



13 February 2024

Dear Councillor

You are invited to attend a meeting of the Environment Committee to be held in The Chamber, Dungannon and by virtual means at Council Offices, Circular Road, Dungannon, BT71 6DT on Tuesday, 13 February 2024 at 19:00 to transact the business noted below.

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

Yours faithfully

Adrian McCreesh
Chief Executive

AGENDA

OPEN BUSINESS

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

Matters for Decision

- | | | |
|----|---|---------|
| 5. | Consultation on Reforming the Producer Responsibility System for Waste Electrical and Electronic Equipment (WEEE) | 3 - 22 |
| 6. | Bus Shelters Update | 23 - 40 |
| 7. | Street Naming and Property Numbering | 41 - 58 |
| 8. | Dfl Roads Proposal to Mid Ulster District Council – No waiting at any time restriction at Jockey Lane, Moy | 59 - 62 |

Matters for Information

| | | |
|-----|---|-----------|
| 9. | Minutes of Environment Committee held on 8 January 2024 | 63 - 72 |
| 10. | Bin Ovation Update | 73 - 88 |
| 11. | Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for July to September 2023 | 89 - 94 |
| 12. | Building Control Workload | 95 - 100 |
| 13. | Entertainment Licensing Applications | 101 - 120 |
| 14. | Dual Language Signage Surveys | 121 - 140 |
| 15. | Dual Language Signage Requests | 141 - 162 |

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

Matters for Decision

16. Sustainable NI Membership 2024/25
17. Tender for 3G Sports Pitch Maintenance
18. Electricity Supplies - Contract Extension 2024/25
19. Tender report for the appointment of Vehicle Suppliers

Matters for Information

20. Confidential Minutes of Environment Committee held on 8 January 2024
21. Capital Framework – ICT Contracts Update
22. Capital Framework – IST Contracts Update
23. Disposal/Sale of Assets - Fleet and Plant
24. Dual Language Signage Survey Update

| | |
|--------------------------|---|
| Report on | Consultation on Reforming the Producer Responsibility System for Waste Electrical and Electronic Equipment (WEEE) |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Mark McAdoo, Assistant Director: Environmental Services |
| Contact Officer | Karl McGowan, Waste and Sustainable Development Manager |

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

| | |
|------------|---|
| 1.0 | Purpose of Report |
| 1.1 | To seek approval for a consultation response on reforming the Producer Responsibility System for Waste Electrical and Electronic Equipment (WEEE). |
| 2.0 | Background |
| 2.1 | The Department for Environment, Food and Rural Affairs (DEFRA) is currently undertaking a UK wide consultation to seek views on reforms to the Waste Electrical and Electronic Equipment Regulations 2013, which are intended to drive up levels of separately collected WEEE for re-use and recycling. The Government wants to ensure producers and distributors of electrical and electronic products finance the full net cost of collection and proper treatment of products that end up as waste. The public consultation was launched on the 28 th December 2023 with a deadline for responses of the 7 th March 2024. |
| 2.2 | This consultation document sets out detailed proposals for reforms relating to the provision of collection infrastructure for household WEEE, financed by producers, of electrical and electronic equipment. It sets out detailed proposals for reforms to the take-back obligations that currently apply to distributors, i.e. retailers and online sellers. Finally, it sets out proposals to place new obligations on Online Marketplaces and on ensuring producers of vapes properly finance recycling costs when they become waste. The start of the rollout of the household waste collection system is anticipated from 2026, along with the other measures set out in the consultation document which can be accessed using the following link https://consult.defra.gov.uk/product-regulation-and-producer-responsibility/consultation-on-reforming-the-producer-responsibil/ |

| | |
|------------|---|
| 3.0 | Main Report |
| 3.1 | <p>WEEE Consultation Proposals The consultation sets out a number of proposals to drive up the levels of WEEE captured for re-use and recycling/ recovery to support a more circular economy and ensure all actors (producers, distributors and retailers both on-line and premises based) finance the full cost of collection and treatment of WEEE, in-line with the principles of Extended Producer Responsibility (EPR).</p> |
| 3.2 | <p>Policy Proposal 1 – Household Collections In order to increase the collections of WEEE from households, the government envisions a partnership style of arrangement, between local authorities and producers in order to deliver better collection of WEEE directly from households, for both smaller and more bulky items. However, the government are not proposing to mandate local authorities to establish a household collection service or to regulate how such a collection system might work. This partnership would be facilitated by a new body known as a Scheme Administrator (SA) who would match local authorities with Producer Compliance Schemes (PCS's) and manage effective communications to householders about the services available.</p> <p>Two sub-proposals are made under proposal 1:</p> <ol style="list-style-type: none"> 1. moving the point of producer responsibility from the local authority household waste and recycling centre to the home, by making the producers of electronic and electrical products responsible for financing kerbside collections of small household WEEE. It is anticipated that this new service will take the form of a regular collection rounds, which could be integrated with existing local authority kerbside collections. 2. addressing the collection of bulky WEEE by obliging producers (and distributors that do not provide take-back services) to cover the cost of collection typically provided by local authorities as a chargeable service. <p>Both of these new services would be free-of-charge to the householder, and by providing greater convenience would encourage more households to use the service, thereby improving the collection rates of all WEEE.</p> |
| 3.3 | <p>Policy Proposal 2 – Distributor Takeback In order to improve the existing distributor takeback system (DTS) and make it more convenient for householders to use, the government are proposing to strengthen the current DTS arrangements, whilst the policy proposals to improve household collections, set out in Policy Proposal 1 above, are developed and implemented.</p> <p>Since the beginning of 2021 all large retailers (i.e. those with an annual turnover of more than £100k) have had to provide a one-for-one, like-for-like takeback service on the sale of a new item, which meant that those retailers would no longer be able to discharge their takeback obligations via membership of a DTS.</p> <p>Five sub-proposals are made under proposal 2:</p> |

1. extending this obligation to on-line retailers and for all retailers to provide a free of charge collection on delivery service for large domestic appliances.
2. requiring on-line sellers with a turnover of more than £100k to offer takeback of unwanted equipment on a one-for-one, like-for-like basis in the same way as other retailers of physical stores have had to since 2021, (e.g. a delivery and collection service or drop-off points).
3. expanding the current retailer takeback obligation for retailers with a turnover of more than £100k to takeback any item, regardless of whether a purchase has been made, but this could be restricted to items that the retailer sells (e.g. a shop that sells lighting will not be obliged to takeback a toaster).
4. improving the communications by requiring retailers to inform consumers about the options available to them at the time of purchase, replacing the current requirement, which is to provide such information on demand.
5. incentivising retailers to innovate to collect more WEEE by moving the point of producer responsibility to the retailer's store, distribution centre or bulking point, which would remove the cost to retailers of moving the WEEE to a re-use or recycling centre.

3.4 **Proposal 3 – Online Retailers and Fulfilment Houses**

There has been an increase in electrical and electronic equipment (EEE) sold through on-line marketplaces over the last few years. Unlike producers of EEE, on-line marketplaces presently have no obligations under the WEEE regulations and the government proposes to close this loop-hole by introducing a new category of producer that will encompass on-line retailers, who will be required to register with a PCS, submit data and pay fees.

3.5 **Proposal 4 – Vaping Products**

The number of disposable vaping products has increased significantly in recent years and these are in scope of the current WEEE regulations. However, according to research from Material Focus out of 7.7 million single-use vapes sold every week in the UK, at least 5 million are being inappropriately disposed of, resulting in littering and the suspected cause of fires in the waste sector. Up to 80% of the materials within vapes can be recovered, but the cost of this compared to other WEEE is significantly higher (industry sources suggesting they lie between £13k to £20k per tonne for vapes compared to £35 to £27 per tonne for other items). Therefore, the government are proposing to introduce a new category for vapes to ensure that producers pay the full cost of their collection and recovery, thereby removing this disparity.

3.6 **Proposal 5 – System governance, Scheme Administrator and Performance Measures**

The current WEEE regime is a market based system under which producers meet the full cost of collection and disposal of WEEE. However, it is also a bureaucratic system with several organisations involved in various aspects, including 26 registered PCS, as well as three other organisations approved to operate the compliance fee, distributor take-back scheme and the PCS balancing system. The principles of Extended Producer Responsibility may be better met by the creation of a producer-led Scheme Administrator (SA), who would be responsible for managing and administering specific functions of the revised WEEE system on behalf of producers and other stakeholders. Such a model would be similar to that

proposed to establish a Deposit Management Organisation, which would administer the proposed deposit return schemes for drinks containers, which are being established across the UK. The SA could be involved in some or all of the following aspects of a reformed WEEE regime:

- managing the Producer Balancing system for household WEEE (and non-household if necessary).
- administration of a DTS (for use by those distributors who are not required under the new system to offer in store take-back).
- development and administration of a compliance fee methodology in consultation with all PSCs, for approval by government.
- providing evidence and forecasts of the likely household WEEE arisings – presenting recommendations to government to inform setting annual financial obligations placed on PCSs for household WEEE collections.
- eco-modulation, by supporting government on potential new measures.
- assessing and reporting on environmental performance of the future system against key performance indicators, with recommendations to government on measures to improve that performance.

Weight based targets are the current measure of success, but this approach has its drawbacks, as the success measure is based on tonnage placed on the market in a given year, this is especially problematic when the replacement item is lighter to the item being discarded. The government are seeking views on alternative performance measures, including regular sampling of WEEE in residual waste, the amount of WEEE in fly-tipped waste, consumer awareness of recycling/ reuse opportunities, and that these metrics reflect the individual performance of each nation of the UK.

3.7 A proposed response to the consultation is provided as an appendix. The Council is broadly supportive of the proposals as a method of boosting household recycling of Waste Electrical and Electronic Equipment. (WEEE) with the main implications on the Council outlined below:

Collection Responsibility:

- Introducing a UK-wide household waste collection system, financed by importers and manufacturers, may add to, or alleviate the burden on local authorities for collecting small and bulky electrical items, depending on how this is delivered. If the onus is with local authorities and kerbside collections are to be implemented, this must be on the basis of Full Cost Recovery.
- The obligation for sellers to remove old appliances while delivering replacement items could reduce the strain on local waste services to manage large domestic appliances through bulky waste collections.

