the wording. A robust system comprising amendments to Article 65 and 66 provision may reduce the need for the provisions contained within the Building Act 1984.

QUESTION 5: Do you have any comments regarding the Department's intention to repeal the relevant provisions in location-specific legislation and re-enact necessary provisions in the new legislation?

4.18 Council agree. There is no benefit that can be gained from location specific legislation within Northern Ireland. Failure to address this is likely to maintain the inconsistent interpretation and delivery of legislation.

4.19 However care must be taken to retain the best of what we have in all existing relevant legislation and other legislation such as Sections 77 and 78 of The Building Act and Derelict Sites Act 1990 (in the Republic of Ireland) and develop legislation which is fit for purpose.

Question 6: Do you have any comments regarding the Department's intention to introduce provisions in the new Bill that would replicate powers available to local authorities in England and Wales under the Town and Country Planning Act 1990?

4.20 It is agreed that in general the proposed introduction of new powers via the Bill focused on 'land' which is negatively affecting the amenity of an area or neighbourhood similar to Section 215 of the Town and Country Planning Act 1990 in England and Wales is a positive approach.

4.21 The introduction of such provisions would be welcomed and would allow for action to be taken on sites that are not encompassed by the existing regime. It is envisaged that such powers would be primarily used for lower priority sites to require the "proper maintenance of land". We would welcome the Department's views on whether such a provision could be used to address invasive plant species where their spread may be adversely affecting the amenity of neighbours. The NI Assembly's October 2015 research paper on Japanese Knotweed recognised the limited legislation to address this particular problem.

4.22 It is noted that it is the Department's intent that such provisions should be used proactively by Councils thereby ensuring that local areas are maintained to a higher standard that is presently legislatively required. It is recognised that such efforts will require regulatory resources to successfully deliver these improvements.

4.23 From a Heritage perspective such an approach could be applied to designated conservation areas, areas of townscape and village character, where the statutory duty on the local authority is to protect, conserve and enhance the character or appearance of that designated area. It would be particularly useful to have the power to issue an s215 notice with regard to re-building, external repairs, repainting, enclosure etc. provided that all required statutory planning consents have been agreed. It is acknowledged that clear authoritative and expert guidance will be required whether statutory or not.

QUESTION 7: Do you agree with the Department's view that a combination of existing planning powers (transferred to the councils under Local Government Reform) and proposed new provisions in respect of dangerous buildings and visual amenity are sufficient to deal with unfinished or abandoned sites?

4.24 Council believes that the scope of proposed legislation has the potential to address any adverse Environmental Health impacts upon the neighbourhood. Council is of the opinion current powers provided for within the Planning Act (NI) 2011 are sufficient to address the general issue of unfinished and abandoned sites. However, where for example visual amenity is an issue it would be advantageous for Council to be able to use discretion to use other provisions to deal with these matters while giving due consideration to the specific circumstances of the case in question.

QUESTION 8: Do you agree with the Department's proposed approach to issues of ownership and, in particular, do you have any comments regarding the scenario outlined in paragraphs 8.42 – 8.44?

4.25 It must be recognised that in the current financial climate, many properties and frequently those that are neglected, are under the control of persons other than the owner. A robust piece of legislation and associated guidance will deal with this by defining who is responsible for such properties and what circumstances. In the experience of Environmental Health it is often possible to secure minor works such as boarding up on such sites, but much more difficult to secure more extensive building or demolition works.

4.26 The definition of "reasonable efforts" is welcomed and will assist the Courts in circumstances where this is in dispute.

4.27 Provisions must be included to enable priority to be given to recoupment of costs by way of a charge or statutory charge with automatic postponement of the financial institution's or other charges.

4.28 Council also welcome the proposal in paragraph 8.43 to explore the possibility of extending liability to persons other than the owner and provision for cost recovery in instances where there is a direct beneficiary of the work carried out by Council.

QUESTION 9: Do you have any comments on the Departments proposed approach to cost recovery?

4.29 In recognition of the limited operating budgets for Local Government and in order to secure the most effective outcomes from the proposed regulations it is important that Councils are able to have confidence that costs incurred are likely to be recovered, therefore in principle, the proposals to improve the cost recovery provision are welcomed. We concur with the comment it is right and proper that the burden of preventing and addressing dilapidation should fall to those who have a beneficial interest in the property concerned.

Question 10: Do you think guidance for a new regime should be statutory or non-statutory?

4.30 Any guidance accompanying a new Bill should be statutory. Although the paper clearly sets out case law which would indicate that non-statutory authoritative and expert guidance is given weight by the courts, to remove any doubt regarding interpretation, any such guidance should be statutory to facilitate enforcement powers and any subsequent statutory charges and /or financial penalties. Any such guidance should be developed in consultation with Council and other stakeholders.

Question 11: Do you have any specific comments regarding potential provisions to enhance the protection of heritage buildings?

4.31 The council has a duty under the Planning Act 2011 to protect, conserve and where possible enhance the character and appearance of the historic built environment. The Regional Development Strategy (RDS) 2035 and Single Planning Policy Statement (SPPS) require the council to:

- secure the protection, conservation and, where possible, the enhancement of our built and archaeological heritage;
- promote sustainable development and environmental stewardship with regard to our built and archaeological heritage; and
- deliver economic and community benefit through conservation that facilitates productive use of built heritage assets and opportunities for investment, whilst safeguarding their historic or architectural integrity.

4.32 Option 4 provides a conduit for the introduction of legislation that can encourage a joint up approach by local authorities to facilitate the protection, conservation and enhancement of our historic built environment. The proposed new Bill could include the need for any notice issued in relation to a dilapidated or dangerous building to have regard to the status of the building in terms of heritage. For example, if the dilapidated building or structure is listed or located within a designated conservation area then the onus on the owner should be to secure and repair the building / structure not demolish. The new regime could also highlight the need for the owner to comply with all other statutory requirements under the Planning Act (NI) 2011 with regard to historic buildings, structures or sites.

4.33 The introduction of new legislative powers akin to s.215 of the Town and Country Planning Act 1990 with regard to visual amenity could greatly benefit the need to protect, conserve and where possible enhance a designated conservation area. Such powers could compliment and support the existing powers under the Planning Act (NI) 2011.

4.34 Option 4, could facilitate the identification of historic built heritage sites, areas and buildings that are deemed by the Department to be 'at risk' from dilapidation, deterioration and neglect and be used as a preventative measure i.e. the buildings at risk register NI could be utilised to identify potential at risk properties and / or structures that in the interest of the public should be proactively protected from decay, deterioration and dilapidation, preventing the structure from becoming dangerous. The key issue is to prevent any historical built heritage asset becoming unviable in terms structural soundness and stability – i.e. reduce and prevent the loss of important historical built assets. In such cases any notice should clearly require an owner to secure and repair rather than demolish. It should also be made clear to an owner that such historic buildings, structures and sites are regarded as top priority and a higher financial fines and / or criminal penalties shall apply.

4.35 It should be noted that recipients of Article 66 notices issued by Councils under the Pollution Control and Local Government (NI) Order 1978 are obliged to be given the option of demolition which may have conflict with Built Heritage legislation.

QUESTION 12: Do you have any further comments on any of the issues raised in this document or are there any other important issues that you feel have not been covered?

4.36 Council welcomes any provisions and legislation which have potential to protect and benefit the health, safety, welfare and convenience of people living in, visiting or commuting through the Mid Ulster District Council area.

4.37 In the current financial climate, it is critical provisions for cost recovery are adequate, sufficient and clear and that those responsible for the detriment pay for its' removal. This will assist to ensure fairness for rate payers who should not have to pay for the improvement of properties they have no control over.

4.38 The department must be diligent in the transfer or granting of additional powers to councils without detailed consideration of the size and scope of the issue being addressed since Councils' current budgets will contain no provision for such powers to be exercised. Failure to allocate adequate funding or the requisite ability to recover all costs incurred in the exercise of such powers will only result in Councils becoming reluctant to implement these powers and therefore the intended benefit from such legislation will become increasingly nullified especially if cost recovery options are seen as ineffective.

5.0 Conclusion

5.1 It is the Opinion of Mid Ulster Council that Option 4 should be the preferred approach to the issue of Dilapidated / Dangerous Buildings and Neglected Sites. **As stated previously this is the preferred Option only on the basis that Central Government provide the additional funding necessary to implement such proposed legislative changes. It is the opinion of the Council that no such changes should come forward until such times as this funding is secured.**

Report on	Office for Product safety and Standards and the ongoing work on product safety
Date of Meeting	11th May 2021
Reporting Officer	Fiona McClements

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

1.0	**Purpose of Report**
1.1	To provide members with an update relating to product safety work carried out by the Environmental Health Department, and update on expected continuing funding from the Office of Product Safety and Standards (OPSS).
2.0	**Background**
2.1	As previously reported, the Office for Product Safety and Standards (OPSS) was created in January 2018 to deliver on 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.
3.0	**Main Report**
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 Northern Ireland Protocol (NIP). The funding was used to employ additional staff, on a temporary basis, to assist with progressing this body of work.
3.2	OPSS has indicated via email, at Appendix 1, that further funding will be provided to DCs in Northern Ireland for 2021/2022 to enable the work, with respect to assisting businesses with the provisions of the EU Withdrawal Agreement and Northern Ireland Protocol (NIP), to continue.
3.3	A work plan relating to product safety activities has been developed by the Northern Ireland Consumer Protection group (NICP), a subgroup of Environmental Health Northern Ireland (EHNI) and has been agreed with the OPSS. The work

	plan outlines the activities that will be undertaken for 2021/2022 to ensure that there are adequate arrangements in place for EU Exit, the NI Protocol, potential EU oversight and OPSS support, including funding. The content of the work plan has been developed based on the following:
3.4	Key tasks and co-ordinated initiatives for 2021/2022 are detailed within the work plan. In addition to the key tasks and co-ordinated initiatives, it is anticipated that each DC will: • Review and update their premises databases on an ongoing basis. • Continue to work with business, community and statutory bodies to implement a joined-up approach to improve the consistency of consumer protection enforcement across Northern Ireland.
3.5	The work plan will be regularly reviewed and adjusted to reflect relevant considerations such as the NI Protocol, new legislation and emerging priorities/intelligence, availability of resources and the impact of any local and national demands.
3.6	As was required for the OPSS funding provided in 2020/2021, governance around this further funding will be required. This will be in the form of each Environmental Health department completing a quarterly return outlining all relevant activities undertaken.
3.7	It is anticipated that the OPSS funding will be used to employ an additional Environmental Health Officer to assist with achieving the work plan outcomes. It is recommended that this is progressed when a confirmed letter of offer is received. The post will be in place for the period of time that the funding covers.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: to be confirmed when letter of offer received but previously at a rate of £70/hr which can be claimed for EHO work.
	Human: Additional officer time to undertake the activities outlined in the work plan.
	Risk Management: N/A
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	**Recommendation(s)**
5.1	It is recommended that Council note the content of this report .
6.0	**Documents Attached & References**
6.1	Appendix 1 – Email from OPSS offered as a ‘letter of comfort’ in relation to funding.

From: Office for Product Safety and Standards
Sent: 26 April 2021 17:58
Subject: Market Surveillance Grant funding Update for 2021/22

CAUTION: This email originated outside of Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.

As you know, OPSS has not had it's budget confirmed from the BEIS Spending Review. However, I am able to confirm at this stage that an indicative budget of £605,000 has been allocated to all the eleven district councils for the financial year 2021-22.

As we progress with the relevant steps, we look forward to your updated proposal and workplan for market surveillance shortly.

If you have any questions, please do contact me.

Kind Regards,

Department for Business, Energy & Industrial Strategy
Office for Product Safety & Standards

Ports & Borders Delivery Manager
Lead for Northern Ireland & Scotland
Office for Product Safety and Standards, 4th Floor, Cannon House,
18 The Priory Queensway, Birmingham B4 6BS
https://www.gov.uk/government/organisations/office-for-product-safety-and-standards | https://twitter.com/OfficeforSandS

Minutes of Meeting of Environment Committee of Mid Ulster District Council held on Tuesday 13 April 2021 in Council Offices, Circular Road, Dungannon and by virtual means

Members Present	Councillor S McGuigan, Chair Councillors Brown*, Buchanan*, Burton*, Cuthbertson, Glasgow*, Graham*, N McAleer*, S McAleer*, McFlynn*, B McGuigan*, McNamee*, Milne*, O'Neill*, Totten*, Wilson*
Officers in Attendance	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
Others in Attendance	Agenda Item 4 - Mr Hania – Chairperson – The Low Country Native Irish Honeybee Association*** Agenda Item 26 - Mr Dunne – WISE*** Councillor Kerr***

* Denotes members and members of the public present in remote attendance
** Denotes Officers present by remote means
*** Denotes others present by remote means

The meeting commenced at 7.00 pm

The Chair, Councillor 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.

E091/21 Apologies

None.

E092/21 Declarations of Interest

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

Councillors Burton and McFlynn declared an interest in agenda item 7 – Ageing Well – Age Friendly Network.

Councillor Graham declared an interest in agenda item 9 – Proposal for the acceptance of agricultural plastics at Tullyvar Recycling Centre.

E093/21 Chair's Business

The Chair, Councillor S McGuigan advised that in addition to the presentation on the Native Irish Honeybee there would be a further presentation relating to agenda item 26 – Clean Neighbourhood Action Plan and that this presentation should help to inform Member's discussion later in the meeting.

Councillor Wilson raised concern in relation to the Cemetery at Forthill Cookstown with regard to newly dug graves being dug up by dogs off the lead and stated that this is causing upset to those who have just buried loved ones. In addition, Councillor Wilson stated that there have also been a number of thefts of flowers/ornaments from graves over the past number of months. The Councillor stated he was not criticising staff as they work hard to combat such incidents but he was appealing for the public to keep their dogs on a lead in the Cemetery and to look out for any suspicious activity.

The Head of Property Services stated that similar issues have been raised before and that these concerns have been discussed with on site staff at the Cemetery. The officer advised that staff are aware of the issues and are vigilant but that the matter can be highlighted with them again.