Changes in Waste Flow:

- Expanding collections for WEEE to kerbside may alter the flow of waste from HWRCs to household collections.
- Strengthening take-back obligations for retailers and online sellers may increase the return of unwanted items, thereby reducing the amount taken to HWRCs and placed in kerbside residual bins.

| | |
|-----|--|
| 3.8 | <p>Financial Impact on Local Authorities:</p> <ul style="list-style-type: none"> If financing for the proposed household waste collection system primarily comes from importers and manufacturers, there may be reduced financial pressure on local authorities for this aspect of waste management. However, changes in waste flow and increased expectations for take-back obligations on retailers and online sellers might require adjustments in local waste management practices, potentially incurring additional costs. <p>Impact of Online Marketplaces and Vape Regulations:</p> <ul style="list-style-type: none"> The proposed obligations on Online Marketplaces and the requirement for vape producers to finance recycling costs may change the type and volume of waste handled by local authorities. New regulations aligned with "Creating a Smoke-Free Generation and Tackling Youth Vaping" may necessitate adjustments in waste management strategies to accommodate the disposal and recycling of vape-related items. <p>Timeline Considerations:</p> <ul style="list-style-type: none"> The anticipated rollout of the household collection system from 2026 may be ambitious as local authorities will need time to adapt their waste management infrastructure accordingly. <p>In summary, while the proposed reforms aim to shift responsibilities and financing away from local authorities for certain aspects of WEEE waste management, changes in waste flows and additional obligations may still have implications that require careful consideration and planning. However, the proposed reforms do not propose mandated separate collections by local authorities and while producer partnerships with local authorities are considered a cost-effective and efficient approach, there will be no constraints on producers concerning delivery partners.</p> |
| 4.0 | Other Considerations |
| 4.1 | <p>Financial, Human Resources & Risk Implications</p> <p>Financial: The consultation has no financial considerations at this time, however, the future proposals, if adopted, will almost certainly have financial implications to Council in terms of staff time, changes to operational waste services and waste contracts. However payments by PCS's may offset all or most of these additional costs.</p> |
| | Human: None |
| | Risk Management: None |
| 4.2 | <p>Screening & Impact Assessments</p> <p>Equality & Good Relations Implications: None</p> <p>Rural Needs Implications: None</p> |

| | |
|------------|--|
| 5.0 | Recommendation(s) |
| 5.1 | Members are asked to approve the proposed consultation response as provided. |
| 6.0 | Documents Attached & References |
| 6.1 | Proposed WEEE Consultation Response |

Consolidated list of questions

About you

1. What is your name?

Mid Ulster District Council

2. What is your email address?

karl.mcgowan@midulstercouncil.org

3. Which of the following best describes you?

- trade body or other business representative organisation
- electronic producer
- Producer Compliance Scheme
- distributor (including online marketplace)
- waste management company
- waste operator or re-processor
- exporter
- local government
- community group
- non-governmental organisation
- charity or social enterprise
- re-use or repair operator
- consultancy
- academic or research
- individual (ie not representing an organisation)
- other
- If you answered 'Other', please provide details

4. Would you like your response to be confidential?

- a. Yes
- b. No

5. If you answered 'Yes' to question 4, please briefly explain why you require your response to be confidential.

N/A

Increasing collections of waste electrical and electronic equipment from households

6. Do you agree or disagree that producers (and distributors that do not provide their own take-back services for electric and electronic goods) should finance collections of small WEEE (for example, toasters, small toys and tools), from households?

Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

7. Please provide any evidence you have to support your answer to question 6.

N/A

8. Recognising the need to balance frequency of service with efficiency, what frequency should a WEEE collection round be provided? Please select one of the following options:

- a. Weekly
- b. Fortnightly
- c. Monthly
- d. On demand

9. Please provide any evidence you have to support your answer to question 8.

Currently collections within Mid Ulster District are carried out of a fortnightly basis. The most efficient way of implementing a WEEE collection round would be to integrate this with the current recyclables bin collection.

10. Would there be benefit in providing for different arrangements to apply in different areas according to circumstances, for example, on demand in some areas and regular collection round in others? Please provide any evidence you have to support your answer.

No, within Mid Ulster a common collection system would be preferable.

11. What should items qualifying for this service be defined by:

- a. Weight
- b. Dimension

12. Please specify any products that, due to their properties, should be excluded from the small WEEE household collection service. Please provide evidence to support your answer

Items not able to fit within a standard 240l wheeled bin. Items larger than this could be accommodated by an on-demand bulky goods collection. Due to the health and safety implication batteries and light bulbs should also be excluded.

13. For any products listed in response to question 12, what measures should be put in place to drive up levels of their separate collection to minimise disposal in residual waste?

Drop off boxes at retailers and Household Waste Recycling Centres.

14. Do you agree or disagree that producers (and distributors that do not provide their own take-back services) should finance collection of large WEEE? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

15. Please provide any evidence you have to support your answer to question 14.

N/A

16. Do you agree or disagree that a producer-led Scheme Administrator, approved by government, is best placed to determine the most practical and efficient delivery mechanism to manage producer obligations to finance small and large WEEE collections from households? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

17. Please provide any evidence you have to support your answer to question 16.

N/A

18. Do you agree or disagree that the most efficient and cost-effective delivery of the obligation to provide a regular household collection service for small WEEE and bulky waste collections for large WEEE is likely to be achieved through partnerships between a Scheme Administrator and Local Authorities and their waste management partners? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

19. Please provide any evidence you have to support your answer to question 18.

N/A

20. If you answered agree to question 16, what, if any, safeguards might be necessary to ensure costs incurred by producers in meeting the WEEE household collection obligation are reflective of the actual costs of delivery through their service partners?

An agreed methodology should be used for the calculation of costs and claims for costs by service partners should be independently audited by the SA.

21. Do you agree or disagree with the analysis of this proposal set out in the accompanying Impact Assessment? Please select one of the following options:

- a. Agree
- b. Disagree.
- c. Unsure

22. Please provide any evidence you have to support your answer to question 21.

N/A

23. Are there are other means of delivering a cost effective and efficient household collection service to that described in question 18, with alternative delivery partners to Local Authorities and if so, what might that look like?

Deposit Return Scheme for Small WEEE

On-Demand collection service run by the SA in partnership with local logistics firms. For example the SA could run a website where householders could request a returns envelope to package their item and leave outside their door for a local logistics company to pick up and deliver to a recycler.

24. Please provide any other comments and supporting evidence on the proposal for producers (and distributors that do not provide take-back services) to finance a system of kerbside collection of small WEEE and on-demand collections of large WEEE for households?

N/A

25. Producers who place less than 5 tonnes of equipment on the UK market each year are exempt from financial obligations under the WEEE Regulations. Does that 5-tonne threshold remain appropriate? Please select one of the following options:

- a. Yes
- b. No
- c. Unsure

26. If you answered no to question 25, what tonnage threshold is appropriate? Please provide evidence in support of an alternative threshold.

N/A

27. Are there alternative, non-regulatory approaches that could be established to increase separate collection of WEEE from households for re-use and recycling? If so, please describe what this might look like.

N/A

Increasing distributor collections infrastructure

28. Do you agree or disagree that internet sellers and retailers should provide a free of charge “collection on delivery service”, requiring the free takeback of large domestic appliances such as washing machines, dishwashers, fridges, freezers and TVs? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

29. If you answered agree to question 28, should there be a reasonable time frame stipulated in which the unwanted item should be collected to allow for circumstances where it is not available for collection at time of delivery? Please select one of the following options:

- a. Yes
- b. No.
- c. Unsure

30. If you answered yes to question 29, what should those timeframes be?

- a. 2 days
- b. 5 days
- c. 10 days
- d. No there should not be a reasonable timeframe stipulated.

31. If you answered agree to question 28, should this service be extended to collection of smaller items when a large item is collected? If so, should this be subject to reasonable limits in terms of how many items can be returned at once? Please select one of the following options:

- a. Yes
- b. No
- c. Unsure

32. Should retailers selling new household appliances as part of a new kitchen also be obligated to take away the old appliances from the household free of charge? Please select one of the following options:

- a. Yes
- b. No
- c. Unsure

33. Please provide any evidence you have to support your answer to question 32.

N/A

34. Do you agree or disagree that we should extend the existing take-back requirements for large retailers from 1:1 to a 0:1 basis ie by removing the requirement to purchase an item for the take-back obligation to apply? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

35. If you answered 'agree' to question 34, do you agree or disagree that such an obligation should be subject to reasonable limits as to the quantities of WEEE returned per householder? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

36. Do you agree or disagree that the definition of "large retailer" should be any business with an annual turnover of electrical and electronic equipment of over £100k? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

37. Please provide any evidence you have to support your answer to question 36.

N/A

38. If you answered 'disagree' to question 36, what should an alternative threshold be? Please provide evidence to support your answer.

N/A

39. Do you agree or disagree that the obligation be restricted to retailers only taking back items that are similar to those sold in their stores? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

40. Please provide any evidence you have to support your answer to question 39.

N/A

41. Do you agree or disagree that an alternative obligation to 0:1 takeback be available to internet sellers such as payment into a scheme, similar to the current distributor takeback scheme, be used to support increased levels of collections for re-use and recycling? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

42. Please provide any evidence you have to support your answer to question 41.

N/A

43. Do you agree or disagree that the current information requirements should be enhanced to ensure customers are provided with information about their recycling options 'at the point of sale'? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

44. Please provide any evidence you have to support your answer to question 43.

N/A

45. Do you agree or disagree that the point of producer responsibility should be moved to the retailer or internet seller's premises such as the retailer's store, bulking point, distribution point? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

46. Please provide any evidence you have to support your answer to question 45.

N/A

47. Are there any other obligations we should place on retailers and/or internet sellers to increase levels of collections?

N/A

48. Please provide any evidence you have to support your answer to question 47.

N/A

49. Do you agree or disagree that Online Marketplaces and/or fulfilment houses should have 'take-back' obligations where they facilitate the supply of the product to the householder? Please select one of the following options:

- a. Agree

b. Disagree

c. Unsure

50. Please provide any evidence you have to support your answer to question 49.

N/A

51. How long will industry need to adapt to the proposals set out above? Please select one of the following options:

a. Up to 12 months

b. 12 to 18 months

c. 18 to 24 months

d. 24 to 48 months

52. Please provide any evidence you have to support your answer to question 51.

N/A

New producer obligations for Online Marketplaces and Fulfilment Houses

53. Do you agree or disagree that Online Marketplaces should be required to fulfil the producer obligations on behalf of their overseas sellers? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

54. Please provide any evidence you have to support your answer to question 53.

N/A

55. Do you agree or disagree that fulfilment houses should be required to meet the producer obligations on behalf of their overseas sellers? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

56. Please provide any evidence you have to support your answer to question 55.

N/A

57. Do you agree that Online Marketplaces/fulfilment houses should initially be able to use estimated weight data using a protocol agreed with the environmental regulators? Please select one of the following options:

- a. Agree
- b. Disagree
- c. Unsure

58. If you answered agree to question 57, please provide evidence to explain why exact data cannot be provided.

N/A

59. What additional costs will accrue to online marketplaces and fulfilment houses as a result of becoming defined as a producer?

N/A

60. Please provide any evidence you have to support your answer to question 59.

N/A

61. What other ways, if any, should government explore to tackle the issue of noncompliance with the WEEE Regulations by online sellers?

N/A

62. Please provide any evidence you have to support your answer to question 61.

N/A

Dealing with the environmental impacts of vaping products

63. Do you agree with the proposal to create a new category for vapes? Please select one of the following options:

- a. Yes
- b. No
- c. Unsure

64. What additional costs will accrue to producers, compliance schemes and regulators as a result of creating a new category for vapes? Please provide evidence to support your answer.

N/A

65. Are there any other measures, beyond those for eco-modulation and littering set out in the call for evidence, you think government should take to curb the environmental impact of vapes? Please provide evidence to support your answer.

Single use disposable vapes should be banned.

System governance, the creation of a WEEE Scheme Administrator and performance indicators

66. Do you agree or disagree with the principle of establishing Government approved, producer-led Scheme Administrator to carry out specified functions in the reformed WEEE system? Please select one of the following options:

- a. Yes
- b. No
- c. Unsure

67. Please provide any evidence you have to support your answer to question 66.

N/A

68. If you answered no to question 66, please set out details of an alternative approach to the proposed functions of a Scheme Administrator.

N/A

69. Which of the following functions do you think the Scheme Administrator should carry out?

- i. managing the Producer Balancing system for household WEEE (and non-household if necessary)
- ii. administration of a Distributor Takeback Scheme (for use by those distributors who are not required under the new system to offer in store take-back)
- iii. development and administration of a compliance fee methodology in consultation with all PCSs, for approval by Government
- iv. providing evidence and forecasts of the likely household WEEE arisings – presenting recommendations to Government s to inform setting annual financial obligations placed on PCSs for household WEEE collections
- v. eco-modulation – support Government on potential new measures which could be applied to specific product categories, including development of a methodology upon which to base the modulation
- vi. assess and report on environmental performance of the future system against key performance indicators with recommendations to Government on measures to improve that performance

70. Are there any additional functions that should be added?

N/A

71. Please provide any other comments on the role of a Scheme Administrator.

N/A

72. Which of the alternative performance indicators listed in the section above do you agree or disagree should be included in the future system?

- a. Quantity or weight of WEEE in residual waste.
- b. Convenience of recycling.
- c. Volume of WEEE in fly-tipped waste in each of the nations.
- d. Level of consumer awareness of value and opportunities for reusing or recycling WEEE.
- e. Regular assessment of the carbon impact the UK WEEE system.
- f. Assessment of circular economy performance of the system.
- g. Improvements in the quality of WEEE treatment processes.
- h. Amount of WEEE diverted for reuse.

73. Are there any other measures of success which government should consider to assess the performance of the system?

N/A

74. Should information be collected to a level to support regional or local? Please select one of the following options:

- a. Yes
- b. No
- c. Unsure

| | |
|--------------------------|--|
| Report on | Bus Shelters Update |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Johnny McNeill – Capital Development Manager |
| Contact Officer | Anne Mac Airt – Capital Development Officer |

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

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

| | | | | |
|------------|--|----------------|---|--|
| 3.0 | Main Report | | | |
| 3.1 | <p>The following information headings will be covered:</p> <ul style="list-style-type: none"> • New applications received in the past month (see 3.2) • Progress on stages 2-4 application process (see 3.3) • Request for Council to move from stage 5 (see 3.4) • Progress update on stages 6-9 (see 3.5) • Neighbour Notification summary and detailed analysis (see 3.6) • Projects recommended for approval (3.7) • Projects recommended for rejection (3.8) • Projects recommended for withdrawal (see 3.9) • Shelters passed to Property Services for installation (3.10) • Progress update on stages 10-11 (see 3.11) • Update on statutory response times in relation to agreement on time related responses for application (see 3.12) • Other issues (see 3.13) | | | |
| 3.2 | New Applications received in the past month – 0Nr. | | | |
| 3.3 | Progress on stages 2-4 of the application process – see table 3 in Appendix 2. | | | |
| 3.4 | Requests for Council to move from stage 5 of the application process – 0Nr applications to move from stage 5. | | | |
| 3.5 | Progress update on stages 6-9 – Update on applications below have been discussed with a view to getting approval: | | | |
| | Reference | DEA | Bus Shelter Location | Notes |
| 3.5.1 | 2020-006 | Torrent | St Colmans Pk, Moortown | With NIHE, awaiting final sign off. |
| 3.5.2 | 2022-004 | Clogher Valley | Derryfubble Road, Benburb | With NIHE for final sign off. NN issued. |
| 3.5.3 | 2019-008 | Torrent | Eglish View, Ballinderry | DFI Roads currently in negotiation with adjacent landowner to provide Land for new footpath link and Bus shelter provision under Active Travel scheme between Eglish View and Moss Road. |
| 3.5.4 | 2023-014 | Clogher Valley | Findermore Road / Layby, Clogher | DFI Roads visited site. Technical review and assessment required of information. Report for next available Environment Committee. |
| 3.5.5 | 2023-004 | Clogher Valley | Moore Street, Aughnacloy | Site visit required with Translink – not in favour of moving of bus flag. New |

| | | | |
|-------|-----------------|------------|--|
| | | | location identified. Report to next available Environment Committee. |
| 3.5.6 | 2023-017 | Moyola | Hillhead Road, Castledawson Site visits with stakeholders has taken place. Awaiting further discussion with DFI Roads. |
| 3.5.7 | 2023-018 | Carntogher | Crew Road, Maghera Going out for Nearest Neighbour Notification. |

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

- 3.6.1 • **Ref. 2020-002 Church Street, Cookstown** (Table 4 Appendix 2 – ref. 2)

| Shelter Location | Church Street, Cookstown |
|---------------------------------|--------------------------|
| Bus Shelter Requested | 08/07/2020 |
| Date Request Validated | 10/07/2020 |
| Survey Issued | 06/12/2023 |
| Survey Returned By | 22/12/2023 |
| Survey Letters Issued (No.) | 4 |
| Survey Letters Returned | 1 |
| Replies in Favour | 1 |
| Replies not in Favour | 0 |
| No response | 3 |
| Valid Returns | 1 |
| Percentage that have objections | 0% |

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

- 3.6.2 • **Ref. 2022-009 Primrose Hill, Clogher** (Table 4 Appendix 2 – ref. 13)
This bus shelter application does not require a neighbour notification as it is more than 25m from any households and is to be placed outside a field on the Station Road, close to the Primrose Hill housing development, upon approval from DFI Roads. This bus shelter at Primrose Hill, Clogher is **recommended to be installed** subject to members discussion.

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

| Reference | DEA | Bus Shelter Location |
|-----------|----------------|--------------------------|
| 2020-002 | Cookstown | Church Street, Cookstown |
| 2022-009 | Clogher Valley | Primrose Hill, Clogher |