E094/21 Deputation - The Low Country Native Irish Honeybee Association

The Chair, Councillor S McGuigan welcomed Mr Hania, Chairperson of The Low Country Native Irish Honeybee Association to the meeting and invited him to make his presentation.

Mr Hania provided presentation (Appendix 1) which introduced the different types of bees and more specifically the honeybee. Mr Hania explained that the ambition of the Low Country Native Irish Honeybee Association is to encourage the Native Irish Honeybee through breeding and conservation. Mr Hania also outlined the problem with importing bees and the risk of importing pests and diseases such as the small hive beetle which can cause devastation to a hive. Mr Hania advised that since the 1st January 2021 a new regulation restricts the free movement of bees from EU to GB and that large honeybee importers are looking to use the NI Protocol to import Italian honeybees through NI into the UK. Mr Hania stated that the small hive beetle is established in Italy and that there was a potential risk of importing such a pest. Mr Hania asked for Council support in preventing the importation of the Italian honeybee through NI into UK and in so doing preventing the possibility of bringing in the small hive beetle. Mr Hania also asked for support in conserving the Native Irish Honeybee. Mr Hania explained the importance of having good habitats in place for honeybees and invited Council to work with the Association to preserve the Native Irish Honeybee and its habitats.

The Chair, Councillor S McGuigan thanked Mr Hania for his presentation and stated that a point of contact within Council would be the Biodiversity Officer who could provide support.

Councillor Brown referred to the concerns expressed regarding the importation of the Italian honeybee and asked what conversations have taken place between governments to prevent such importation. Councillor Brown stated that he was

aware of others who have similar fears in relation to the importation of bees and the possibility of destroying the honeybee population in Northern Ireland.

Mr Hania advised that bee keeping associations are actively campaigning against the importation of the Italian honeybee apart from those with a vested interest. Mr Hania stated conversations were taking place at a Council level and that Fermanagh and Omagh District Council and Derry City and Strabane District Council have voiced their concerns against the importation of the Italian honeybee. Mr Hania stated he would come back to Councillor Brown on what was happening in relation to the matter being raised at Stormont.

Councillor Kerr thanked Mr Hania for the presentation and advised that Derry City and Strabane District Council have passed a motion calling on governments to stop the importation of Italian honeybees into the UK via Northern Ireland and that a similar motion was coming before Fermanagh and Omagh District Council tonight. Councillor Kerr referred to his previous discussions with Mr Hania in relation to working with Council regarding wildflowers and grass verges and asked for more information on this as he was aware of other councils in England who carry out biodiversity projects in conjunction with local groups.

Mr Hania advised of the Grass Verges England group who carry out good campaigns and stated that there is so much possibility with supporting habitats such as having pollinator friendly areas not only for bees but also butterflies and other insects. Mr Hania stated that not cutting grass verges as often was another option as was planting hedges. Mr Hania stated there was room for education in Mid Ulster on whether grass and hedge cutting was needed as frequently and he would like to work with Council on this, he felt that it is also good for the public to have an eye catching biodiversity project. Mr Hania stated that he was from Holland and has also kept bees in Ardee in the Republic of Ireland and that the habitats in Mid Ulster are as good as any other place which is not often realised and that he is passionate to keep it this way and make improvements on habitats.

Councillor Wilson stated that there are a number of bee associations within Mid Ulster and asked Mr Hania if he is in contact with these groups.

Mr Hania stated that the Chair of the Mid Ulster Beekeepers Association is a member of the Low Country Native Irish Honeybee Association and that there is connection with the other associations in the area.

Councillor S McAleer referred to individual bee keepers and asked if there is contact with such individuals. Councillor S McAleer asked if there was a specific period of time when grass verges and hedges should not be cut as often which will benefit bees.

Mr Hania stated that a good hedge and a wild grass verge would give different forages during the season such as ivy which is an autumn crop and a super food for the winter. Mr Hania accepted that hedges and verges needed to be managed but it was difficult to answer on what should be done when but that he would come back to the Councillor on this issue. Mr Hania stated that most bee keepers should be associated with a bee keepers organisation. Mr Hania stated it was also for insurance purposes that every bee keeper should be a member of a bee keepers organisation and through those organisations contact can be made with individual

bee keepers. Mr Hania stated that more groups were starting up who are promoting, breeding and conserving the native bee.

Councillor O'Neill asked if the Association needed any help with funding from Council.

Mr Hania stated that the Association have accessed funding through Council in the past and are looking at additional funding in the next funding round. Mr Hania stated that as the Association grows then more funding will be required but at the moment funding was adequate.

Councillor Burton stated that nature should be embraced and looked after and that as stated previously the Council's Biodiversity Officer would be able to provide a good support to the Association. Councillor Burton also referred to the Ulster in Bloom competition and that there are a large number of organisations throughout Mid Ulster who are involved in this competition and one of the things they are encouraged to do is use less weedkiller. Councillor Burton stated that Members are often lobbied in relation to keeping hedges and grass verges up to standard and well trimmed back and stated that she would assume that it would be Spring/Summer that cutting should take place at a minimum rather than the maximum. Councillor Burton also referred to the limited period of time in which farmers can spread slurry as asked if this was an issue. Councillor Burton referred to group in Castlecaulfield who sowed a meadow completely in Dandelions for wildlife purposes and also provided a background story to this initiative and felt this is a good way of educating children and getting them involved. The Councillor stated that people on that group now also work with schools and felt that this would be a good way of the Association providing education on bees.

Mr Hania stated that Dandelion is a superfood for bees so he was pleased to hear of the initiative in Castlecaulfield. In relation to grass verges and when these should be cut, Mr Hania stated that he would seek to provide more information to Council as he felt there is a balance to be struck. Mr Hania stated that it was not for him to dictate on the spreading of slurry and when this can be done but highlighted that clover in grassland is an important crop for bees. Mr Hania stated that there were ways of supporting wildlife and bees by limiting hedge cutting on farms and other places.

The Chair, Councillor S McGuigan thanked Mr Hania for this presentation and that the range of commentary from the question and answer session showed a positive feeling towards the work of the Association and that it is important that the Association ties in with Council for help.

Mr Hania left the meeting at 7.41 pm.

Matters for Decision

E095/21 Bus Shelters Update

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

Councillor O'Neill referred to bus shelter at Clonoe Crossroads and asked when this will be erected as he was aware of some issues regarding walls at this location. Councillor O'Neill also referred to bus shelter proposed close to old dog track on Derrytresk Road and stated that he had been advised that the landowner has given permission for this to go ahead but that it has not come forward within the report.

The Head of Technical Services advised that he would follow up on both issues raised.

Councillor Cuthbertson expressed some frustration in relation to bus shelter at Moygashel in that there is no room on the footpath for the shelter to have walls. The Councillor stated that it was his understanding that when styles of bus shelter and supplier were agreed previously that all types could be accommodated however he appreciated the efforts of officers in getting amended designs for the shelter.

Councillor Burton stated it was good to see existing bus shelters getting refreshed and repainted as it is important that these are maintained.

The Head of Technical Services stated that the maintenance of bus shelters falls under the remit of Property Services so thanks should go to this team.

Proposed by Councillor O'Neill
Seconded by Councillor Brown and

Resolved That it be recommended to Council to withdraw bus shelter application for the requested shelter at Duffs Corner, Ardboe.
Previous "On Hold" shelters from the list below will be re-consulted based on the new procedural guide -

- Main Street, Benburb
- Tullyhogue village
- St Colmans Park, Moortown
- Cappagh village
- Whitebridge, Ballygawley
- Innishrush Village
- Annaghnaboe Road, Clonoe
- Bellaghy (2 no)
- Knockloughrim Village
- Meenagh Park, Coalisland
- Eglish View, Ballinderry

E096/21 Sustainable NI – Renewal of annual subscription 2021/22

The Head of Technical Services presented previously circulated report which considered Sustainable NI's request for continued Council support for 2021/22 in the form of £5000 annual subscription fee.

Proposed by Councillor B McGuigan
Seconded by Councillor McNamee and

Resolved That it be recommended to Council to continue to support Sustainable NI and make available a contribution of £5,000 for the subscription for the 2021/22 financial year.

E097/21 Ageing Well – Age Friendly Framework

The Head of Environmental Health presented previously circulated report which provided update on the ongoing work around Age Friendly Communities and associated Networks across the Mid Ulster District Council Area and request for financial support to be associated with the Age Friendly NI award next year if agreed by all 11 Councils.

Councillor Brown felt this is something Council should be encouraging and proposed Council support the award.

Councillor McNamee seconded Councillor Brown's proposal.

Resolved That it be recommended to Council to support a future financial contribution (approximately £200) towards the delivery of the Age Friendly Network NI Award if supported by all 11 Councils.

E098/21 Street Naming and Property Numbering

The Head of Building Control presented previously circulated report which considered the naming of new streets within residential Housing Developments within Mid-Ulster.

Site off Benburb Road, Moy

Proposed by Councillor S McGuigan
Seconded by Councillor O'Neill and

Resolved That it be recommended to Council to name development off Benburb Road, Moy as Horse Fair Meadows.

Site off Mullaghmore Road, Dungannon

Proposed by Councillor Burton
Seconded by Councillor Brown and

Resolved That it be recommended to Council to name development off Mullaghmore Road, Dungannon as Fort View.

E099/21 Proposal for the Acceptance of Agricultural Plastics at Tullyvar Recycling Centre

The Head of Environmental Services presented previously circulated report which considered the options for the acceptance of agricultural plastics at Tullyvar Landfill Site.

The Chair, Councillor S McGuigan declared an interest in this item as a member of Tullyvar Joint Committee.

Councillor McFlynn stated that the report set out the costs of increasing the number of facilities that can accept agricultural plastics. Councillor McFlynn proposed the

report recommendation as she felt it would take a number of years for Council to recoup its costs if it went ahead with expanding the scheme.

Councillor Burton stated that the report does not set out how much it costs for Council to collect dumped agricultural material and asked if the officer felt this is an issue. Councillor Burton also referred to suggestion of having a collection point for the plastics which can then be transported on to one of the sites which does accept the material.

The Head of Environmental Services stated that the dumping of agricultural wastes has not been a fly tipping issue to date. In relation to having skips for the collection of material, the officer stated there would be licensing issues with this. The Head of Environmental Services highlighted that there is a Farm Waste Compliance Scheme and that he understood that if a farmer is registered with this scheme they are entitled to one free collection of material per year from their property. The officer advised that the registration to this scheme is £35 per year which is a lot less than the fee per tonne being proposed.

Councillor Burton wondered how many people were aware that this service was available if registered to the Scheme.

Councillor S McAleer declared an interest in this item as Chair of Tullyvar Joint Committee. The Councillor stated it was one of the members of the Committee who raised the issue and concern of having to travel a long distance to dispose of the plastics.

Councillor B McGuigan stated that Council needed to be cautious in terms of cost and seconded Councillor McFlynn's proposal. The Councillor stated he would have some concern regarding widening out the acceptance of material to other recycling centres due to the costs involved and putting additional financial pressure on Council.

Councillor Glasgow stated he welcomed the report and conversation tonight. The Councillor stated that the reality was that the £225 cost per tonne will not be paid as the farmer can probably get a cheaper price elsewhere. Councillor Glasgow stated that there is an opportunity for some education for farmers in that there is a mechanism that can help with the disposal of agricultural plastics. Councillor Glasgow referred to comments regarding fly tipping of agricultural plastics and that this was not an issue and that he felt this was down to the Farm Quality Assurance Scheme and Red Tractor Scheme to which evidence of how plastics wrappings are disposed of has to be provided otherwise assurance to the Scheme can be lost.

Councillor Cuthbertson stated that it is regrettable that it is costing so much for Council to deal with this type of waste whenever there are so many other incentives in relation to other types of recycling.

Resolved That it be recommended to Council –

- That the acceptance of agricultural plastics is still restricted to the three main recycling centres in line with other commercial wastes.
- To undertake some publicity in relation to the Farm Waste Compliance Scheme so that registered members to the Scheme can get one free collection of plastic wrappings from their property each year.

E100/21 Dfl Roads Proposal to Mid Ulster District Council - The A6 Toome By-Pass – Stopping-Up of Private Access – Proposed Stopping-Up Order

Members considered previously circulated report which sought agreement in relation to the A6 Toome By-Pass – Stopping-Up of Private Access – Proposed Stopping-Up Order.

Proposed by Councillor Cuthbertson
Seconded by Councillor McFlynn and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to the A6 Toome By-Pass – Stopping-Up of Private Access – Proposed Stopping-Up Order.

E101/21 Dfl Roads Proposal to Mid Ulster District Council - Proposed 40MPH Speed Limit – Bush Road, Dungannon

Members considered previously circulated report which sought agreement in relation to proposed 40mph speed limit – Bush Road, Dungannon.

Proposed by Councillor Cuthbertson
Seconded by Councillor McFlynn and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposed 40mph speed limit – Bush Road, Dungannon.

E102/21 Dfl Roads Proposal to Mid Ulster District Council - Proposed 30MPH Speed Limit – Desertmartin Road, Tullynagee Road and Station Road, Moneymore

Members considered previously circulated report which sought agreement in relation to proposed 30mph speed limit – Desertmartin Road, Tullynagee Road and Station Road, Moneymore.

Councillor McFlynn declared an interest in this item as she had made the request for a reduced speed limit.

Proposed by Councillor Cuthbertson
Seconded by Councillor McFlynn and

Resolved That it be recommended to Council to endorse the proposal submitted by Department for Infrastructure Roads in relation to proposed 30mph speed limit – Desertmartin Road, Tullynagee Road and Station Road, Moneymore.

Matters for Information

E103/21 Minutes of Environment Committee held on 9 March 2021

Members noted minutes of Environment Committee held on 9 March 2021.

Councillor McNamee asked for an update in relation to Dual Language Signage and if visits can be undertaken to the Electoral Office yet. The Councillor also referred to requests in the system and asked if these were now backing up.