| 3.8 | <p>Projects recommended for rejection; - 2Nr application is recommended for rejection this month:</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|----------------------|---|----------|--------------------------------|--|--|--|--|--------------------------------------|--|---|---------|-------------------------------------|-------------------------------------|---------|-------------------------------|---------------------------------|--------|-------------------------------|------------------------------------|---------|-------------------------------|--|--|
| 3.8.1 | <table border="1"> <thead> <tr> <th>Reference</th> <th>DEA</th> <th>Bus Shelter Location</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>2022-011</td> <td>Moyola</td> <td>Cullion Road, Desertmartin</td> <td>(4<6). Application failed to meet quota as per procedural guide.</td> </tr> <tr> <td>2023-009</td> <td>Torrent</td> <td>Altaglushan Road / Reclain, Galbally</td> <td>Application rejected by DFI Roads due blocking Give Way sign at junction, and lack of verge – 20m from road end.</td> </tr> </tbody> </table> | Reference | DEA | Bus Shelter Location | Notes | 2022-011 | Moyola | Cullion Road, Desertmartin | (4<6). Application failed to meet quota as per procedural guide. | 2023-009 | Torrent | Altaglushan Road / Reclain, Galbally | Application rejected by DFI Roads due blocking Give Way sign at junction, and lack of verge – 20m from road end. | | | | | | | | | | | | | | |
| Reference | DEA | Bus Shelter Location | Notes | | | | | | | | | | | | | | | | | | | | | | | | |
| 2022-011 | Moyola | Cullion Road, Desertmartin | (4<6). Application failed to meet quota as per procedural guide. | | | | | | | | | | | | | | | | | | | | | | | | |
| 2023-009 | Torrent | Altaglushan Road / Reclain, Galbally | Application rejected by DFI Roads due blocking Give Way sign at junction, and lack of verge – 20m from road end. | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.8.2 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.9 | <p>Projects noted below are recommended for withdrawal – 0Nr application is being recommended for withdrawal.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.9.1 | <p>An audit review of existing bus shelter applications is currently being undertaken by Officer to progress, close or withdraw outstanding applications.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10 | <p>Members to Note the following shelters as listed below have obtained the necessary approvals but are still awaiting legal owner consent before being sent to Property Services for installation.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.1 | <table border="1"> <thead> <tr> <th>Bus Shelter Reference and Location</th> <th>DEA</th> <th>Notes</th> </tr> </thead> <tbody> <tr> <td>Ref. 2021-003 Reenaderry Road, Washingbay</td> <td>Torrent</td> <td>Subject to Landowner agreement</td> </tr> <tr> <td>Ref. 2021-002 Coagh Road, Stewartstown</td> <td>Torrent</td> <td>Landowner withdrawn land offer. Final confirmation requested from applicant.</td> </tr> <tr> <td>Ref. 2019-008 Eglish View, Ballinderry</td> <td>Torrent</td> <td>Subject to DFI Roads/Landowner approval</td> </tr> <tr> <td>Ref. 2020-006 St Colmans Park, Moortown</td> <td>Torrent</td> <td>Subject to Legal approval from NIHE</td> </tr> <tr> <td>Ref. 2019-002 Derryvale, Coalisland</td> <td>Torrent</td> <td>Subject to Landowner approval</td> </tr> <tr> <td>Ref. 2016-017 Inishrush Village</td> <td>Moyola</td> <td>Subject to Landowner approval</td> </tr> <tr> <td>Ref. 2023-006 Lineside, Coalisland</td> <td>Torrent</td> <td>Subject to Landowner approval</td> </tr> </tbody> </table> | Bus Shelter Reference and Location | DEA | Notes | Ref. 2021-003 Reenaderry Road, Washingbay | Torrent | Subject to Landowner agreement | Ref. 2021-002 Coagh Road, Stewartstown | Torrent | Landowner withdrawn land offer. Final confirmation requested from applicant. | Ref. 2019-008 Eglish View, Ballinderry | Torrent | Subject to DFI Roads/Landowner approval | Ref. 2020-006 St Colmans Park, Moortown | Torrent | Subject to Legal approval from NIHE | Ref. 2019-002 Derryvale, Coalisland | Torrent | Subject to Landowner approval | Ref. 2016-017 Inishrush Village | Moyola | Subject to Landowner approval | Ref. 2023-006 Lineside, Coalisland | Torrent | Subject to Landowner approval | | |
| Bus Shelter Reference and Location | DEA | Notes | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2021-003 Reenaderry Road, Washingbay | Torrent | Subject to Landowner agreement | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2021-002 Coagh Road, Stewartstown | Torrent | Landowner withdrawn land offer. Final confirmation requested from applicant. | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2019-008 Eglish View, Ballinderry | Torrent | Subject to DFI Roads/Landowner approval | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2020-006 St Colmans Park, Moortown | Torrent | Subject to Legal approval from NIHE | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2019-002 Derryvale, Coalisland | Torrent | Subject to Landowner approval | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2016-017 Inishrush Village | Moyola | Subject to Landowner approval | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ref. 2023-006 Lineside, Coalisland | Torrent | Subject to Landowner approval | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.2 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.3 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.4 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.6 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.10.7 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Members to Note the following Bus shelters as listed below have obtained the necessary approvals and been passed over to Property Services for installation and these are currently being programmed for installation within their current</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | workload. Members seeking information on installation dates etc should direct their queries to Property Services . | | | | | | | | | | | | | | | | | | | | |
|---------------------|--|-------------------------------|----------------------|------------------------|----------------|-------------|------------------------------|----------|----------------|-------------------------|----------|------------|-------------------------------|-----------|---|---|---|------|---|---|---|
| 3.10.8 | <table border="1"> <thead> <tr> <th>Reference</th> <th>DEA</th> <th>Bus Shelter Location</th> </tr> </thead> <tbody> <tr> <td>2023-013</td> <td>Dungannon</td> <td>Moygashel Park, Dungannon</td> </tr> </tbody> </table> | Reference | DEA | Bus Shelter Location | 2023-013 | Dungannon | Moygashel Park, Dungannon | | | | | | | | | | | | | | |
| Reference | DEA | Bus Shelter Location | | | | | | | | | | | | | | | | | | | |
| 2023-013 | Dungannon | Moygashel Park, Dungannon | | | | | | | | | | | | | | | | | | | |
| 3.10.9 | <table border="1"> <tbody> <tr> <td>2023-015</td> <td>Clogher Valley</td> <td>Knockmany Road, Augher</td> </tr> </tbody> </table> | 2023-015 | Clogher Valley | Knockmany Road, Augher | | | | | | | | | | | | | | | | | |
| 2023-015 | Clogher Valley | Knockmany Road, Augher | | | | | | | | | | | | | | | | | | | |
| 3.11 | <p>Progress update on stages 10-11 – 3nr shelter installed since date of last meeting.</p> <table border="1"> <thead> <tr> <th>Reference</th> <th>DEA</th> <th>Bus Shelter Location</th> </tr> </thead> <tbody> <tr> <td>2022-006</td> <td>Magherafelt</td> <td>Ballyronan Road, Magherafelt</td> </tr> <tr> <td>2023-005</td> <td>Clogher Valley</td> <td>Dungannon Road, Cabragh</td> </tr> <tr> <td>2023-001</td> <td>Carntogher</td> <td>Moydamlaght Road, Draperstown</td> </tr> </tbody> </table> | Reference | DEA | Bus Shelter Location | 2022-006 | Magherafelt | Ballyronan Road, Magherafelt | 2023-005 | Clogher Valley | Dungannon Road, Cabragh | 2023-001 | Carntogher | Moydamlaght Road, Draperstown | | | | | | | | |
| Reference | DEA | Bus Shelter Location | | | | | | | | | | | | | | | | | | | |
| 2022-006 | Magherafelt | Ballyronan Road, Magherafelt | | | | | | | | | | | | | | | | | | | |
| 2023-005 | Clogher Valley | Dungannon Road, Cabragh | | | | | | | | | | | | | | | | | | | |
| 2023-001 | Carntogher | Moydamlaght Road, Draperstown | | | | | | | | | | | | | | | | | | | |
| 3.12 | <p>Progress on response times – Agreed response times within 30 days with statutory agencies.</p> <table border="1"> <thead> <tr> <th>Statutory Agencies</th> <th>Number requests sent</th> <th>Reply <30 Days</th> <th>Reply >30 Days</th> </tr> </thead> <tbody> <tr> <td>Translink</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Education Authority</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>DfI Roads</td> <td>2</td> <td>2</td> <td>0</td> </tr> <tr> <td>NIHE</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Interagency Meeting: Statutory update meeting to be held 15 February 2024, with DFI Roads, EA, NIHE, and Translink to discuss new Bus shelter locations, response times and any issues.</p> | Statutory Agencies | Number requests sent | Reply <30 Days | Reply >30 Days | Translink | 0 | 0 | 0 | Education Authority | 0 | 0 | 0 | DfI Roads | 2 | 2 | 0 | NIHE | 0 | 0 | 0 |
| Statutory Agencies | Number requests sent | Reply <30 Days | Reply >30 Days | | | | | | | | | | | | | | | | | | |
| Translink | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| Education Authority | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| DfI Roads | 2 | 2 | 0 | | | | | | | | | | | | | | | | | | |
| NIHE | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| 3.13 | Other issues: None | | | | | | | | | | | | | | | | | | | | |
| 4.0 | Other Considerations | | | | | | | | | | | | | | | | | | | | |
| 4.1 | Financial, Human Resources & Risk Implications | | | | | | | | | | | | | | | | | | | | |
| | Financial: Within budget for Technical Services and Property services to action provision / installation costs within their budget. | | | | | | | | | | | | | | | | | | | | |
| | Human: N/A | | | | | | | | | | | | | | | | | | | | |
| | Risk Management: Non-delivery will have adverse impact of users of public transport. | | | | | | | | | | | | | | | | | | | | |
| 4.2 | Screening & Impact Assessments | | | | | | | | | | | | | | | | | | | | |
| | Equality & Good Relations Implications: N/A | | | | | | | | | | | | | | | | | | | | |

| | |
|------------|---|
| | Rural Needs Implications: N/A |
| 5.0 | Recommendation(s) |
| 5.1 | Members to note the content of the report on the progress made on bus shelters within the district. |
| 5.2 | Bus shelter applications listed under 3.7 is recommended for approval to installation this month: |
| 5.2.1 | 2Nr 3.7.1 – 3.7.2 |
| 5.3 | Bus shelter applications listed under 3.8 is recommended for rejection this month: |
| 5.3.1 | 2Nr 3.8.1 – 3.8.2 |
| 6.0 | Documents Attached & References |
| 6.1 | Appendix 1 – March 2021 - Procedural guide |
| 6.2 | Appendix 2 – Progress table with comments |
| 6.3 | Appendix 3 – Progress Table Summary |

Procedural Guide on the Provision of Bus Shelters



1.0 Bus Shelters – Mid Ulster District Council

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

1.1 PROCEDURAL STATEMENT

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

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

1.2 CRITERIA FOR THE ERECTION OF A BUS SHELTER

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

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

Appendix 1

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

1.3 DESIGN OF BUS SHELTER

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

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

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



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



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

1.4 REPLACEMENT OF BUS SHELTERS

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

1.5 PROVISION OF BUS SHELTERS – PROCESS

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

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

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

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

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

| Organisational Name | Contact Name | Contact Number | |
|---------------------|--------------|----------------|--|
| | | | |
| | | | |

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

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

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

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

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

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

Stage 11: Report back to Council.

Date

Our Ref: MUDC/TS/BS/

The Occupier

Address 1

Address 2

Postcode

Dear Sir/Madam,

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

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

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

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

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

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

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

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

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

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

Thank you for your time completing this survey.

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

Yours faithfully,

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

Raymond Lowry
Head of Technical Services

Encs.