The Head of Building Control advised that there are approximately 30 requests sitting in the system at the moment as officers cannot access the Electoral Office due to current restrictions in order to progress the requests. The officer stated that hopefully with the relaxation of restrictions in the coming weeks officers will be able to regain access to the Electoral Office again and will be able to get caught up on the work needed.

Councillor Cuthbertson referred to last month's review of policy on Dual Language Signage and that he had proposed that the review be deferred until legal opinion had been sought on the positioning of a second language on signage. The Councillor stated that at that meeting the Director of Public Health and Infrastructure gave a verbal update on legal opinion and that Members decided to move on with the review however he thought that a finalised report would be coming back to Committee with a written legal opinion and that he would like to see this brought forward.

The Director of Public Health and Infrastructure stated that legal advices was reflected on at the March Council meeting and that the legal advice indicated that Council was operating within the law in terms of the current process for Dual Language Signage and that there was no need to change. The Director advised that in concluding the review process a further report would be brought to the Committee which can reference the relevant advices.

Councillor Cuthbertson proposed that a report be brought back to Committee with the legal opinion in relation to positioning of a second language on Dual Language Signage.

Councillor Buchanan seconded Councillor Cuthbertson's proposal.

Councillor McNamee stated he did not feel it was necessary to bring a report back to Committee as Council already had the legal opinion. Councillor McNamee proposed that a report is not brought back to Committee.

Councillor Milne seconded Councillor McNamee's proposal.

The Chair, Councillor S McGuigan stated that last month Councillor Cuthbertson raised that there was legal opinion being sought in other Councils in relation to Dual Language Signage and that he had requested that the review of Dual Language Signage be deferred until this Council had obtained legal opinion on the matter. The Chair stated that he had suggested that legal opinion could be sought if it was felt there were individual issues however this was not commented on. The Chair stated that the Committee proceeded with the review and the decision taken on the night

was that Council policy on Dual Language Signage should remain as is and this has since been taken through Council.

The Chair, Councillor S McGuigan stated that there were two proposals before the Committee and asked if Councillor Cuthbertson wanted to proceed to a vote.

Councillor Cuthbertson stated that he felt a vote should be taken as the Director of Public Health and infrastructure had indicated that the legal opinion could be provided within a report.

The Chair, Councillor S McGuigan stated he had asked last month if there was any legality preventing Members from undertaking the review and that he was advised there wasn't. On that basis the policy was reviewed and it was decided that the policy should remain as it is.

The Director of Public Health and Infrastructure advised that the review process was not yet concluded as such and that a further report would be brought forward.

Councillor Cuthbertson stated he was content with this.

Councillor McNamee stated that Council have already erected over 200 signs and if there was a legal problem then this would have come to light long ago. The Councillor stated that if the Director of Public Health and Infrastructure wanted to bring a final report it was up to him.

Resolved That it be recommended to Council to being forward a final report on the review process in relation to Dual Language Signage.

Councillor Graham stated that she was not listed as being present in the minutes of the March Environment meeting however she had been present at the meeting.

E104/21 Health & Wellbeing Slow Cooker Initiative

Members noted previously circulated report which provided update on the progress of a Healthy and Wellbeing Slow Cooker and Recipe Book initiative.

E105/21 Air Quality Report 2020

Members noted previously circulated report which provided update on the current air quality in the Mid Ulster District Council area, and of the ongoing monitoring currently being undertaken in relation to this.

E106/21 Building Control Workload

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

E107/21 Entertainment Licensing Applications

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

E108/21 Bin smART Competition

Members noted previously circulated report which advised of the outcome of the Bin smART recycling competition.

Councillor Cuthbertson stated this looked like a good competition which got a good response however he had received complaints from parents whose children had entered the competition. The Councillor stated that the complainants felt that the judging of the competition was unfair in that winners had been randomly selected. Councillor Cuthbertson proposed that should the competition be run again then a third party judge should be engaged to assess all the entries.

Councillor McFlynn stated that given there was no Eco Speak competition this year the Bin smART competition had been positively received. The Councillor asked how many took part in the competition.

The Head of Environmental Services stated that over 500 entries were received which far exceeded anyone's expectations but made it impossible to judge all entries. The officer stated that the judging process can be reviewed going forward.

Councillor Buchanan seconded Councillor Cuthbertson's proposal.

Resolved That it be recommended to Council that the judging process for future Bin smART competitions be reviewed with consideration to be given to engaging a third party judge to assess entries.

E109/21 Bin lifters at Coalisland and Drumcoo Recycling Centres

Members noted previously circulated report which provided update on recent modifications to bin lifters at two Recycling Centres.

Councillor O'Neill stated it was good to see some money being spent on Coalisland Recycling Centre.

Live broadcast ended at 8.25 pm.

Local Government (NI) Act 2014 - Confidential Business

Proposed by Councillor McNamee
Seconded by Councillor O'Neill 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 E110/21 to E121/21.

Matters for Decision

E110/21 Magherafelt Recycling Centre and Transfer Station Upgrade

E111/21 Cemetery Burial Space Expansion and Improvement Works

E112/21 Cemetery Administration & Maintenance of Old Burial Grounds and update on conditions of ruins
E113/21 Cemetery Memorial Safety Inspection Programme Update
E114/21 Tender Report for GPS Fleet/Mobile Asset Tracking System and Maintenance Software
E115/21 Electricity Supplier Variation for 21/22
E116/21 Clean Neighbourhood Action Plan

Matters for Information

E117/21 Confidential Minutes of Environment Committee held on 9 March 2021
E118/21 Capital Framework – ICT Contracts Update
E119/21 Capital Framework – IST Contracts Update
E120/21 Capital Projects – Scoping Contracts Update
E121/21 Council Estate Capital Property Repairs/Maintenance

E122/21 Duration of Meeting

The meeting was called for 7.00 pm and ended at 10.36 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.

Report on	Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for October to December 2020
Date of Meeting	11th May 2021
Reporting Officer	Mark McAdoo, Head of Environmental Services
Contact Officer	Mark McAdoo, Head of Environmental Services

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

1.0	**Purpose of Report**
1.1	To update members on the Council's performance in relation to recycling and landfill diversion targets as outlined in the NIEA Northern Ireland Local Authority Waste Management Statistics Report for Quarter 3 of 2020/21 from October to December 2021.
2.0	**Background**
2.1	The above report was published on 22nd April 2021 by the Department of Agriculture, Environment and Rural Affairs (DAERA). The data in the report is based on quarterly returns made to WasteDataFlow, a web-based system, used by all local authorities throughout the UK to report on local authority collected municipal waste (LACMW). This publication provides information on local authority collected municipal waste from household and non-household sources and recycling and landfill rates in Northern Ireland. Headline figures are shown in the attached infographic with the full report available via the below link: https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-october-december-2020
3.0	**Main Report**
3.1	**Key Points:** • Northern Ireland's councils collected 255,810 tonnes of waste during October to December 2020 which was 9.2 per cent higher than the same three months in 2019. • During October to December 2020, 47.3 per cent of waste collected by councils was sent for recycling, 1.6 per cent lower than the recycling rate for October to December 2019. • The landfill rate for waste collected by councils recorded a new low of 23.3 per cent in October to December 2020, a fall from 75.4 per cent in October to December 2006 and from 24.1 per cent during October to December 2019.

- More than a quarter (26.4 per cent) of waste arisings were sent for energy recovery in October to December 2020, compared to 23.8 per cent in October to December 2019, and 0.5 per cent during the same quarter in 2009.

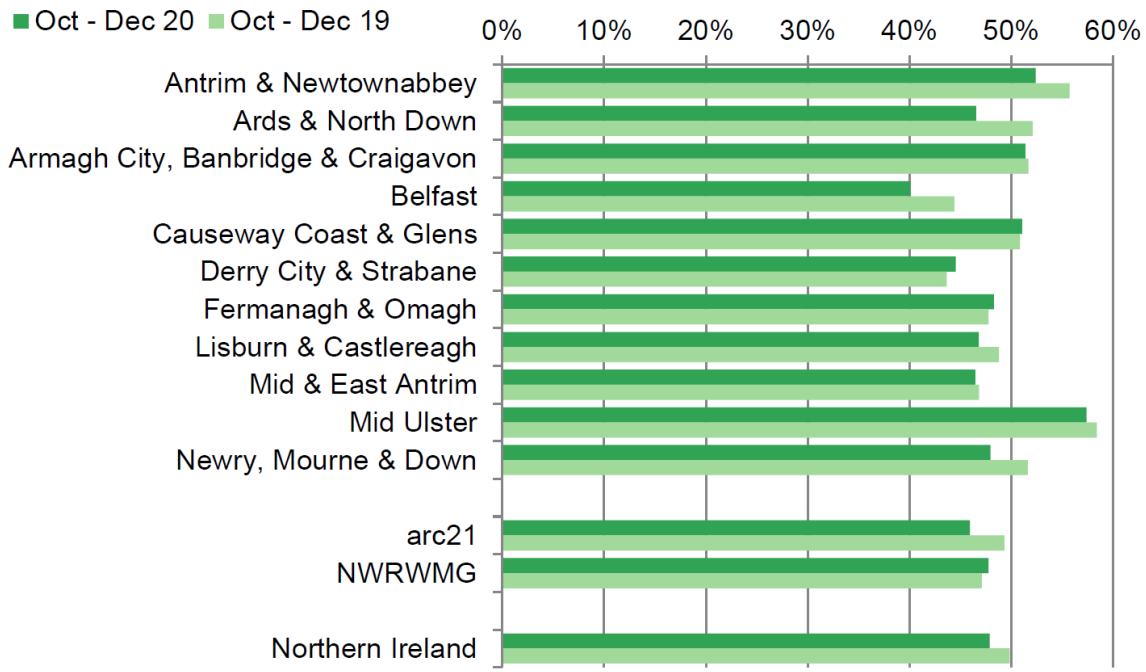
- Household waste accounted for 89.3 per cent of all waste collected during this period.

- The recycling rate for household waste was 47.9 per cent, down from 49.8 per cent in October to December 2019. The landfill rate for household waste was 23.2 per cent, a fall from 23.8 per cent compared to the same quarter last year.

3.2 **Waste to Recycling**:

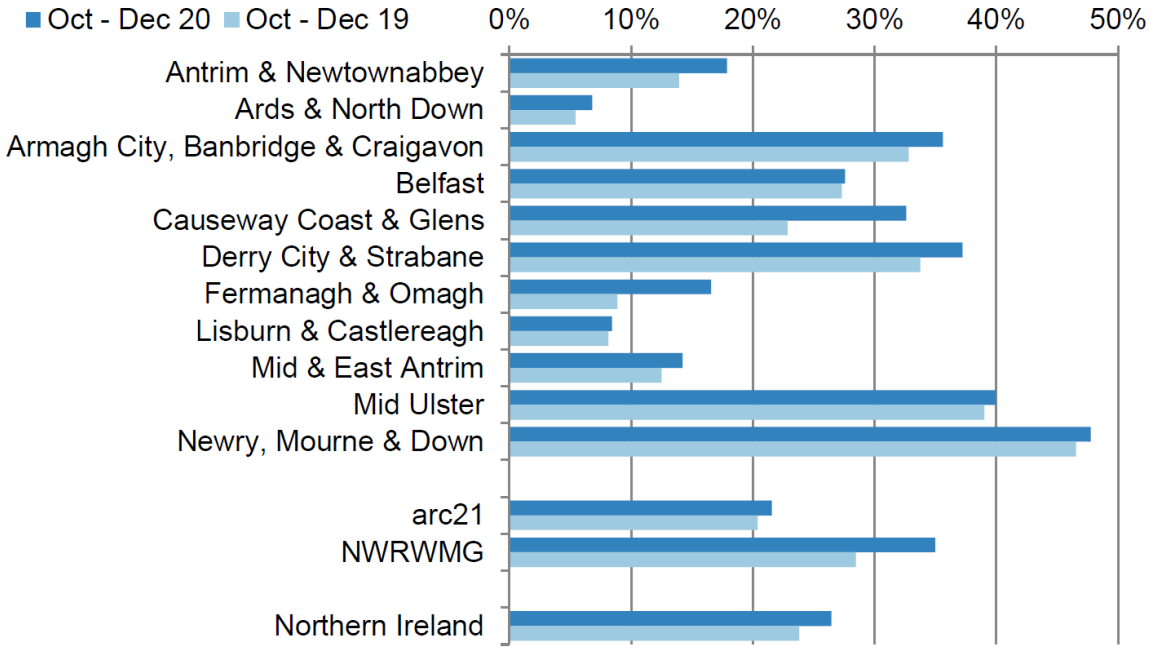
There were 121,058 tonnes of waste sent for preparing for reuse, dry recycling and composting between October and December 2020. The waste recycling rate was 47.3 per cent. This was a decrease of 1.6 percentage points on the 49.0 per cent of waste sent for recycling between October and December 2019.

Most Councils (as illustrated in the below graph) reported decreased household recycling rates compared to July to September 2019. **However, Mid Ulster once again achieved the highest recycling rate of all eleven Councils for the quarter, recycling 57.4 per cent of household waste:**



3.3 **Waste to Energy**

Between October and December 2020, 67,623 tonnes of waste arisings were sent for energy recovery. This gave a waste energy recovery rate of 26.4 per cent, higher than the 23.8 per cent rate reported for the same period in 2019. In each year, the majority was mixed residual waste with a smaller proportion from specific streams, e.g. wood. Mid Ulster had the second highest energy recovery rate at 40.0 per cent (as illustrated in below graph):

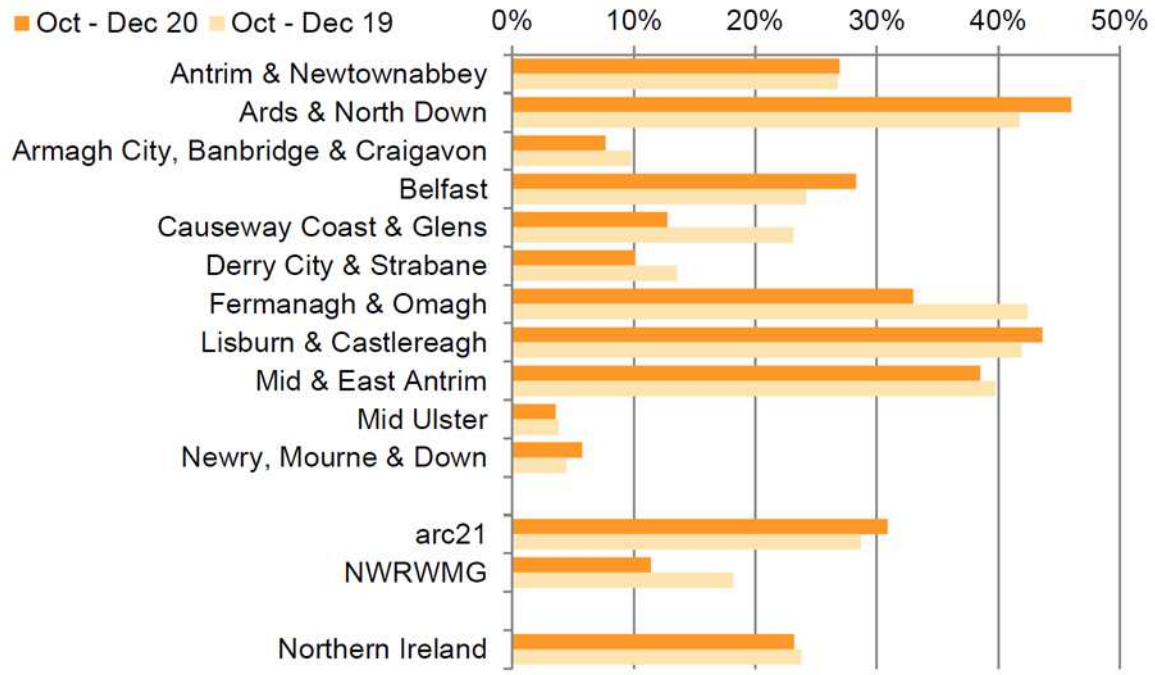


3.3

Waste to Landfill:

The quantity of municipal waste sent to landfill increased by 5.7 per cent, from 56,488 tonnes during October to December 2019 to 59,683 tonnes between October and December 2020. This gave a quarterly landfill rate of 23.3 per cent for October to December 2020 which was lower than the 24.1 per cent recorded during the same quarter of 2019. The latest quarterly landfill rate for household waste only is 23.2 per cent, a further reduction on the 23.8 per cent recorded during the same three months of 2019.

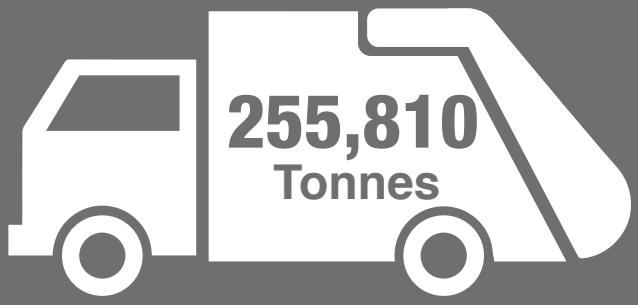
Mid Ulster achieved the lowest landfill rate of all eleven Councils for the quarter, landfilling only 3.6 per cent of household waste (as illustrated below):



	The landfill rate has now reached its lowest ever level for October to December. The long term trend has seen the October to December household waste landfill rate fall consistently from 73.5 per cent in 2006 to 23.2 per cent recorded in 2020. Note that the landfill rate exhibits seasonality and the April to June and July to September quarters tend to have lower rates than October to December and January to March. The seasonality stems from the higher level of compostable garden waste arising during spring and summer.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Failure to meet statutory waste targets could result in infraction proceedings and fines.
	Human: A significant amount of time is spent by the Recycling Officers in gathering, collating, and submitting the necessary data for quarterly WasteDataFlow returns.
	Risk Management: Failure to meet waste targets would result in reputational damage.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	**Recommendation(s)**
5.1	Members are asked to note the performance of the Council as outlined in this report.
6.0 6.1	**Documents Attached & References** Local Authority Collected Municipal Waste Infographic Q3 2020-21.

Waste Collections by NI Councils
October to December 2020

Waste collected by NI Councils



Recycling

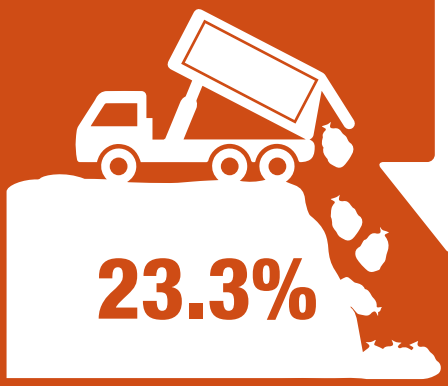
47.3%

down from **49.0%**

Oct - Dec 2019

Recycling, energy recovery and landfill rates of LAC municipal waste
October to December 2020
compared to
October to December 2019.

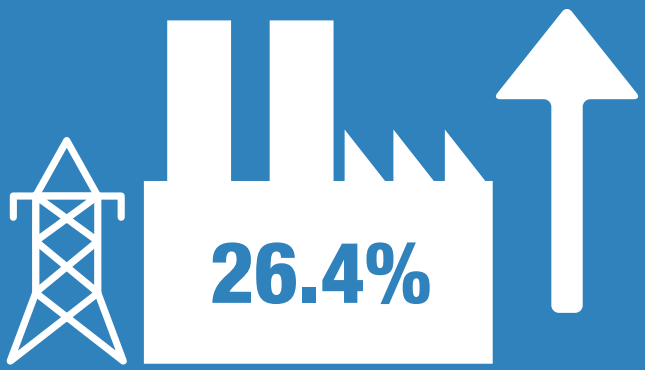
Landfill



down from **24.1%**

Oct - Dec 2019

Energy Recovery



up from **23.8%**

Oct - Dec 2019

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

Department of
Agriculture, Environment and Rural Affairs
www.daera-ni.gov.uk

NIEA Northern Ireland Environment Agency
www.daera-ni.gov.uk

Report on	Mid Ulster Big Spring Clean 2021
Date of Meeting	11th May 2021
Reporting Officer	Mark McAdoo, Head of Environmental Services
Contact Officer	John Murtagh

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

1.0	**Purpose of Report**
1.1	To update members on the Mid Ulster Big Spring Clean Campaign 2021.
2.0	**Background**
2.1	Keep Northern Ireland Beautiful (KNIB) promotes the annual Big Spring Clean, which is Northern Ireland's biggest volunteer clean up. The Big Spring Clean supports local community clean-ups across all 11 council areas in Northern Ireland. It is open to schools, community groups and businesses wishing to rid their streets of litter/rubbish. The aims of the annual Big Spring Clean are as follows: • To raise awareness of the problems that litter causes in our local area in a fun and practical way. • To improve the quality of our local environment by physically removing litter from our local, schools, parks, roadsides and public places. While promoted by KNIB, The Big Spring Clean is supported in the main by Councils, which provides the equipment via the loan of litter pickers and provision of refuse bags as week as well as the collection and dispose of the rubbish that the local volunteers collect.
3.0	**Main Report**
3.1	As with most things in 2021 the annual Spring Clean Campaign has been affected by Covid19 lockdown and restrictions howvever this did not deter local groups from organising hugely successful, socially distanced clean ups throughout the district.
3.2	The annual Big Spring Clean has always been a hugely successful event in Mid Ulster but until last year it was in the main undertaken by local schools and youth groups. However, last year with the implementation of the first lockdown more and more people were spending more time outdoors in their local environment leading to an increased awareness of the levels of litter in our public places, roads and hedgerows. This in turn lead to a dramatic increase in clean ups organised through local community groups and sporting clubs.
3.3	We found ourselves in lockdown again from the start of the year and once again the local community groups and sports clubs have been out in force. From the start 2021 through to the end of April 50 community clean ups involving approximately 5,000 volunteers were facilitated by the Council and as a result of those clean ups we estimate over 5,000

bags of rubbish and various other miscellaneous items such as tyres and domestic white goods have been collected from our local towns, roadsides and countryside.

3.4 In most cases the Council helped facilitate the local clean ups by loaning the groups litter pickers, providing bags and removing the rubbish collected for disposal.

3.5 Encouragingly, this year has seen a number of new community clean up events in areas that have not previously participated which shows that the message is spreading and more and more local communities are taking action to combat litter in their local area.

3.6 Clean ups ranged in size from small groups of concerned residents living in specific areas or estates, cleaning an area close to them, to large community events organised by local community associations, sports clubs or local interest groups.

3.7 A list of the groups/areas which have participated so far this year is shown below:

Name of Group/Area	Name of Group/Area	Name of Group/Area
Sperrin Intergrated	The Rock GAA	Derrlaughan/ Washing Bay
Ballymaguigan GAC	Spires Integrated PS	Eglish Cross Community Group
Newbridge & Derrygarve	Curragh Young Farmers	Galbally & Cappagh
Cathy Conway - The Loup	Mid Ulster Greens	Derry Tresk GAC
An Carn	Ballinderry	Quarry Lane
Watty Grahams	Arboe GAC	Drummurrer / Annaghaboe
St. John's GAC, Swatragh	Ballyronan	Fianna, Coalisland
Big Screen Clean	Pomeroy	Augher
Clooney Road, Residents	Mid Ulster Community Support Network	Killary Lane
Desertmartin PS	Stewartstown GAC	Errigal Cairan
Desertmartin GAA	Coagh Community	Killesshil Community Centre
Lissan GAC	Kildress GAC	Brackaville GAA
Ballyronan Road, residents	Burnvale Community Association	Pete Murray - Tamnamore
Bann Valley CA	Beechway Cookstown	Clogher GAA
Lavey	Cookstown Fr. Rocks	Dernaght Hilltop Hyland Dancers
Loup	Moneymore	Leckagh Neighbourhood
Rossas GAC, Magherafelt	Dominic Molly - The Moy	

4.0 Other Considerations

4.1 Financial, Human Resources & Risk Implications

Financial: The cost of supplying refuse bags and disposing of the waste/litter collected.

Human: Some staff time in coordinating the various activities across the district and collecting the rubbish collected by the various groups.

Risk Management: All groups taking part were advised to conduct their own risk assessments and to ensure that all persons taking part were equipped with the appropriate PPE (the Council had no responsibility or liability for any incident arising)

4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: The opportunity to participate in a clean-up was open to all throughout Mid Ulster District.
	Rural Needs Implications: Clean ups are especially welcome in rural areas where littering is a particular problem.
5.0	**Recommendation(s)**
5.1	Members are asked to note the content of this report and success of Big Spring Clean.
6.0	**Documents Attached & References**
6.1	Selection of social media posts and photos from the various clean ups that took place.

Well done to St Treas GFC, Ballymaguigan on a successful #BigSpringClean! What a fantastic community response. The Council was delighted to support this super effort by loaning litter pickers, providing bin bags and collecting the rubbish afterwards. If you want to follow this great example and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132. Remember to send photos of your clean up to recycling@midulstercouncil.org so we can profile them on our social channels. 👏 #ThankYou

For more information on Big Spring Cleans, go to: bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful

St Treas GFC, Ballymaguigan

2 March ·

St. Trea's GFC Ballymaguigan would like to take this opportunity to thank each and every person who came out to help on Sunday. It was great to see such a huge c... **See more**

1,664	44	
People reached	Engagements	Boost Unavailable

Another successful #BigSpringClean at the weekend organised by C.L.G Watty Graham, An Gleann! Well done to everyone who got involved, the fantastic results speak for themselves! The Council was delighted to support this super effort by loaning litter pickers, providing bin bags and collecting the rubbish afterwards.

If you want to follow this great example and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132. Remember to send photos of your clean up to recycling@midulstercouncil.org so we can profile them on our social channels. 👏 #ThankYou

For more information on Big Spring Cleans, go to: bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful

The #BigSpringClean results just keep coming! Well done to everyone who got involved with the latest pick by Ardboe O'Donovan Rossa, who spent yesterday out and about - the pics below speak for themselves! The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish today.

If you want to follow this great example and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132.

Remember to send photos of your clean up to recycling@midulstercouncil.org so we can profile them on our social channels. 👏 #ThankYou

For more information on Big Spring Cleans, go to: bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful

Not to be beaten, Ballinderry Parish Tidy-up have completed their own #BigSpringClean this weekend past. Boys and girls (of all ages) clubbed together to keep Ballinderry beautiful - such great results as you can see from the pics below!

We were pleased to loan litter pickers, provide bin bags and collect the rubbish that resulted. If you want to follow the example of this committed community and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132.

Remember to send photos of your clean up to recycling@midulstercouncil.org so we can profile them on our social channels. 👏 #ThankYou

For more information on Big Spring Cleans, go to: bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful
Christine Mcflynn

There was more #BigSpringClean success over the weekend! Thank you to Ballinascreen GAC, and everyone who volunteered to help achieve these great results! The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish today.

If you want to follow this great example and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132.
#ThankYou 👏

For more information on Big Spring Cleans, go to:
bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful

And the #BigSpringClean success just keeps going! Thank you and well done to all those who took part in the Ballyronan Community Litter Pick at the weekend. What a great result! The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish today.

If you want to follow this great example and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132.
#ThankYou 👏

For more information on Big Spring Cleans, go to:
bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful Christine Mcflynn

There was more #BigSpringClean success across #MidUlster over the weekend with the Council supporting 6 great efforts on Saturday and Sunday!

The Big Spring Cleans took place at Derrylaughan/Washingbay, Eglish, Pomeroy, Desertmartin, Lissan and Bann Valley.

Thank you and well done to all the volunteers who took part and contributed to the great success of the 6 clean ups. The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish in each area.