Cc DEA Councillors



PROVISION OF BUS SHELTER – SURVEY FORM

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

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

If you have ticked this box please give reason for objection

Reason for Objection:

Name: _____
(CAPITALS)

Address: _____

Signature: _____

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

Data Protection

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

Appendix 1

[Insert Map of proposed Bus Shelter location]

Appendix 2

BUS SHELTER TYPE

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



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



| Table 1 – Applications awaiting formal application to be submitted (0 NR) | | | | |
|---|--|-------|---|---|
| No | Location | Stage | Status / Comment | Progress status |
| Table 2 – New applications received since last Committee (0 NR) | | | | |
| Table 3 – STAGES 2-4 (2 NR) | | | | |
| 1 | Cloverhill, Moy 2021-004 | 3 | Signed Application received | 17.11.23 - Anne contacted Councillor Monteith for decision on progressing application or withdrawing. To be discussed further in next Interagency meeting. |
| 2 | The Mills, Coalisland 2021-007 | 4 | Signed Application received | DFI Roads visit 29/08/23, issue with current housing development entrance. Sightlines to be adjusted before shelter could be considered. |
| Table 4 – STAGES 5-8 (15 NR) | | | | |
| No | Location | Stage | Status / Comment | Progress status |
| 1 | Tullyhogue Village 2016-021 | 6 | Residents declined original location as will promote anti-social behaviour. Limited options for alternative sites that suit bus pick-ups. | No suitable site currently available within the village - 07.12.23 - Anne messaged Cllr Buchanan. Application to be revisited. |
| 2 | Church Street, Cookstown 2020-002 | 7 | User numbers received. | Translink 20nr passengers. EA confirmed 10nr users. 04.12.23 - Anne went to location and took measurements and updated images. Also speaking with McGurks - no objections. Site estate agent for adjacent vacant site to be consulted on shelter location. No objections. Recommendation for installation. |
| 3 | Kingsisland Primary School 2016-009 | 6 | Final confirmation from Primary School required to progress | A Planning application has been lodged to extend the school. (On hold subject to Planning decision) - followup. Anne met with Cllr Carney and School Principal to discuss. DFI Roads will be required to approve the location and approval from Fr. Fee required who owns car park. Principal of school in agreement. |
| 4 | Magheracastle Road / Mountjoy Road, Brocagh 2016-003 | 6 | Pending withdrawal notification from applicant as proposed site on wrong side of the road for pick-up | Site agreed, requests sent to Translink and EA for number confirmation. Reminders sent to both parties awaiting responses. 08.12.23 - Anne messaged Cllr Quinn. Application to be progressed. Discuss at Interagency meeting Dec.23 - site visit required. Awaiting DFI date to meet onsite. |
| 5 | Goland Road/ Armaghughy Road, Ballygawley - 2016/015 | 6 | Site and user numbers confirmed | Translink users confirmed - 10 nr. Location to be agreed with DFI Roads / Translink. Site visit to be arranged 08.12.23 - Anne messaged Cllr Burton and forwarded to Cllr Robinson. Anne followed up in January to determine whether or not to progress the application. |
| 6 | Churchtown Road, Lissan 2022-005 | 6 | Additional Shelter Request. | Confirmed 10 nr passengers. 08.12.23 - Anne messaged Keith Buchanan for update. KB confirmed application to be progressed. NNN not required as updating existing bus shelter. Engaging with PS on this. |
| 7 | Annaghmore Road, Cookstown 2022-008 | 6 | Signed Application Form | Site meeting held 21/09/2022. Confirmed 12 nr passenger numbers. 08.12.23 - Bus shelter proposed is on opposite side of road from direction of travel. Requires a site visit and further photos with enquiries made. Awaiting DFI date for onsite meeting. |
| 8 | Moore Street, Aughnacloy 2023-004 | 6 | Signed Application received | Site visit 09/06/2023, user numbers requested, response, EA 20nr users. Re location following Sept Env committee meeting. Objection received to new location outside No.91. Alternative location identified but Translink not prepared to move bus flag as EA main pick-up so cannot be a recognised stop therefore putting application forward for withdrawal. |
| 9 | Lineside, Coalisland 2023-006 | 7 | Signed Application received | User numbers confirmed from Translink/EA- 20nr passengers. DFI site visit 03/10/23, approved location. No objections nearest neighbour received. Awaiting Cllr McLernon to confirm property owner No.1 Lineside as need approval for Cantilever (200mm sides) bus shelter feet and back to go behind green fence - agreement to be signed between Council and owner. Gone to Capital Planning team for actioning. |
| 10 | Pomeroy Road, Donaghmore 2023-011 | 6 | Signed Application received | Site meeting arranged with applicant for 29/09/2023. Translink do not use this stop, EA confirmed 27nr passengers. Gone out for nearest neighbour notifications. Objection received. Cllrs engaging with objector. |
| 11 | Annagher Road, Coalisland 2023-012 | 7 | Signed Application received | Site meeting arranged with applicant for 29/09/2023. 15nr passengers confirmed Translink. DFI approved site. Gone out for nearest neighbour notifications, 2 replies - 2 objections. New location identified for bus stop and shelter following safety concern of current location. Cllrs engaging with residents. Awaiting DFI approval of layby. |
| 12 | Findermore road, Clogher 2023-014 | 6 | Signed Application received. | Site meeting arranged with applicant for 02/10/2023. 12nr passengers confirmed Translink. 07/11/23 and 14/11/23 - met with DFI onsite and Councillors (14/11/23) to discuss layby and widening of. Topographical survey to be carried out to understand viability of proposal. Sketch of widening of layby to be done and sent to Translink and DFI for discussion / approval. |
| 13 | Primrose Hill, Clogher 2022-009 | 8 | Signed Application received | 6nr passengers confirmed EA. Put forward to January's Committee to move from Stage 5. Nearest neighbour not required as nobody impacted within 25m distance. DFI approved bus shelter location. Recommended for approval. |
| 14 | Crew Road, Maghera 2023-018 | 6 | Awaiting application form to be submitted. | 25nr passengers confirmed EA. Put forward to January's Committee to move from Stage 5. Going out for Nearest Neighbour. |
| 15 | Hillhead Road, Castledawson 2023-017 | 6 | Application received. | 07.11.23 - site meeting took place to look at location. 12nr passengers confirmed Translink. To be discussed with DFI and Translink. Further site visit 11th January. All possibilities discussed. Current pick-up location would require footpath linkage to bus shelter. To engage with Johnny Graham DFI. Nearest neighbour not impacted. |
| Table 5 – STAGE 9 (9 NR) | | | | |
| No | Location | Stage | Status / Comment | Progress status |
| 1 | Reenaderry Road, Reenaderry 2021-003 | 9 | Final Landowner agreement - Anne following up. | To be assigned to "Property Services" for installation when agreement received |
| 2 | Coagh Road, Stewartstown 2021-002 | 9 | Landowner has declined to offer land for Bus shelter. Final confirmation required. | Awaiting confirmation from landowner. Anne following up. |
| 3 | Eglis View, Ballinderry 2019-008 | 9 | Application pending DFI Roads/Landowner meeting | Update required from DFI on status of application. |
| 4 | St Colmans Park, Moortown 2020-006 | 6 | Awaiting legal Consent - NIHE | Update required from NIHE / Council Legal Department. |

| | | | | |
|---|------------------------------------|---|-------------------------------------|---|
| 5 | Derryvale, Coalisland 2019-002 | 6 | Awaiting landowner Consent | Update required on application legals. |
| 6 | Innishrush Village 2016-017 | 6 | Awaiting landowner Consent | Update required on application legals. |
| 7 | Moygashel Park, Dungannon 2023-013 | 9 | Signed Application received. | Site meeting arranged with applicant for 02/10/2023. 25+nr passengers confirmed Translink. 07/11/23 DFI approved location. Nearest neighbour notifications issued. No objections. Recommended for approval. Passed to Property Services for installation. |
| 8 | Knockmany Road, Augher 2023-015 | 9 | Signed Application received. | Site meeting arranged with applicant for 02/10/2023. 12nr passengers confirmed EA. DFI approved 07/11/23. Gone out for nearest neighbour notifications. No objections. Recommended for approval. Sent to Property Services for installation. |
| 9 | Derryfubble Road, Benburb 2022-004 | 6 | NIHE Site. Requires Legal agreement | Site visit held with DfI Roads. Valuation from NIHE received for MUDC approval. 40 nr Passengers. Going out for nearest neighbour notifications. |

Table 6 – Stage 10-11 - Bus Shelters Installed (4 NR)

| No | Location | Stage | Status / Comment | Progress status |
|----|---|-------|------------------|-----------------|
| 1 | William Street/Beatrice Villas, Bellaghy 2022-001 | 10 | None | Installed |
| 2 | Ballyronan Road, Magherafelt 2022-006 | 10 | All confirmed | Installed |
| 3 | Dungannon Road, Cabragh 2023-005 | 10 | All confirmed | Installed |
| 4 | Moydamlaght Road, Draperstown 2023-001 | 10 | All confirmed | Installed |

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

| No | Location | Stage | Status / Comment | Progress status |
|----|---|-------|---|--|
| 1 | Mourne Avenue, Coalisland 2023-010 | 6 | Signed Application received | Site meeting held with applicant on site 13/09/2023. 2nr confirmed from Translink. DFI approved location. Gone out for nearest neighbour notifications - 8 objections received. |
| 2 | Platers Hill, Church View, Coalisland 2023-007 | 6 | Application received | Meeting held on site with applicant 13/09/2023. 6nr passengers confirmed from Translink. DFI have approved location 03/10/2023. Gone out for nearest neighbour notifications, 2 replies / 2 objections received. Withdraw. |
| 3 | Brough Road, Castledawson 2018-001 | 4 | Signed Application received | Translink 20 nr passengers, EA do not use this route. Bus route has changed since first proposal. Request to withdraw this application as new location identified. |
| 4 | Mourne Crescent, Coalisland 2023-008 | 7 | Application received | Meeting held on site with applicant on site 13/09/2023. 6nr passengers confirmed from Translink. DFI approved location 03/10/2023. Gone out for nearest neighbour notifications, 1 objection / 1 no objection received. Reject - no nearest neighbour in favour. |
| 5 | Newtownkelly, Coalisland 2023-016 | 5 | Signed Application received | Site meeting took place 03/11/2023. Translink confirmed 20+nr passengers, EA do not use route. Request to progress to Stage 5. DFI did not approve owing to lack of footpath and room for bus shelter and objections raised from NNN. |
| 6 | Glendavagh Road, Crilly, Aughnacloy - 2016-013 | 6 | Completed Application form received | Awaiting confirmation from applicant to see if proposed shelter is still required in this location. Reminder to be sent. 07.12.23 - Upon follow-up Cllr Burton approved to withdraw application. |
| 7 | Tirkane Road, Maghera 2016-019 | 3 | Signed Application received | Site visit held, site identified for shelter. Translink do not use this stop. Awaiting EA response - tbc if bus shelter still required. Ring original applicant to see if still required. 07.12.23 - Anne spoke with Gabhan (original applicant) and he is speaking with Cllr McGuigan - to confirm. 13.12.23 - Cllr McGuigan confirmed to withdraw application. |
| 8 | Kinrush Road/Battery Road Junction, Moortown 2016-008 | 6 | Original site limited space, alternative site to be confirmed | Original location deemed not acceptable although alternative location has now been identified and progress to install shelter to programmed. 07.12.23 - Anne followed up with Ronan McGinley. 13.12.23 - Cllr McAleer confirmed to withdraw application. |
| 9 | Annaghnamore Road, Clonoe 2021-001 | 3 | Signed Application received | DfI Roads to visit site, to assess proposed location. 12 nr passenger confirmed EA Cllr McAleer confirmed to withdraw application. |
| 10 | Cullion Road, Desertmartin 2022-011 | 6 | Signed Application received | User numbers requested from Translink and EA. Confirmed 6nr passengers from Translink. 07.12.23 - Anne rang Fiona - applicant to see if shelter still required. 13.12.23 - site visit required. Passed Dec.22 to move from stage 5. Anne did a further check on passenger numbers and only 4 currently picking up - move application for rejection. |
| 11 | Altaglushan / Reclaim Road, Galbally 2023-009 | 6 | Signed Application received | Site meeting arranged with applicant 30/09/2023. Translink do not use this stop, EA confirmed 8nr passengers. Gone out for nearest neighbour notifications. No response. Further site visit from DFI - not viable - recommended for rejection. |

Appendix 3 – Progress Table Summary, February 2024

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

| | |
|--------------------------|---|
| Report on | Street Naming and Property Numbering |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Terry Scullion, AD Property Services |
| Contact Officer | P J Fox, Building Control Development Manager |

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

| | |
|------------|--|
| 1.0 | Purpose of Report |
| 1.1 | For Members to consider the naming of new streets within residential Housing Developments within Mid Ulster District Council. |
| 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 | <p>The Building Control Department has received a request for the naming of a street within a proposed residential development as follows:</p> <p style="text-align: center;"><u>Site off Roughan Road, Newmills, Dungannon</u></p> <p>Firtree Development Ltd have applied for the naming of a new street off Roughan Road, Newmills, Dungannon.</p> <p>The options submitted are as noted below:</p> <ol style="list-style-type: none"> 1. The Rowan 2. Old Mill Avenue 3. Millfield Manor <p>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.</p> |

| | |
|------------|---|
| 4.0 | Other Considerations |
| 4.1 | Financial, Human Resources & Risk Implications |
| | Financial: None. Developer will be asked to install the nameplate on the new development in line with Council requirements. |
| | 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 | <p>It is recommended that consideration is given to the approval of one option of the following proposals for Street Naming a new residential development within Mid Ulster District Council:</p> <p><u>Site off Roughan Road, Newmills, Dungannon</u></p> <p style="text-align: center;"> Either The Rowan Or Old Mill Avenue Or Millfield Manor </p> |
| | 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 Site off Roughan Road, Newmills, Dungannon. |

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 | 27/04/21 |
| Equality Impact Assessment | N/A | Date | |
| Good Relations | N/A | | |
| Approved By | Environment Committee | Date | 11/05/21 |
| Adopted By | Council | Date | 27/05/21 |
| | | | |
| Review Date | | By Whom | |
| | | | |
| Circulation | Councillors, Staff | | |
| | | | |
| Document Linkages | | | |

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 <ul style="list-style-type: none"> • 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: <i>Procedure</i> | |
| C | Renaming Existing Streets: <i>Procedures</i> | |

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 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
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.

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. 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.

MID ULSTER DISTRICT COUNCIL

New Street Name Proposals



Applicants Name & Address:

Fintree Developments Ltd
 Adjacent/ East Of 88 Roughan Road And 48 Drumreagh Road, Newmills, Dungannon

Description:

Proposed housing development consisting of 6 detached houses, 18 semi detached houses, associated site works and foul water pumping station

Ref:

LA09/2022/0606/F

| | Proposed Street Name | Linkage to Locality | Reason for Choice |
|----------|----------------------|---|--|
| Option 1 | The Rowan | The Rowan name comes from a Rowan tree in Newmills. | Our proposal for this name is that the contractor will continue with planting of Rowan Tree which will be planted on the site following the original one in the Village. |
| Option 2 | Old Mill Avenue | Newmills is a small village in the east of Co Tyrone. Newmills gets its name from a corn mill and kilns that formerly stood in the area. A flax mill and a corn mill were located in the Village. Newmills was described as having tillage which was good for corn crops and flax. Newmills also had large greens for bleaching linen cloths. | Our proposal for this name is that it is linked to the mills which formerly stood in the area. |
| Option 3 | Millfield Manor | Millfield has been chosen as Newmills gets its name from a corn mill and kilns that formerly stood in the area. In 1837 Newmills was described as having tillage which was good for corn crops and flax. Newmills also had large greens for bleaching linen cloths. | Our proposal for this name that it is linked to the mills which formerly stood in this area. |

* 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: *[Signature]*

Dated: 20th Dec 2023

| | |
|--------------------------|--|
| Report on | Dfl Roads Proposal to Mid Ulster District Council – No waiting at any time restriction at Jockey Lane, Moy |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Terry Scullion, AD Property Services |
| Contact Officer | Terry Scullion, AD Property Services |

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

| | |
|------------|--|
| 1.0 | Purpose of Report |
| 1.1 | To seek the agreement of Members in relation to a proposal from Dfl Roads to introduce no waiting at any time, loading and unloading at Jockey Lane, Moy. |
| 2.0 | Background |
| 2.1 | Dfl Roads is proposing to introduce no waiting at any time restrictions at Jockey Lane, Moy. |
| 3.0 | Main Report |
| 3.1 | <p>The following outlines the proposal to be brought to the attention of the Environment Committee:</p> <p>PROPOSED INTRODUCTION OF NO WAITING AT ANY TIME, LOADING AND UNLOADING PERMITTED AT JOCKEY LANE, MOY.</p> <p>Correspondence was received from Dfl Roads dated 2 January 2024 to introduce no waiting at any time, loading and unloading at Jockey Lane, Moy.</p> <p>A consultation letter and a location map of the aforementioned proposal are attached as appendices to this report.</p> |
| 4.0 | Other Considerations |
| 4.1 | Financial, Human Resources & Risk Implications |
| | Financial: None |
| | Human: Officer time in drafting reports |
| | Risk Management: The introduction of the aforementioned proposal at these locations will assist in the management of road safety issues. |

| | |
|------------|--|
| 4.2 | Screening & Impact Assessments |
| | Equality & Good Relations Implications: The introduction of the aforementioned proposal at these locations will assist Dfl in the discharge of their statutory duty. |
| | Rural Needs Implications: The rural needs assessment would be conducted by Dfl Roads. |
| 5.0 | Recommendation(s) |
| 5.1 | That the Environment Committee endorses the proposal submitted by Dfl Roads. |
| 6.0 | Documents Attached & References |
| 6.1 | Appendix 1 – Letter from DFI Roads dated 2 nd January 2024; proposed no waiting at any time, loading and unloading permitted at Jockey Lane, Moy. |
| 6.2 | Appendix 2– Map from DFI Roads dated 2 nd January 2024; proposed no waiting at any time, loading and unloading permitted at Jockey Lane, Moy. |



Department for

Infrastructure

An Roinn

Bonneagair

Department für

Infrastructure

www.infrastructure-ni.gov.uk

County Hall
Drumragh Avenue
Omagh

Tel: 028 8225 4085

2 January 2024

Network Development

Chief Executive
Mid Ulster District Council
Ballyronan
Magherafelt
BT45 6EN

Dear Mr McCreesh

PROPOSED INTRODUCTION OF NO WAITING AT ANY TIME, LOADING AND UNLOADING PERMITTED – JOCKEY LANE, MOY

DfI Roads is proposing to introduce a stretch of no waiting at any time, loading and unloading permitted at Jockey Lane, Moy, as shown on the enclosed map.

Please bring this matter to the attention of your council.

Yours sincerely

Mrs Hazel Burton
Network Development Section

Enc

Proposed no waiting at any time - Jockey Lane, Dungannon



02/01/2024, 12:41:14

Minutes of Meeting of Environment Committee of Mid Ulster District Council held on Monday 8 January 2024 in Council Offices, Burn Road, Cookstown and by virtual means

Members Present

Councillor Cuthbertson, Chair

Councillors J Burton, J Buchanan, Cahoon, Kelly, Groogan, Mallaghan*, Martin*, McAleer, McElvogue, McGuigan, McNamee, Milne* (7.14 pm), Robinson, Varsani* (7.08 pm)

Officers in Attendance

Mrs Campbell, Strategic Director of Environment (SD: Env)

Mr Lowry, Head of Technical Services (HoTS)

Mr McAdoo, Assistant Director of Environmental Services (AD: ES)

Mr Scullion, Assistant Director of Property Services (AD: PS)

Miss Thompson, Committee and Member Services Officer

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

** Denotes Officers present by remote means

*** Denotes others present by remote means

The meeting commenced at 7.00 pm

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

E001/24 Notice of Recording

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

E002/24 Apologies

None.

E003/24 Declarations of Interest

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

E004/24 Chair's Business

None.

Matters for Decision

E005/24 Environmental Services Proposed Scale of Charges for 2024/25

The Assistant Director of Environmental Services (AD: ES) presented previously circulated report which sought approval for a proposed scale of charges in relation to Environmental Services for the period 1st April 2024 to 31st March 2025.

The Chair, Councillor Cuthbertson expressed some concern in relation to the price of a black bin compared to a blue or brown bin. The Chair stated he understood that Council wants to encourage recycling but highlighted that Council only collects a second blue or brown bin at a cost and does not collect a second black bin. The Councillor felt that in theory Council is penalising someone who may have to replace their black bin and asked if that was fair as no one was buying a second black bin to set out for collection.

The AD: ES advised that Council will collect two blue bins free of charge from a property in line with policy and that the charge only applies to the collection of a second brown bin. In relation to the black bin it was advised that, in certain circumstances, a second black bin will be collected for those with larger households or those with medical needs and highlighted that the cost of all the bins is inclusive of delivery.

The Chair, Councillor Cuthbertson stated that he understood the need for a second black bin in some circumstances but felt those households were being penalised due to the higher cost for buying a second black bin compared to a blue or brown bin.

Councillor McGuigan referred to disposal of residual waste and that the cost for this is up to £198 per tonne (£165 +VAT) and that the last time he saw a figure for this it was around £100 per tonne. The Councillor asked if there was any information or checks carried out on how well the black bin is being used or if there was material being disposed of that could be put in the blue or brown bin. The Councillor stated that there is a need to reduce black bin waste as much as possible if the cost to dispose of it is £198 per tonne.

The AD: ES stated there is no doubt that there is material being disposed of in the black bin that could be recycled and that there is an ongoing piece of work to encourage recycling. The AD: ES stated there are some checks carried out but that

these are limited and highlighted that this Council sends the least material to landfill. In respect of charge of £165 (ex. VAT) per tonne for residual waste, the AD: ES highlighted that this is for commercial waste disposal at recycling centres and that it is not proposed to increase this charge from what it was last year.