If you want to follow this great example and organise a Big Spring Clean in
your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132. #ThankYou 👏

For more information on Big Spring Cleans, go to:
bit.ly/BigSpringClean21

Pomeroy Plunketts GAC Pomeroy People & Place Derrylaughan Kevin Barrys GAC Washingbay Centre Bann Valley Community Group Desertmartin GAC An Eaglais Naomh Pádraig St. Michael's GAC Lissan Live Here Love Here Keep Northern Ireland Beautiful

There was more #BigSpringClean success across #MidUlster over the Easter weekend with the Council supporting another 5 great clean-up operations!

The Big Spring Cleans were brilliantly organised by Mid Ulster Community Support Network, Stewartstown Harps GFC, Galbally and Cappagh, Doire Treasc Fir an Chnoic, and Quarry Lane.

Thank you and well done to all the volunteers who took part and contributed to the great success of the 5 clean ups. The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish in each area.

If you want to follow this great example and organise a Big Spring Clean in
your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132. #ThankYou 👏

For more information on Big Spring Cleans, go to:
bit.ly/BigSpringClean21

Community Support Network Cookstown Mid-Ulster Community Support Network Public Group Galbally Community Centre Derrytresk Community Live Here Love Here Keep Northern Ireland Beautiful

This weekend saw the busiest weekend of #BigSpringClean activity to date, with the Council supporting another 7 great clean-up operations across #MidUlster!

The Big Spring Cleans were brilliantly organised by Erin's Own Lavey GAA, The Loup, O'Donovan Rossa GAC Magherafelt, Coagh Community Group, Drummurrer and Annaghaboe, Fianna Oileán an Ghuail CLG and Tullymeadow and Augher.

Thank you and well done to all the volunteers who took part and contributed to the great success of the 7 clean ups. The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish in each area.

If you want to follow this great example and organise a Big Spring Clean in
your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132. #ThankYou 👏

For more information on Big Spring Cleans, go to:
bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful Christine Mcflynn Malachy Quinn Tully Meadow Community Garden & Men's Shed

The #BigSpringClean success continued at the weekend with the Council supporting another 2 great clean-up operations in #MidUlster!

The brilliantly organised Big Spring Cleans took place at Kildress and Killary Lane.

Thank you and well done to all the volunteers who took part and contributed to the great success of the clean ups. The Council was delighted to support this amazing effort by loaning litter pickers, providing bin bags and collecting the rubbish in each area.

If you want to follow this great example and organise a Big Spring Clean in your area, please email john.murtagh@midulstercouncil.org or call 03000 132 132. #ThankYou 👏

For more information on Big Spring Cleans, go to: bit.ly/BigSpringClean21

Live Here Love Here Keep Northern Ireland Beautiful Kildress Wolfe Tones

Report on	Environmental Services Improvement Plan for 2021/22
Date of Meeting	11th May 2021
Reporting Officer	Mark McAdoo, Head of Environmental Services
Contact Officer	Mark McAdoo, Head of Environmental Services

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

1.0	**Purpose of Report**
1.1	To inform members of the content of the annual Service Improvement Plan (SIP) for Environmental Services for 2021/22.
2.0	**Background**
2.1	The Environmental Services Service Improvement Plan for 2020/21 was presented to the Environment Committee meeting in July 2020. A new Service Improvement Plan for Environmental Services for 2021/22 is therefore now required.
3.0	**Main Report**
3.1	Environmental Services is currently part of the Environment and Property Directorate and is responsible for the provision and management of the following services/facilities: • *Refuse and Recycling kerbside collections (domestic and commercial)* • *Recycling Centres (civic amenity sites)* • *Waste Transfer Station/Facilities* • *Landfill Site Management/Aftercare* • *Delivery of waste related capital projects* • *Waste recycling, treatment and processing* • *Bulky waste collections* • *Removal of fly tipping and abandoned vehicles* • *Street/road cleansing and litter bins* • *Environmental Education and Awareness* The Service Improvement Plan for 2021/22 includes the following details/sections: • *Purpose, scope and responsibilities of the service* • *Customers and stakeholders* • *Overview of performance in 2020/21* • *Budget and staffing complement for 2021/22*

	• *Service Work Plan for 2021/22* • *Service contribution to Council Corporate Improvement Objectives* • *Risk management of service* A full copy of the Service Improvement Plan for 2021/22 is attached as appendix.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: The planned actions within the Service Improvement Plan will be delivered within the annual Environmental Services revenue budget of £12m which accounts for approximately 30% of the Council's total annual budget for 2021/22.
	Human: A total of 214 employees (excluding casual and agency staff) work within Environmental Services which equates to around a third of the total workforce.
	Risk Management: The SIP includes a summary of the main risks facing the Service in 2021/22.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: The SIP includes a section on equality.
	Rural Needs Implications: Relevant policies will be screened as necessary.
5.0	**Recommendation(s)**
5.1	Members are asked to note the contents of this report and Service Improvement Plan
6.0	**Documents Attached & References**
6.1	Environmental Services Service Improvement Plan for 2021/22

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Environmental Services

SERVICE PLAN – 2021/22

CONTENTS

SECTION	TITLE	PAGE NUMBERS
1.0	**OVERALL PURPOSE & SCOPE OF THE SERVICE**	
1.1	Purpose and scope of the service	2
1.2	Responsibilities	3
1.3	Customers & Stakeholders	3
1.4	Performance Overview in 2020/21	4
2.0	**IMPROVING OUR SERVICE AND MANAGING PERFORMANCE – 2021/22**	
2.1	Budget – 2021/22	4
2.2	Staffing Complement – 2021/22	5
2.3	Service Work Plan – 2021/22	6-16
3.0	**OUR STATUTORY CONSIDERATIONS: RURAL NEEDS AND RISK**	
3.1	Equality Duty	17
3.2	Rural Needs Duty	17
3.3	Risk	18-19

1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE

1.1. Purpose and Scope of the Service

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

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

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

The vehicles/plant currently used in the delivery of Environmental Services are as follows:

- 36 No. 26 tonne refuse collection vehicles (including 7 No One Armed Vehicles)
- 3 No. 32 tonne hook lift/big bite waste transfer vehicles
- 3 No. 18 tonne refuse collection vehicles
- 3 No. 7.5 tonne refuse collection vehicles
- 5 No. 15 tonne mechanical sweepers
- 6 No. 2.5-5 tonne mechanical sweepers
- 5 No. 7 tonne vans
- 18 No. <3.5 tonne vans
- 5 No. telehandlers
- 2 No. wheeled excavators
- 2 No. shunters

1.2 Responsibilities

Environmental Services is responsible for the following functions/activities:

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

1.3 Customers & Stakeholders

Key customers and stakeholders for Environmental Services are as follows:

- All district householders (approx. 55,000 No)
- Commercial/trade customers
- Elected representatives i.e. Councillors/MLAs/MPs
- Local community groups/schools
- Housing/resident associations
- Central Government Departments e.g. DAERA/NIEA
- Northern Ireland Housing Executive
- Trade Union representatives
- Health and Safety Executive
- Other Council departments/staff

1.4 Performance Overview in 2020/21

The following table provides a summary and the impact made by last years' Service Plan:

2020/21 Performance Objectives/Overview:	End of Year Progress Status: Completed/Commenced/Other
1. To manage recovery of service delivery following disruption by Covid19 pandemic	Completed
2. To recycle/compost at least 58% of our household waste	Completed (highest recycling rate of all eleven Councils in N Ireland)
3. To restrict the amount of household waste landfilled to no more than 5% of the total	Completed
4. To award a capital works contract for the extension of Magherafelt Recycling Centre	Commenced (contract approved at Environment Committee on 13/04/21)
5. To undertake a tree planting scheme at the former landfill site at Magheraglass	Completed
6. To achieve environmental regulatory compliance for Fivemiletown HWRC	Completed
7. To obtain ISO45001 H&S accreditation for Drumcoo Waste Transfer Station/HWRC	Commenced (accreditation delayed due to Covid19)
8. To complete public consultation and implement revised Waste Collection Policy	Completed
9. To obtain Final Business Case approval for six Council Materials Recycling Facility	Completed
10. To award new medium term contracts for recycling and waste management services	Completed

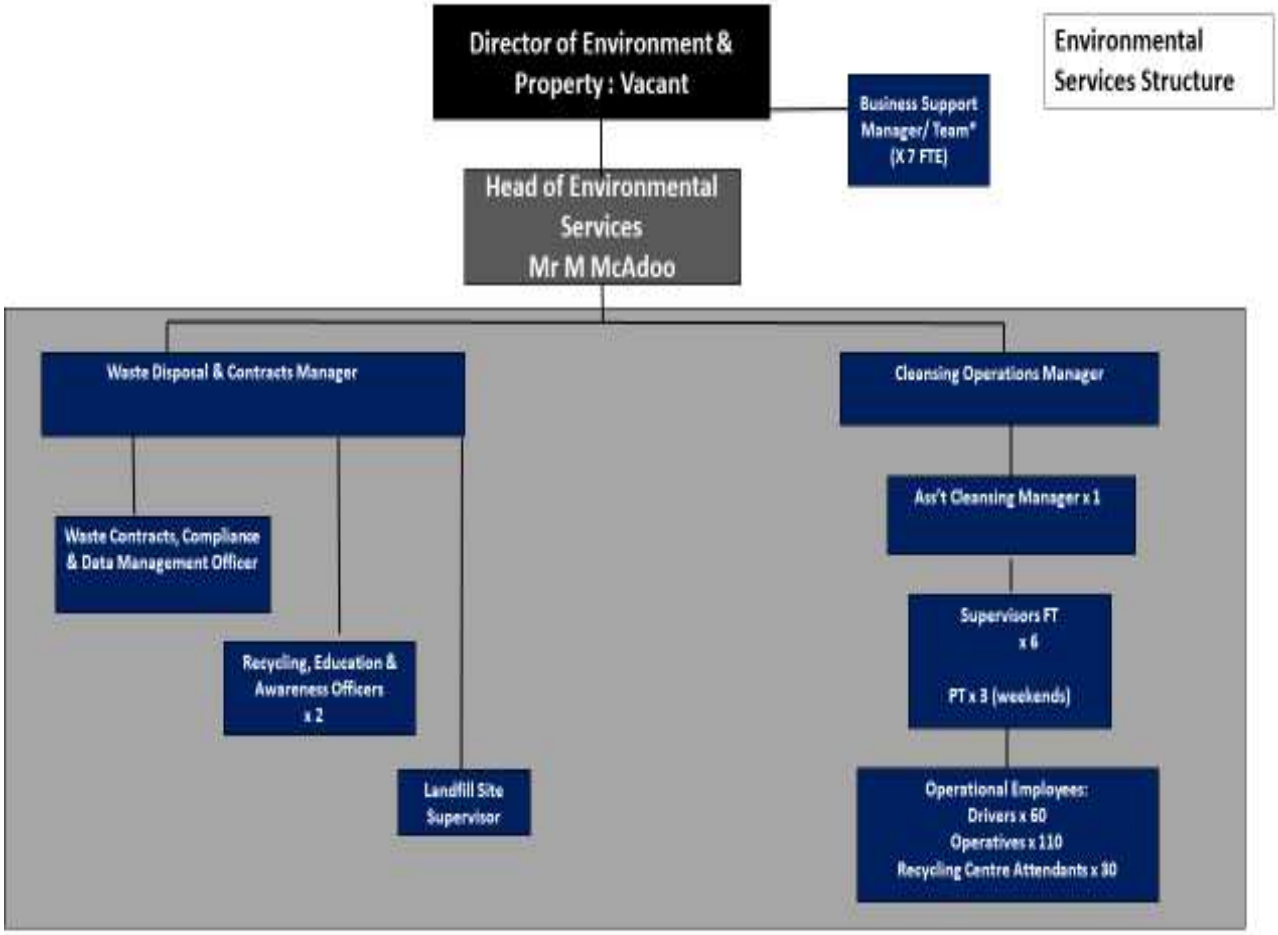
2.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE – 2021/22

The following tables confirm the resources, financial and people, which the Service has access to throughout 2021-22 to deliver its actions, activities and core business.

2.1 Budget 2021/22

Service Budget Headings	£
Waste Recycling, Treatment and Processing	£6.3m
Refuse and Recycling Collection	£2.6m
Street and other Cleansing	£1.7m
Recycling Centres (including 2 No. waste transfer stations)	£0.8m
Landfill Sites (including 1 No. waste transfer station)	£0.4m
Environmental Education/Awareness	£0.2m
Budget for 2021-22	**£12m**

2.2 Staffing Complement – 2021/22



Post	Number
Head of Service	1
Managers	3
Officers/Supervisors	10
Recycling Centre Attendants (including Waste Plant Operatives)	30
Drivers	60
Refuse, Recycling and Street Cleansing Operatives	110
Total	**214***

*Excludes agency and casual employees

2.3 SERVICE WORK PLAN 2021/22

Service Objective (What do we want to achieve?):	**1. To manage recovery of service delivery following disruption by coronavirus pandemic**
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.	*Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Ensure continued/safe delivery of essential kerbside refuse collection including staggered start/finish times in depots, use of agency and redeployed staff, installation of vehicle cab partitions and hired vehicles for social distancing purposes (at significant additional cost to normal service delivery) • Reintroduce summer opening hours for Recycling Centres • Introduce online payments for purchase of wheeled bins (inc. delivery) to reduce public visits to the three Council depots	Apr –Sept 2021	**MMcA**	• Employee exposure to virus infection limited • No public health implications from non-collection of waste • Reduction in fly-tipping	• Refuse collection service performing as normal • Recycling Centres operating as normal (on pre Covid) opening hours • Majority of wheeled bin purchased made online

Service Objective (What do we want to achieve?):	2. To recycle/compost at least 59% of household waste collected during the year
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children	*Environment: 4.1 We will continue to reduce our dependency on landfill through waste reduction and increased recyling and recovery.*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Optimised collections of kerbside residual, dry recyclable and compostable waste every fortnight (on alternate weeks) to include expanded coverage/use of One Armed Collection Vehicles (OAVs) in rural parts of the district • Operation of network of Recycling Centres/Transfer Stations • Delivery of Recycling Environmental Education Programme	Apr 2021 – Mar 2022	**MMcA**	At least 42,500 tonnes of household waste recycled or composted by 31st March 2022	• Quarterly returns (WasteDataFlow) • Quarterly/annual waste statistics NIEA reports

Service Objective (What do we want to achieve?):	3. To restrict the amount of household waste sent direct to landfilled to no more than 4%
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children	*Environment: 4.1 We will continue to reduce our dependency on landfill through waste reduction and increased recyling and recovery.*

What **Service Development/Improvement** will we undertake in **2021/22 (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Optimised collections of kerbside residual, dry recyclable and compostable waste every fortnight (on alternate weeks) to include expanded coverage/use of One Armed Collection Vehicles (OAVs) in rural parts of the district • Operation of network of Recycling Centres/Transfer Stations • Delivery of Recycling Environmental Education Programme	Apr 2021 – Mar 2022	**MMcA**	No more than 3,000 tonnes of household waste sent to landfill by 31st March 2022	• Quarterly returns (WasteDataFlow) • Quarterly/annual waste statistics NIEA reports

Service Objective (What do we want to achieve?):	4. To deliver a contract for the extension/refurb of Magherafelt HWRC & Transfer Station
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children	*Environment: 4.1 We will continue to reduce our dependency on landfill through waste reduction and increased recyling and recovery.*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Revise programme of works with appointed contractor • Agree phasing of works so as to minimise facility closure • Implement/advertise alternative arrangements for site users • Manage delivery of project in conjunction with ICT team • Claim capital funding (£895k) from DAERA by stated deadline	July 2021 – Dec 2021	**MMcA**	• Modern/split level enhanced facility • Improved traffic management • Better waste segregation on site • Improved levels of recycling/composting • Increased customer satisfaction	• Quarterly returns (WasteDataFlow) • Quarterly/annual waste statistics NIEA inspections/reports • Capital project delivery with time and budget • Customer feedback

Service Objective (What do we want to achieve?):	5. To undertake a major tree planting scheme at the closed landfill site at Tullyvar
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children	*Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.*

What **Service Development/Improvement** will we undertake in **2020/21? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Contractor to complete tree planting on closed landfill site • Various species (approx. 8,800 stems c/w guards) to be planted over 4.4 hectares • 100% funding to be claimed from DAERA Forest Expansion Scheme	June 2021	**MMcA**	• Reduced maintenance and leachate on site • Potential community/ recreational resource • Contribution to climate change with reduced carbon emissions • Compensatory planting for other schemes	• Number of trees planted/ established on site • Related reduction in carbon emissions (one tonne of CO2 saved per six trees planted)

Service Objective (What do we want to achieve?):	6. To achieve environmental regulatory compliance for Coalisland Recycling Centre
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children	*Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Complete ground investigation survey • Undertake tender/procurement exercise for appointment of contractor to install interceptor and complete works on site • Obtain P&R approval for release of reserves and Environment Committee approval to award contract • Contractor to complete site work (facility closed for duration) • Submit application for new discharge consent to NIEA WMU	May 2021 – December 2021	**MMcA**	• No pollution from site • Improved site infrastructure e.g. repairs to surfacing • Compliance with regulatory consents	• Monitoring results from Water Management Unit • Inspection reports from NIEA Waste Licensing

Service Objective (What do we want to achieve?):	7. To obtain ISO45001 H&S accreditation for Drumcoo Waste Transfer Station and HWRC
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 5.1 Vibrant & safe Communities - We are a safer Community	*Service Delivery: 2.2 We will invest in our people to create a customer-focused, purposeful, skilled, high performing, engaged, healthy and safe work space.*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Facilitate Stage 2 site visit/audit by external surveillance auditor • Address any non-conformances and implement corrective actions identified during external audit process	Apr – Dec 2020	**MMcA**	• Improved safety facilities on site • Reduction in site accidents/incidents • Enhanced reputation as exemplar facility	• Site accreditation • Receipt of certification

Service Objective (What do we want to achieve?):	8. To review and revise the Council's statutory Waste Management Plan (WMP)
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.	*Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Review existing Joint WMP in conjunction with WRAP • Procure external support to revise chapters of the WMP • Undertake public consultation exercise if deemed necessary • Consider potential to produce one overarching WMP for NI	April 2021 – March 2022	**MMcA**	• Compliance with the requirements of the Circular Economy Package (CEP) • Compliance with requirements of Waste and Contaminated Land Order (NI) 1997	• Existing WMP reviewed • New WMP determined by DAERA

Service Objective (What do we want to achieve?):	9. To engage with the Strategic Investment Board (SIB) on key regional collaborative waste projects (as lead Council)
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.	*Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Undertake economic appraisal in conjunction with SIB on proposed eleven Council Strategic Waste Management arrangements for Northern Ireland (as approved at Environment Committee in December 2020) • In relation to the Full Business Case (FBC) for proposed six Council Materials Sorting and Recycling Facility (MSRF): engage project support from SIB to prepare a report on the project management structure required to deliver the MSRF and progress the terms of reference required to establish a Joint Committee as part of the necessary governance framework required to support and deliver the project (as approved at Environment Committee in March 2021)	Dec 2021	**MMcA**	• Greater collaboration on waste management work across N Ireland • Enhanced regional co-operation on key waste management project(s) • Ability to deal with market uncertainty • Increased transparency • Sufficient long term capacity for recyclates	• Economic Appraisal completed/approved for eleven Council Strategic Waste Management Arrangements • Interim arrangements in place to progress six Council MSRF project to pre-contract stage

Service Objective (What do we want to achieve?):	10. To award new medium term contracts for recycling and composting of waste streams
Link to Community Plan Theme:	**Align to Corporate Plan Theme**
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.	*Environment: 4.1 We will continue to reduce our dependency on landfill through waste reduction and increased recyling and recovery.*

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• Award new contracts for the collection, processing and processing of kerbside collected mixed dry recyclable material, biowaste and garden waste from Recycling Centres • Engage in collaborative procurements with NWRWMG and other Councils • Resolve any outstanding contractual mediation/disputes	April 2021 – December 2021	**MMcA**	• Value for money to be demonstrated/proven • More budget certainty • Reduced risk of legal procurement challenge	• New contracts awarded

Performance Measures: *Should include any measures as outlined in work above and relevant measures from Community, Corporate, Performance Improvement Plan, Statutory, Corporate Health Indicators etc.*	Is the Measure, Statutory, Corporate, Existing, or New?	2018/19	2019/20	2020/21	2021/22 Target/Standard
The percentage of household waste collected by district councils that is sent for recycling (including waste prepared for reuse) [Household waste is defined in Article 2 of the Waste & Contaminated Land (NI) Order 1997 (a) and the Controlled Waste and Duty of Care Regulationjs (NI) 2013(b)]	Statutory (Local Government indicators and Standards) Order (Northern Ireland) 2015 W1	56%	58%	TBC	59%
The amount (tonnage) of Biodegradable Local Authority Collected Municipal Waste that is landfilled. [Local Authority collected Municipal Waste is defined in section 21 of the Waste Emissions Trading Act 2003 (c)]	Statutory (Local Government indicators and Standards) Order (Northern Ireland) 2015 W2	5,687 tonnes	1,505 tonnes	TBC	16,932 tonnes (based on final scheme year 2019/20 target)
The amount (tonnage) of Local Authority Collected Municipal Waste Arisings. . [Local Authority collected Municipal waste arisings is the total amount of local authority collected municipal waste which has been collected by a district Council]	Statutory (Local Government indicators and Standards) Order (Northern Ireland) 2015 W3	78,672 tonnes	79,645 tonnes	TBC	N/A

3.0 OUR STATUTORY CONSIDERATIONS

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

3.1 EQUALITY DUTY

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

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

3.2 RURAL NEEDS DUTY

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

3.3 RISK MANAGEMENT OF SERVICE

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

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

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

This table illustrates the risks identified to deliver the Services business in 2021-22

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Risk of employees contracting Covid19 viral infection	9	Social distancing measures in HWRCs and depots e.g. staggered start/finish times for refuse collection Installation of partition/screens in vehicle cabs Hire/use of vans to reduce numbers in vehicle cabs to no more than 2 (loaders following refuse vehicles) Use of PPE and increased hygiene i.e. hand-washing.
2.	Failure to meet statutory waste management targets	6	Statutory quarterly reporting of recycling and landfill diversion performance to NIEA via the online Waste Data Flow system (confirms statutory recycling and landfill diversion targets have been achieved). Network of Recycling Centres (11 No.) and Waste Transfer Stations (3 No.) in operation across district Annual Recycling and Environmental Education Programme delivered across local schools, community groups etc. including themed campaigns.

3.	Environmental pollution incident as a result of managing three landfill sites e.g. from leachate, landfill gas etc.	6	Environmental monitoring contract and pollution insurance cover in place. Technically competent staff on site Landfill gas collection systems in place at all three sites (for flaring and/or production of electricity) Progressive capping/closure of landfill sites
4.	Fraud, bribery or theft	6	Monitoring of online CCTV at waste management facilities and on vehicle cameras systems as required. Pre-payment system at three main Recycling Centres to reduced receipt/handling of cash at relevant sites.
5.	Failure to deliver waste related capital projects on time and within budget	9	Utilisation of suitably qualified and experienced consultants to assist with project delivery Regular risk reduction meetings held on site
6.	Inadequate Health and Safety systems and processes in place leading to injury to employee or member of the public.	9	Health and Safety risk assessments in place for all activities including refuse route risk assessments Range of statutory and other health and safety training provided for all operatives and drivers
7.	Legal/procurement challenge in relation to the award of a major contract	9	Undertake regular procurement training/briefings Access legal advice and guidance in a timely manner

Report on	Property Services Service Improvement Plan 2021/22
Date of Meeting	11th May 2021
Reporting Officer	Terry Scullion, Head of Property Services
Contact Officer	Terry Scullion, Head of Property Services

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

1.0	**Purpose of Report**
1.1	To inform members of the content of and to seek approval for the annual Service Improvement Plan (SIP) for Property Services for 2021/22.
2.0	**Background**
2.1	The Property Services Improvement Plan for 2020/21 was approved at the Environment Committee meeting in July 2020. A SIP for the new financial year (2021/22) is now required.
3.0	**Main Report**
3.1	Property Services is part of the Environment and Property Directorate and is responsible for the following function areas across Mid Ulster District Council: • Property/Asset Management and Maintenance • Compliance and Energy Management • Fleet Management and Maintenance • Cemeteries (Operational and Historical) • Grounds Maintenance • Off Street Car Parking • Public Toilets
3.2	The Service Improvement Plan includes the following areas: • Purpose, scope and responsibilities of the service • Customers and stakeholders • Overview of performance in 2020/21, and challenges remaining • Indicative Budget and staffing complement for 2021/22 • Work plan for 2021/22 (linked to Corporate Improvement Objectives) • Key service Risks

3.3	A full copy of the Service Improvement Plan is attached in Appendix 1.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: The planned actions within the Service Improvement Plan will be delivered within the Service budget when confirmed for 2021/22, and any other Council funds as approved to delivered services, subject to impacts Covid 19 has on delivery.
	Human: As per the current Property Services staffing structure, taking account of the Covid 19 pandemic, and current interim management arrangements, required to successfully deliver all the service improvements as outlined.
	Risk Management: As detailed in the attached Service Improvement Plan, and including ongoing delivery challenges as a result of Covid 19 pandemic.
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None
	Rural Needs Implications: None
5.0	**Recommendation(s)**
5.1	Members are asked to note the contents of this report and to approve the Property Services Service Improvement Plan for 2021/22.
6.0	**Documents Attached & References**
6.1	Appendix 1 – Property Services Improvement Plan for 2021/22.

Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Property Services (Environment & Property Services)

SERVICE PLAN - 2021 / 22

CONTENT

SECTION	TITLE	PAGE NUMBER
	Foreword	
1.0	**OVERALL PURPOSE & SCOPE OF THE SERVICE**	
1.1	Purpose and scope of the service	**3**
1.2	Responsibilities	**3**
1.3	Customers & Stakeholders	**4**
1.4	Performance Overview in 2021/22	**5**
2.0	**IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2021/22**	
2.1	Budget - 2021/22	**7**
2.2	Staffing Complement – 2021/22	**7**
2.3	Service Work Plan – 2021/ 22	**9**
2.4	Risk Management of Service	**23**
3.0	**OUR STATUTORY CONSIDERATIONS**	
3.1	Equality Duty	**25**
3.2	Rural Needs Duty	**25**

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Foreword

At the start of 2020, Northern Ireland faced the spread of the global Covid-19 pandemic, which in turn has impacted on the way, Mid Ulster District Council delivers its services to communities. The Council's initial response was to protect frontline services, support the vulnerable in the community and ensure continuity of services.

On the Council's road to recovery and reinstatement of services, we have established 'Recovery Activities' that will enable the Council to learn from the impacts that Covid 19 caused, i.e. the new and emerging challenges that services face and the opportunities that have emerged from new ways of working. These 'Recovery Activities' will support the Council's Corporate Plan and this Service Plan will also support the delivery of these higher level objectives and associated outcomes for the residents of the District.

To make sure that we are transparent in what we are aiming to achieve, there is a series of activities outlined within the Service Plan. It should be noted, that it is proposed, that this will be a dynamic service plan, in light of Council's ongoing response to the Pandemic, reflecting the changing context within which it has been developed. Any changes that need to be made to the service plan (i.e. new actions added, or actions removed) will be reported to the Director of the Department as well as being reported as part of our 'business as usual' performance monitoring activity through committee papers during 2021/22.

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1.0 OVERALL PURPOSE AND SCOPE OF THE SERVICE

1.1. Purpose and Scope of the Service

Property Services is part of the Environment and Property Directorate. Staff are located across Council depots and other Council locations. The service is responsible for the following functions across Mid Ulster District Council area:

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

1.2 Responsibilities

The section is specifically responsible for the following functions:

- Processes and procedures in relation to asset management, building maintenance and repair services of Council properties, including structural, preventative, reactive maintenance, minor works, and emergency works that may arise.