Councillor Cahoon referred to increase in consumer price index of 4.6% and the proposal to round this up to 5%. The Councillor asked if the rounding up was totally necessary as rates had already increased last year.

Councillor Varsani joined the meeting at 7.08 pm.

The AD: ES advised that the consumer price index figure at the time of writing the report was 4.6% and that the rationale was that the nearest percentage increase was 5%.

The Chair, Councillor Cuthbertson stated that there was a significant increase to the rates last year and that businesses feel that this along with increased commercial waste charges is a double hit to them. Councillor Cuthbertson felt that Council is pricing itself out of commercial waste collection and that businesses are increasingly using private firms for the collection of this waste.

The AD: ES highlighted that charges were increased by 8% last year and that whilst there are a number of private operators collecting commercial waste in the District, Council still has a significant number of commercial customers (approx. 350-400).

Councillor McNamee proposed the recommendation and stated that any percentage increase should be kept to the lower side of the consumer price index figure next year.

Councillor McGuigan seconded Councillor McNamee's proposal.

Resolved That it be recommended to Council that the proposed scale of charges as outlined in report be approved for 2024/25.

E006/24 Street Naming and Property Numbering

The Assistant Director of Property Services (AD: PS) presented previously circulated report which considered the naming of new streets within residential Housing Developments within Mid Ulster District Council.

Site off Bellshill Road, Castledawson

Proposed by Councillor McGuigan
Seconded by Councillor Kelly and

Resolved That it be recommended to Council to name development off Bellshill Road, Castledawson as Cottage Close.

Site off Glen Road, Maghera

Proposed by Councillor McGuigan
Seconded by Councillor Kelly and

Resolved That it be recommended to Council to name development off Glen Road, Maghera as Cushowen.

E007/24 Entertainment Licensing Committee Protocol

The Assistant Director of Property Services (AD: PS) presented previously circulated report which sought approval on the process to consider an Entertainment Licence taken to Committee for decision.

Councillor Milne joined the meeting at 7.14 pm.

Councillor McNamee proposed the recommendation and that the key point is that a decision will be taken in closed session.

The Chair, Councillor Cuthbertson referred to the same point in that a decision will be taken without speakers present but that they can be present for the discussion. Councillor Cuthbertson asked for some clarity in that when the speakers leave the meeting and the committee moves to a decision if there can be any further discussions at that stage or just a proposal taken. The Councillor also referred to the last time this procedure was used there was an issue in relation to the information provided to the Committee and that he felt all relevant certificates ie. electrical, fire safety etc should be provided to Members within the report.

The AD: PS stated that section 3.3 of the report outlines the process and states that a decision will be taken in restricted session without speakers present. The AD: PS stated that at that point the representatives will already have heard the nature of the discussions and that the Committee will take a decision in their absence and that it is not anticipated that there would be any more debate. In relation to certifications, the AD: PS stated that these are sought by officers as part of the application process and that they can be provided, with redactions, within Members meeting packs. The AD: PS highlighted that it is up to officers to decide whether the certificates provided are valid and that this will be reflected in the report as is the case at the moment.

The Chair, Councillor Cuthbertson stated that there is a lot of reference made to the certificates during discussion of an application and that this information should be included going forward.

Councillor McGuigan seconded Councillor McNamee's proposal.

Resolved That it be recommended to Council to approve the process as detailed in section 3.0 of report to hear Entertainment Licence applications taken to the Environment Committee for consideration.

E008/24 Maghera Public Realm Contract Award - Delegated Authority Request

The Assistant Director of Property Services (AD: PS) presented previously circulated report which sought to approve delegated powers for the award of an IST Capital Contract for the Maghera Public Realm Scheme, if required.

Councillor McGuigan proposed the recommendation as he felt it is important, given the tight timeframe, that there are no delays.

The Chair, Councillor Cuthbertson stated he hoped the public realm works would run more smoothly than previous public realm schemes in Mid Ulster.

Councillor Kelly seconded Councillor McGuigan's proposal.

Resolved That it be recommended to Council that authority is delegated to the February 2024 Environment Committee to approve the award of IST contract for Maghera Public Realm scheme, in the event it is not possible to bring a tender report for the IST appointment to the January 2024 Council meeting.

E009/24 Bus Shelters Update

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

The Chair, Councillor Cuthbertson thanked the officer for getting the policy up and running as it now seemed to be working more smoothly in recent months. Councillor Cuthbertson also welcomed the bus shelter for Moygashel.

Proposed by Councillor McGuigan
Seconded by Councillor Robinson and

Resolved That it be recommended to Council that –

- Bus shelter applications listed under 3.4 in report are recommended for approval and to move from stage 5.
- Bus shelter applications listed under 3.7 in report are recommended for approval to installation this month.
- Bus shelter applications listed under 3.8 in report are recommended for rejection this month.
- Bus shelter applications listed under 3.9 in report are recommended for withdrawal this month.

Matters for Information

E010/24 Environment Committee minutes of meeting held on 4 December 2023

Members noted minutes of Environment Committee held on 4 December 2023.

E011/24 National Tree Week 2023

Members noted previously circulated report which provided update on a number of community engagement events that took place during National Tree Week 2023.

E012/24 All-Ireland Pollinator Plan

Members noted previously circulated report which provided update on Council involvement in the All-Ireland Pollinator Plan.

E013/24 Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Annual Report for 2022/23

Members noted previously circulated report which provided update on Council's performance in relation to recycling and landfill diversion targets as outlined in the NIEA Northern Ireland Local Authority Waste Management Statistics Annual Report for 2022/23.

E014/24 Building Control Workload

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

E015/24 Entertainment Licensing Applications

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

E016/24 Dual Language Signage Survey Correction

Members noted previously circulated report which advised on the correction to an error with the result of a survey for Rossmore Road, Dungannon and which was reported to Environment Committee on 12 September 2023.

Councillor McElvogue stated there seemed to be some confusion in relation to this and proposed that the road be re-surveyed.

The Chair, Councillor Cuthbertson advised that another survey cannot take place for 12 months and that the request needs to come from a resident on that road.

Councillor McElvogue asked that because of the confusion if the road could be re-surveyed sooner.

The Assistant Director of Property Services (AD: PS) stated that the report outlines the explanation for the correction but that the policy is clear and that a re-survey could not be undertaken until after 12 months from the date of refusal.

Councillor Robinson stated that mistakes can happen and asked if lessons have been learnt and procedures put in place to ensure this situation would not arise again.

Councillor McAleer stated that the request was first submitted on 23 May 2023 and therefore a re-survey could take place after 23 May 2024.

The Chair, Councillor Cuthbertson asked if a re-survey can take place 12 months after the date of request or date of refusal.

The AD: PS stated that a request to re-survey can be made after 12 months from the date the Environment Committee refused it. The AD: PS stated that there have been lessons learnt from this and measures have been put in place as outlined at 3.5 of the report in order to avoid a repeat occurrence.

Councillor Varsani highlighted some confusion in relation to the dates the application for Rossmore Road was presented to Committee and asked if there was an explanation.

The AD: PS stated that the report references the September Committee but that there is also reference to December and that he would check and advise in relation to the dates presented.

Live broadcast ended at 7.32 pm.

Local Government (NI) Act 2014 - Confidential Business

Proposed by Councillor McNamee
Seconded by Councillor Robinson and

Resolved In accordance with Section 42, Part 1 of Schedule 6 of the Local Government Act (NI) 2014 that Members of the public be asked to withdraw from the meeting whilst Members consider items E017/24 to E023/24.

Matters for Decision

E017/24 Application for Memorial Bench on Council Property
E018/24 Off Street Car Parking Enforcement Contract and Pay on Foot Pilot Update
E019/24 Tender report for the appointment of Vehicle Suppliers

7 – Environment Committee (08.01.24)

Matters for Information

- E020/24 Environment Committee Confidential Minutes of meeting held on 4 December 2023
- E021/24 Capital Framework – ICT Contracts Update
- E022/24 Capital Framework – IST Contracts Update
- E023/24 Capital Projects – Scoping Contracts Update

E024/24 Duration of Meeting

The meeting was called for 7.00 pm and ended at 8.07 pm.

CHAIR _____

DATE _____

Annex A – Introductory Remarks from the Chairperson

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

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

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

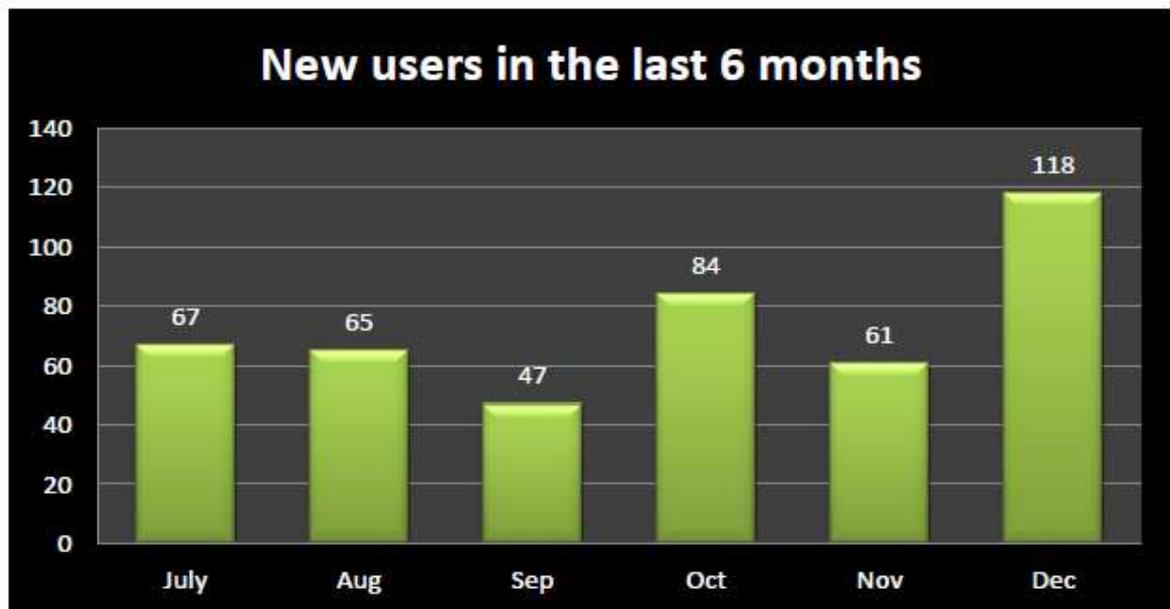
- If you have joined the meeting remotely please keep your audio on mute unless invited to speak and then turn it off when finished speaking
- Keep your video on at all times, unless you have bandwidth or internet connection issues, where you are advised to try turning your video off
- If you wish to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