- Compliance activities to ensure works and services enable Council to meet statutory and regulatory requirements in relation to its Building and Assets, including Safety, Energy Management, Asset management and inspections, Asbestos, and Legionella management.

- Management, maintenance, replacement and disposal of the Council's fleet, including compliance with Council's Fleet Operator's Licence (Goods Vehicles Licensing of Operators Act (NI) 2010) requirements.

- Management and administration of Customer focused Cemeteries service, ensuring that all legal statutes are complied with in the Council's active, and historical cemeteries.

- The development, delivery and maintenance of quality grounds maintenance and horticultural services across Council sites, public amenities, towns and villages.

- Management, development and performance monitoring of Council's Off Street Car Parks

- Front end service delivery of key amenities including Public Toilets and Maghera Walled Garden

- The provision and management of third party contracts, services and supplies to deliver an efficient and responsive service to internal and external Client services, and facilities.

1.3 Customers & Stakeholders

Customers & Stakeholders
• Elected members
• Council staff/Internal Client Services
• Trade Union representatives
• Ratepayers/Public
• Central Government (e.g. Transport NI, DfI, DfC, etc)
• Third party Contractors and service providers
• Clergy/Undertakers/Funeral Directors
• Awards/Accreditation bodies (e.g. NI Amenity Council, Tidy Towns, OHSAS 45001)
• Community groups (e.g. Horticultural & Regeneration groups)
• Other Councils/groups (e.g. Energy Manager's Forum, NI Grounds & Park Forum, TAG NI, Logistics UK, ROSCPG, etc)

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1.4 Performance Overview in 2020/21

The Covid-19 pandemic has been one of the most significant challenges that Mid Ulster District Council has ever faced. It has required sudden and dramatic changes to the way we work, as Councillors and officers. The previous year has saw Council hold fast with front line service delivery and the section below outlines; our response during 2020 to 2021 i.e. what we achieved, the remaining challenges, and how our service made a difference.

2020/2021 Performance Response/ Overview (What we achieved- Measured Activities)	**End of Year Progress Status: Activity was - Completed /Commenced/ Other**
• Research the application and introduce a trial of alternative fuelled Vehicles/Diverse Plant into Council's Fleet	Commenced and ongoing - orders placed for two electric vehicles
• Implement a GPS Mobile asset Tracking and Garage Management System	Commenced – procurement complete and Council approval obtained
• Continued Implementation of Community led Public Convenience Provision (Year 2 of 3)	Commenced – APC agreements terminated
• Completion of Council's Estate Strategy	Progress delayed due to Covid 19
• Implement new Cemetery Rules, Regulations and Memorial Safety Programme •	Complete
• Develop and implement an alternative operational delivery model structure for the Grounds, Building and Fleet Maintenance services.	Complete
• Implement and Review a "Pay on Foot Model" pilot scheme in one Council owned Off Street Car Park by March 2021. •	Commenced - implementation delayed due to Covid 19
• Research and Develop a Carbon Management Plan during 20/21 and 21/22	Commenced - baselining work ongoing

Challenges:	
• Completion of a Council Estate Strategy and asset management plan, including a Carbon/Energy management plan to consider current, new and emerging issues associated with Climate Change	
• Availability of adequate budgets to ensure all aspects of essential maintenance and repair; improvement works; risk and increased maintenance requirements as a result of Council's Capital Programme can be fulfilled.	
• Recovery for Covid 19 service delivery impacts e.g. Implementation of Off Street Car Parking Pay on Foot pilot	
Service delivery during the pandemic:	
• Essential service delivery continued throughout the Covid 19 pandemic, in so far as practically possible for all service function areas with continued frontline delivery and support for internal client services across Council.	

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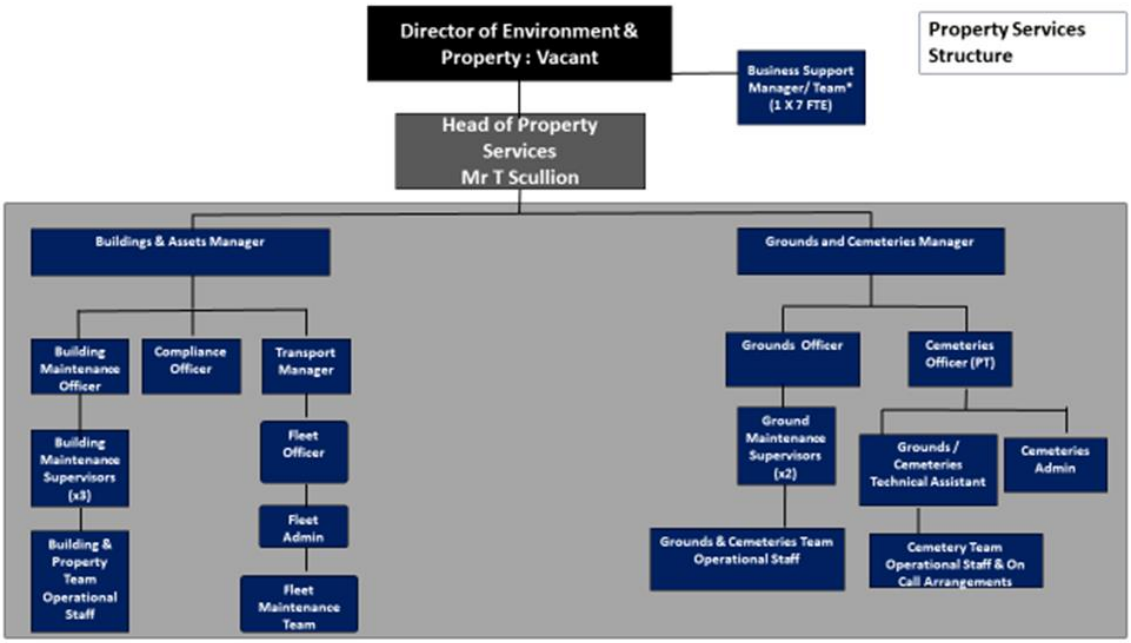
2.0 IMPROVING OUR SERVICE AND MANAGING PERFORMANCE - 2021/22

The following tables confirm the resources, financial and people, which the Service has access to throughout 2021-22 to deliver its actions, activities and core business.

2.1 Budget 2021/22

Service Budget Headings	£
Building Maintenance	1,636,398
Properties (Offices/Depots Utility & Energy)	431,014
Public conveniences	266,991
Vehicle Maintenance	1,712,906
Festive Lighting	23,141
Grounds Maintenance	1,590,397
Cemeteries	56,778
Off Street Car Parks	(280,485)
Property Services corporate cost	667,986
Net Budget for 2021-22 (TBC)	**6,105,611**

2.2 Staffing Complement - 2021/22



Following the retirement of the Director of Environment and Property in April 2021, the Chief Executive will manage the service as an interim arrangement until an organisation review of the Council's Structure at Director and Head of Service has been agreed.

Staffing	No. of Staff
Head of Service	1
Managers	3
Officers	5
Remaining Team	85
Total	**96**

As a result of Covid 19 a small number of staff from other directorates have been temporarily redeployed to assist Property Services and have not been included in these numbers

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2.3 Service Work Plan - 2021/22

This plan confirms the core activities and actions, which will form your Service Work Plan for 2021-22. This is a high-level capture of the Service activities as well as some improvement undertakings which the service will focus on throughout 2021-22. The Plan links to the Council's new 2020-2024 Corporate Plan priorities, Annual Corporate Improvement Plan Objectives, Corporate Indicators and Mid Ulster Sustainable Community Plan themes & outcomes:

SERVICE WORK PLAN 2021/22

Service Objective (What do we want to achieve?):	Research the application and introduction of alternative fuelled Vehicles/Diverse Plant into Council's Fleet (Year 2 of 3)			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 2.2 Infrastructure - We increasingly value our environment & enhance it for our children	*Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Deliver 21/22 Replacement Fossil Fuel Capital Fleet Programme (Plan 2019-2023): • Continue to purchase replacement of fossil fuel derived vehicles/diverse plant (fleet items) on an annual basis Schedule replacement vehicles/diverse plant based on age and application. • Conduct regular benchmarking exercises with other companies/organisations in "next" practice green vehicle replacement programmes/ diverse plant /green technologies in order to reduce emissions (both GHG emissions and air pollutants) from vehicles used (e.g. electric, hydrogen fuel cell, etc) • Draw up annual procurement schedule (review green fleet criteria – whole life cost modelling)– include scope, requirements, budgets etc. • Maintain asset/disposal register (e.g. auction items etc.) as per policy/protocol • Staff learning and development familiarisation programme/guidance materials in place for new fleet items • Review and revise Capital programme plan	March 2022	PC SO'N BW	Minimise environmental impact and carbon footprint of Council's own activities	Number of fleet items replaced against annual plan Benchmarking exercises completed by Q2 Procurement Schedule complete Q1 Asset/disposal register updated by Q3 Staff learning and development in completed Whole life costs analysis undertaken

Conduct audit and develop baseline Fossil fuel Usage Baseline Report on Fleet/diverse plant: • Monitor the impact of the reduction of fossil fuelled (e.g. Diesel and Petrol powered) on Council operational vehicles/diverse plant • Consumption and usage of fossil fuel can be measured using fuel consumption reports and expenditure – • Monthly monitoring reports produced • Report compiled brought through SMT to committee	March 2022	PC SO'N	Recognition Council's carbon footprint through fossil fuel usage .	Audit complete and Baseline Report produced by Q4 Annual Review Fossil Fuel Programme completed by Q4 12 Monthly fuel reports produced

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Purchasing up to two alternative fuel vehicles/diverse plant in year, and annually over the remaining years of the replacement programme. • Benchmark (time series) fuel usage reports • This is subject to continued affordability post COVID-19, and easement of government public procurement exercises at this time. •	March 2022	PC SO'N	Reduction in the Councils carbon foot print through less fuel usage.	Two alternative fuel vehicles/diverse plant purchased Production of time series annual Fuel Usage Reports

Service Objective (What do we want to achieve?):	Implement a GPS Mobile asset Tracking and Garage Management System			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 2.1 Infrastructure - We are better connected through appropriate infrastructure	*Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Maintain current Masternaut GPS tracking system available in legacy Cookstown vehicles/diverse plant.	Annually	SON BW	Partial tracking & monitoring of the fleet	Cookstown Vehicles/diverse plant and GPS tracking reports
Maintain current Supatrak system is present in some Refuse Collection vehicles and is used for operational management of the fleet on a day to day basis.	Annually	SON BW	This enables tracking and monitoring of the fleet in part only.	Partial tracking fleet report
Maintain current management of the garage and its operations utilising manual and a paper based system in order to maintain compliance.	March 2022	SON BW	Regulatory compliance	Regular paper based productivity reports.

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Implement the recently procured GPS fleet tracking system with garage software to ensure all assets are tracked and maintained as per Council's Fleet Operator Licence. (This is subject to adequate budget provision, affordability and easement of government restrictions) • Develop associated implementation plan for new GPS tracking system • Develop associated implementation project plan for Garage software system • Develop associated learning and development and communication plans for staff regarding new software systems	December 2021	PC SO'N	This GPS system will enable real time fleet analytics and performance reporting Efficient, real time and compliant electronic garage performance management system.	Baseline no of current assets tracked and non –tracked Number of assets fully tracked Two project plans in place Learning and Development /guidance materials in place and completed

• Run, test and pilot systems • The introduction of asset tracking and garage software will enable real time fleet analytics on fleet compliance and maintenance Procurement exercises post COVID-19.				GPS and Electronic Garage maintenance systems go live by Q3 .

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Service Objective (What do we want to achieve?):	Continued Implementation of Community led Public Convenience Provision (Year 2of 3)			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.	*Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Maintain current management plans (schedules) of the existing public conveniences across the district to ensure they are clean and safe for users with limited available budget provision for operation and maintenance.	Ongoing	PC CMcG	Safe, clean and accessible provision will be obtained - affordability.	% of actions delivered against current public convenience plans
Seek alternative provision in Aughnacloy, Stewartstown and Tobermore following Council agreement in March 2020.	Ongoing	PC CMcG	Reduce cost of public toilet provision in the medium to long term	Alternative provision in plans for Aughnacloy, Stewartstown and Tobermore identified
In COVID 19 public toilet provision has experienced temporarily closure in 20/21 Increased financial resources are required for additional cleaning of shared surfaces and managing social distance compliance.	Ongoing	PC CMcG	Council provision available for public use, albeit with increased short term closures for cleaning.	No. days of public convenience closure against baseline days availability

What **Service Development/Improvement** will we undertake in **2020/21? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Implementation of the second year of a three year phased plan to increase Community led toilet provision by: • Increase community led toilet provision by 10% from current baseline. • The roll out further community led provision action plan • Will be promoted and implemented via the Building and Assets team, subject to affordability post COVID-19.	March 2022	PC CMcG	Public conveniences provision will be delivered or provided by the community.	10% increase in community led toilet provision % of actions delivered against 2021 - 2022 phased plan Reduction in the number of Council owned public toilets.

Service Objective (What do we want to achieve?):	Cemetery Development and Memorial Safety Programme			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 4.2 Health & Wellbeing - We have better availability to the right service, in the right place at the right time.	*Service Delivery: 2.1 We will improve services for our citizens through the development and delivery of an innovation agenda*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Management and administration of Cemeteries service, ensuring that all legal statutes are complied with in the Council's active, and maintenance of historical cemeteries. To include • Active cemeteries operating with specific COVID-19 restrictions for burials. • Plans for physical works to create medium term burial provision in Forthill and Polepatrick Cemeteries. • Memorial safety inspections fully complete in active and historic burial grounds. • Condition surveys completed for all historic burial grounds, including those with old ruins • Limited administration of historic burial grounds	March 2022	EM KF	Service continuity, with ongoing COVID restrictions. Readily available burial plots for sale A record of memorial stability for action Consistent rules and regulations across Council's cemeteries that can be implemented. Improved governance and control	100% Burials in accordance with the law Increased burial capacity for a minimum of five years in current burial sections Number of memorials repaired and correspondence issued to known deed holders. Cemetery Rules and regulations implemented and promoted Improved control of burials, and safety controls implemented on site.

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
To promote and enhance Memorial Safety by: • Issuing follow up letters and exhaust all other means of communicating with deed holders/families where a memorial is in need of repair. • Council to undertake repair if a deed holder can't be contacted or is no longer alive, subject to affordability. • in the inspection programme that ensures Council meet its legislative responsibility & that its burial grounds are safe places to work and visit	October 2021.	EM KF	Safe memorial space for cemetery visitors and workers.	Baseline (214For 2021) number of memorials in need of repair in year Number of follow up letters to deed holders where memorials in need of repair issued in year Number of Council repairs undertaken where memorials in need of repair subject to deed holder status To make safe/repair the 214 memorials that have been identified inspection programme.
To increase the burial capacity in Forthill (approx. 1,366 plots) and Polepatrick (approximately 148 plots) including landscaping, improved parking, lighting, etc, subject to Capital funding	December 2021	TS PC DB EM KF	Immediately available supply of plots for a minimum of 5 years in advance Update current burial provision records and capacity in all operational cemeteries	Burial provision extended by over 1,500 plots, and graves tagged Updated burial provision maps for operational cemeteries and burial capacity projections completed by Q3

Service Objective (What do we want to achieve?):	Develop a Community engagement programme for Maghera Walled Garden			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 4.1 Health & Wellbeing - We are better enabled to live longer healthier & more active lives	*Communities: 5.1 We will open up & sustain accessible pathways to participation in leisure & outdoor rec activities which enhance health & well-being by providing hi quality, accessible facilities in local communties & thru programmes tailored 4 community*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
To promote access and health/wellbeing use of Maghera Walled Garden by: • Continued maintain and upkeep for public enjoyment • Enhanced engagement with community stakeholders its application as a community garden, including establishment of a 'Friends of Maghera Walled Garden' and volunteering opportunities • Consider its accessibility throughout the year for all stakeholders • Marketing and promotion of the garden and its environs • To retain Green Flag status	October 2021	EM DB	Sustained and increased site throughput; and structured stakeholder engagement	Structured engagement with and support local stakeholder group and volunteers Agreed roles and responsibilities of the "Friends of MWG" by Q2. Develop and agree a Maghera Walled Garden Volunteer opportunities/roles Annual Marketing and Communications plan in place by Q2

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Establish a Friends of MWG and volunteer base with a structure programme of activities for local community stakeholders	December 2021	EM DB	Regular and structured engagement and participation in the garden	Friends of MWG group established by December 2021

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Service Objective (What do we want to achieve?):	**Implement and Review a "Pay on Foot Model" pilot scheme in one Council owned Off Street Car Park by October 2021.**			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 1.3 Economic Growth - Our Towns & Villages are vibrant & competitive	*Economy: 3.5 We will have a prioritised, sustainably resourced programme of capital investment supporting the enhancement of facilities for local people & contributing to the regeneration of the district.*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Provision of a smarter technology platform that protects existing parking revenue streams by providing customer with a reliable, accessible, easy to use and flexible parking solution. • Funding secured and procurement complete to implement a Pay on Foot car park trail at Central Car Park, Magherafelt but delayed by COVID -19. • Due to COVID 19 there has been reduced income from car parks and enforcement in place.	October 2021	TS EM	Enhanced customer digital first parking solution	Pilot 'Pay on Foot' Off Street Car Park Operating Model launched by October 2021 Pilot impact analysis report brought to committee by March 2022

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**

Service Objective (What do we want to achieve?):	Research and Develop a Carbon Management Plan during 20/21 and 21/22			
Link to Community Plan Theme:	**Align to Corporate Plan Theme**			
CMP 2.1 Infrastructure - We are better connected through appropriate infrastructure	*Environment: 4.4 We will work to mitigate against impacts of climate change by taking steps to reduce our carbon emissions as an organisation.*			
What are the key 'Business as Usual' activities we will deliver (actions):	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
• DEC's assessments and certificates produced annually for buildings in Council's estate based on historical energy consumption data • A number of M&E (Mechanical and Electrical) condition reports completed for key buildings and action plans for continued or alternative fuel use (e.g. Biomass, Gas, Oil, etc) • LED lighting replacement schemes implemented were feasible, and subject to affordability	Ongoing	PC EMcD	Enhanced awareness of high consuming energy systems and opportunity for improvement	DEC' (Display Energy Certificate) completed by July 2021 Baseline no of building in Council estate in year Baseline no. of condition reports to date. No of condition reports undertaken in year. Capital funding bid for sustainable energy improvements made by January 2022. No. of LED replacement schemes undertaken in year

What **Service Development/Improvement** will we undertake in **2021/22? (actions):**	**By When (Date?)**	**Lead Officers(s)**	**What difference will it make? (Outcomes/outputs)**	**How Will we Know? (Measures)**
Conduct an audit and develop a Carbon Baseline Report on Council properties and assets including • Undertake an audit of all 6 number of Council properties/assets by December 2021 • Undertake a PESTLE and SWOT anaylais, identify gaps/issues at hand in order to consider legislative and environmental compliance with current or future organisational needs, • Set up monitoring/assessments of the impact of emissions, fossil fuels consumption and energy usage from a renewal source, • Idendify and establish Carbon reduction mitigation measures across service function areas • Conduct Research/benchmark exercise with other industry/sector models by Dec 2021, • Engage with local gas providers by Dec 2021, • Engage with and update with other internal stakeholders/colleagues in relation to carbon reduction by service report/findings through attendance "Environmental Impacts" working group • Report compiled brought through SMT to committee	February 2022	PC EMcD EM SO'N	Recognition Council's carbon footprint through fuel usage and mitigation measures .	Audit complete and Baseline Report produced by Q3 . PESTLE and SWOT analysis completed by Q4 Develop monitoring arrangements Council properties ref impact of : • Emissions • Fossil fuel consumption • Energy usage • Renewal source Carbon reduction mitigation measures plan by function developed by Benchmark exercise undertaken by Q3 Undertake regular engagement/attendance (virtual ect) with Environemtnal Impacts working Group meetings. SMT report developed by Q4

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2.4 RISK MANAGEMENT OF SERVICE

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

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

This table illustrates the risks identified to deliver the Services business in 2021-22.

Risk Ref Number	Description of Risk	Risk Rating	Mitigation Activity
1.	Compliance and Risk in terms of statutory asset compliance and energy management	**8**	Statutory compliance planned through Alcumus Maintenance management system and development of maintenance plan
2.	Potential failure to manage and exploit assets by failure to utilise asset or poorly maintain	**8**	Computerised asset management and maintenance information system continuing to be populated
3.	Management of Active and Historic Cemeteries	**8**	Cemetery rules and regulations to be developed through a new Council Policy
4.	Procurement of Services, Contracts, consumables, and stock items to aid alignment of third party providers in compliance with procurement policy and governance	**9**	Service work plan developed and being actioned in conjunction with Procurement, audit and finance teams
5.	Fleet Management, compliance with MUDC's Operator's licence and Transport Management Undertaking	**9**	Transport Manager appointed and officer undergoing on the job training, mentoring and support
6.	Sufficient revenue and capital budget provision to maintain an growing estate and maintain demands of Council's Capital Programme	**8**	Annual budget pressures identified, and provisional capital commitment for large estate maintenance requirements

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

3.0 OUR STATUTORY CONSIDERATIONS

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

3.1 EQUALITY DUTY

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

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

3.2 RURAL NEEDS DUTY

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

Report on	Building Control Workload
Date of Meeting	11th May 2021
Reporting Officer	William Wilkinson

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

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

3.1	**Workload Analysis**	**April 2021**	**Accumulative 2021/21**
	Total number of Applications	**230**	**230**
	Full plans applications received	**73**	**73**
	Building Notices applications received	**144**	**144**
	Regularisation applications received	**13**	**13**
	Estimated value of works submitted	**£12,575,730**	**£12,575,730**
	Number of inspections carried out by Building Control Officers	**650**	**650**

	Commencements Domestic Dwellings Domestic alterations and Extensions Non-Domestic work	**162** **58** **91** **13**	**162** **58** **91** **13**
	Completions Domestic Dwellings Domestic alterations and Extensions Non-Domestic work	**104** **34** **62** **8**	**104** **34** **62** **8**
	Property Certificates Received	**164**	**164**

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.

4.0 Other Considerations

4.1 Financial, Human Resources & Risk Implications

Financial: Within Current Resources

Human: Within Current Resources

Risk Management: None

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

Significant Developments March/April 2021

Applicant	Location of Development	Details of Development	Estimated value of development
Trustees of Edendork Primary School	153 Killymeal Road, Cullion, Dungannon.	Erection of New School (Floor Area 2083 m2) B.C. fee - £14,221.51	£3,509,000
Valor Homes Ltd	Foxfield Park, Magherafelt.	Erection 13 Dwellings (Ave Floor Area 150m2) B.C. fee - £2,981	£1,238,500
Annagh Social Farm CIC	6 Glencrew Road, Aughnacloy. .	Change of use from farmhouse/farm outbuildings (including extension) to a semi-independent care facility (Extension Floor Area 222m2) B.C. fee - £5,597.51	£1,044,473
N & R Devine	Gallion Glen, Cookstown. .	Erection of 9 Dwellings (Ave Floor Area 125m2) B.C. fee - £2,284	£718,185
PK Murphy Ltd	Larden Place & Gardens, Donaghmore. .	Erection of 5 Dwellings (Ave Floor Area 210m2) B.C. fee - £1,284	£666,750

Cookstown Credit Union	16/18 Burn Road, Cookstown. .	Erection of Offices (Floor Area 500m2) B.C. fee - £3,190	£550,000

Report on	Entertainment Licensing Applications
Date of Meeting	11th May 2021
Reporting Officer	William Wilkinson

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

1.0	**Purpose of Report**
1.1	To update Members on Entertainment Licensing applications across Mid Ulster District Council.
2.0	**Background**
2.1	The Council has responsibility for licensing places of entertainment in accordance with The Local Government (Miscellaneous Provisions) (NI) Order 1985.
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.
3.0	**Main Report**
3.1	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. Each application is accompanied by the following documentation: 1 A current Fire Risk Assessment detailing the following: (a) means of escape from premises (b) management responsibilities for day to day safety aspects (c) details of review on an annual basis The fire risk assessment submitted is audited by the inspecting officer. 2 Electrical certification is required for the following: (a) General electrical installation (b) Emergency lighting system (c) Fire alarm system 3 Details of current public liability insurance for premises

	4 Copy of public advertisement in local press
3.2	Following the application for the Grant/Renewal of an Entertainment Licence being submitted and validated, an inspection is carried out to ensure that the premises are in compliance with all relevant guidance and legislation. Areas which would be inspected are as follows: 1. Means of escape from the venue i.e. Final Exit Doors and Easy Opening Devices are satisfactory and escape routes are free from obstruction etc. 2. All floor, wall, and ceiling coverings are in compliance and in good condition. 3. All firefighting equipment are correctly positioned and serviced as required. 4. The general condition of the premises is satisfactory. 5. All management documentation is in place.
3.3	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.
4.0	**Other Considerations**
4.1	**Financial, Human Resources & Risk Implications**
	Financial: Within Current Resources
	Human: Within Current Resources
	Risk Management: None
4.2	**Screening & Impact Assessments**
	Equality & Good Relations Implications: None

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

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

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
C O'Neill	Clonoe Community Centre Bar and Lounge	93 Washingbay Road Coalisland	Annual	Monday To Sunday From: 11.30 To: 02.00	568
D & L Salley	Salley's Bar and Lounge	86 Moore Street Aughnacloy	Annual	Monday To Sunday From: 11.30 To: 01.00	200
MUDC	Hill of O'Neill and Ranfurly House - Towers and Good Weather Space	26 Market Square Dungannon	Annual	Monday to Sunday From: 08.00 To: 02.00	3850
C O'Neill	Clonoe Commumnity Centre Main Hall	93 Washingbay Road Coalisland	Annual	Monday To Sunday From: 11.30 To: 02.00	600
B McAnenly	The Auction Rooms	24 The Square Moy	Annual	Monday To Sunday From: 11.30 To: 01.00	262

Appendix 1

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
F Hall	Royal British Legion	54b Scotch Street Dungannon	Annual	Monday To Wednesday From: 18.00 To: 23.30 Thursday From: 15.00 To: 22.30 Friday From: 17.00 To: 23.00 Saturday From: 12.00 To: 23.00	150
H&T McGlone	Mary's Bar	10 Market Street Magherafelt		Monday To Saturday From: 11.30 To: 02.00 Sunday From: 12.30 To: 24.00	560

Appendix 1

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours proposed	Max Number of Patrons
D Jardine	The Gas Works	7-13 Perry Street Dungannon	Annual	Monday To Thursday From: 11.00 To: 01.00 Friday and Saturday From: 11.00 To: 01.30 Sunday From: 12.00 To: 1.30	430
MUDC	Hill of O'Neill and Ranfurly House	26 Market Square Dungannon	Annual	Monday To Sunday From: 08.00 To: 02.00	1534

Appendix 2

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

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
F Brunt	St John's Parish Hall	Murley Road, Fivemiletown	14 Unspecified Days	14 unspecified days Monday to Sunday From: 09.30 To: 23.00
M Carolan	CRAIC Theatre	Dungannon Road, Coalisland	Annual	Monday to Sunday From: 09.00 To: 22.00
P Quinn	The Old Rectory	38 Trewmount Road, Dungannon	Annual	Monday To Saturday From: 11.30 To: 24.00

Name of Applicant	Name of Premises	Address of Premises	Type of Licence	Days and Hours Granted
R Molloy	Café No 47	47 Main Street, Donaghmore	Annual	Monday To Thursday From: 12.00 To: 20.00 Friday To Saturday From: 12.00 To: 23.00 Sunday From: 12.00 To: 20.00
B Ruddy	Rock St Patrick's GAC Community Hub	5-29 Tullyodonnell Road, Dungannon	14 Unspecified Days	Monday To Sunday From: 09.00 To: 01.00