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

| | |
|--------------------------|---|
| Report on | Bin Ovation Update |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Mark McAdoo, Assistant Director: Environmental Services |
| Contact Officer | John Murtagh, Waste and Sustainability Officer |

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

| | |
|------------|--|
| 1.0 | Purpose of Report |
| 1.1 | To update members on usage and functionality of the Bin-Ovation App. |
| 2.0 | Background |
| 2.1 | The Bin-Ovation App is a high tech educational awareness tool which allows the Council to share its waste/recycling information with residents 24/7, 365 days a year. The App provides instant information to users via smart phone/tablet devices. |
| 2.2 | The Bin-Ovation App is managed on behalf of Mid Ulster Council by Bin-Ovation. Council Officers do not have to manage the operation of the App on a daily basis but instead simply provide the information to populate the App on set up and then notify Bin-Ovation of any changes to services or stories that they want to post. |
| 2.3 | In 2018 after discussions with Environmental Services, Bin-Ovation agreed to expand the App to include their 'Report It' function which allows users to report real time issues such as litter, dog fouling etc. (at no extra charge to Council). |
| 3.0 | Main Report |
| 3.1 | Via the App 32,806 product / recycling searches have been carried since its launch with the top 5 viewed materials being: pizza boxes (takeaway); used tissues, kitchen roll or napkins; shredded paper; printer cartridges and ash. |
| 3.2 | The online search, which allows residents to check their bin collection day, has been used 11,831 times since its launch. A total of 4,065 views were made for Recycling Centres with Cookstown Recycling Centre being the most frequently viewed with 840 views followed by Magherafelt Recycling Centre with 743 views. |
| 3.3 | Since its launch the App has been downloaded by 10,146 users in Mid Ulster with 118 new users in December 2023 and 442 new user downloads during the six month period 1 st July to 31 December 2023 (see graph below): |



- 3.4 Since its' launch almost 300 emails have been received direct from residents using the Bin-Ovation platform on a series of issues such as bin collections, bulky waste collections, public holiday working arrangements and the purchase of bins.
- 3.5 In the past 12 month the App has been used 8 times to send push notices to users and this function was used twice during December to notify users of public holiday working arrangements around Christmas and the New Year period.
- 3.6 There were 60 reports received via the App during the past year on a range of environmental issues including street cleansing, dog fouling, litter and fly-tipping.
- 3.7 Bin-Ovation have recently enhanced the App to improve the user experience and increase functionality. The upgraded App includes a new more user friendly home page, an interactive recycling game and easier access to the different functions. The Behavioural Analysis Report for December 2023 is included at appendix 1.
- 3.8 To raise awareness of the App and encourage new downloads Bin-Ovation sponsored a simple recycling competition between 15th October and 15th December 2023. Residents could win a new Samsung tablet by correctly completing the recycling quiz on the App (see appendix 2). The winner of the competition (the 50th entry received) was Teresa Meegan from Ballygawley who received her new tablet just in time for Christmas (see photo overleaf).
- 3.9 The competition was a great success as the number of downloads increased by over 50% during October to December compared to the previous 3 months. The utilisation of the App contributes to the Council Digital Transformation Strategy.



| | |
|------------|---|
| 4.0 | Other Considerations |
| 4.1 | Financial, Human Resources & Risk Implications |
| | Financial: The annual subscription fee for Bin-Ovation for 2023/24 is £6,375. |
| | Human: None |
| | Risk Management: None |
| 4.2 | Screening & Impact Assessments |
| | Equality & Good Relations Implications: N/A |
| | Rural Needs Implications: N/A |
| 5.0 | Recommendation(s) |
| 5.1 | Members are asked to note the content of this report. |
| 6.0 | Documents Attached & References |
| 6.1 | Bin-Ovation Data & Statistical Behavioural Analysis Report – December 2023 |
| 6.2 | Bin-Ovation Competition Quiz |



Bin-Ovation Ltd

Mid Ulster District Council
Data & Statistical Behavioural Analysis Report
Ref: 100 – December 2023

| Report Specifics | | | |
|--------------------------|---|------------------|--|
| Council: | Mid Ulster District Council | | |
| Reporting period: | 100 – 1 st December – 31 st December 2023 | | |
| Date of Report: | 4 th January 2024 | | |
| Author: | Michael Brady | Revision: | |

Overview

This is a report to demonstrate a variety of metrics and overall usage of the Bin-Ovation App by Mid Ulster District Council (MUDC) householders. The report informs MUDC about how many of their residents are using the Bin-Ovation App and specifically how they are using it. This information will give the Council a unique view of the issues its residents have with its Waste Management scheme and therefore put the Council in a better position to improve its 'Recycling' performance.

The data is sourced from the following:

- Bin-Ovation API (Application Programme Interface)
- Bin-Ovation CMS (Content Management System)
- Google Firebase

The information within the report is regarded as confidential and is not to be shared with any other third parties without the express permission of MUDC Officers.

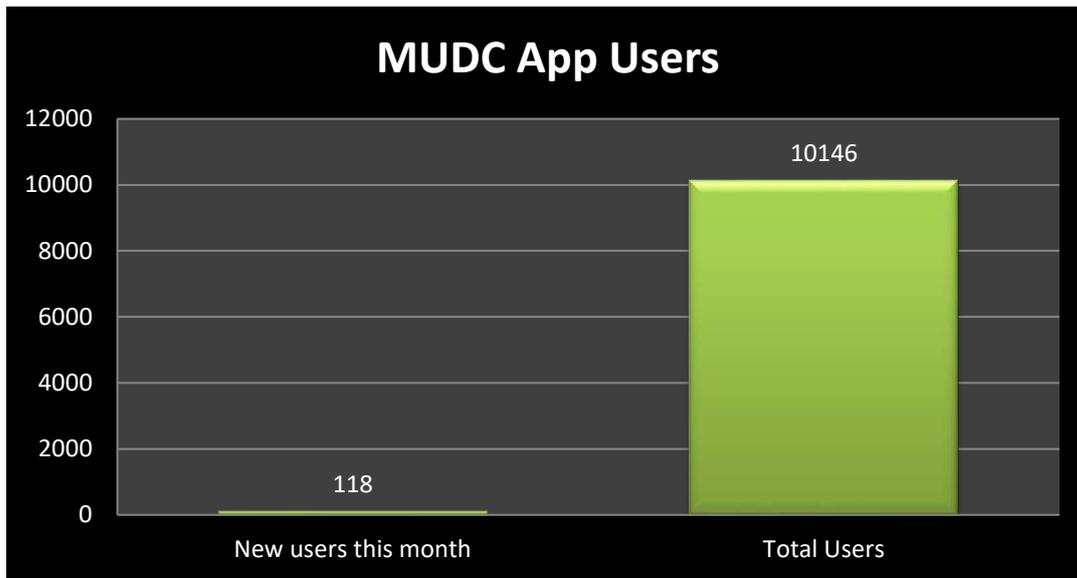
Executive Summary

The main figures to highlight from the report are as follows:

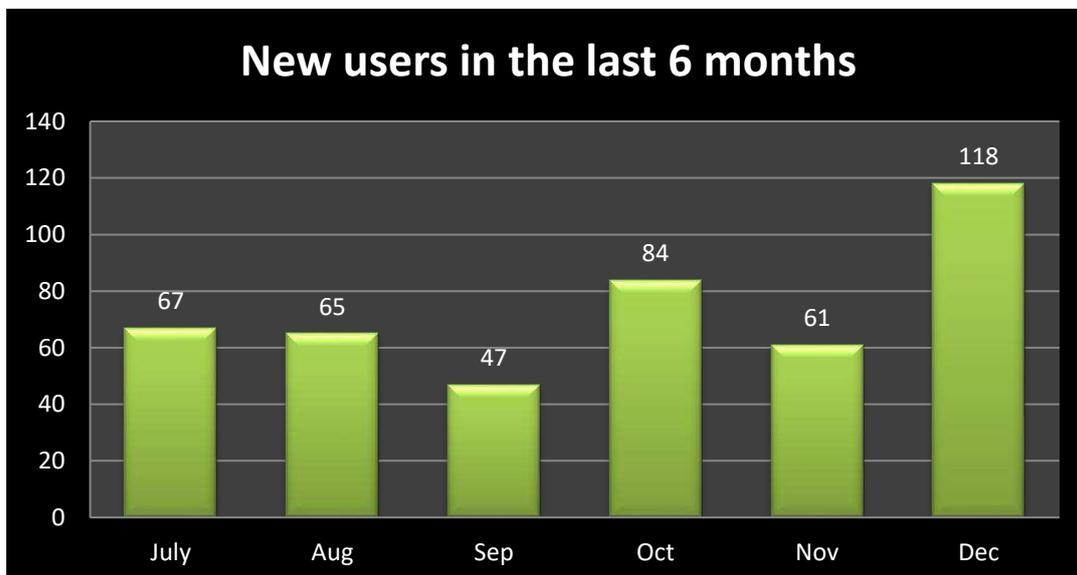
1. Since launch there have been **10,146** new users with **118** new users this month.
2. The best day for new users this month was 28th December with 14.
3. The number of product page views since launch is **32,806** and the average time spent viewing each product page has been **30.37** seconds. This represents excellent learning for the users and they experience immediate learning and form the habit of using the App as their reference point.
4. The top viewed items in MUDC since launch have been:
 - I. Pizza Boxes (Takeaway)
 - II. Used Tissues, Kitchen Roll or Napkins
 - III. Shredded Paper
 - IV. Printer Cartridges
 - V. Ash
5. The most viewed items in **Northern Ireland**, since launch in March 14, based on **693,131 searches**, have been:
 - i. Pizza Boxes (Takeaway)
 - ii. Used Tissues, Kitchen Roll or Napkins
 - iii. Kitchen Foil
 - iv. Foil Trays
 - v. Cartons/Cartons-Tetrapak
6. The most viewed article in the 'News/ Info' and 'Tips' has been 'When is my collection day?' with 11,831 views since launch.
7. The most frequently viewed Recycling Centre has been 'Cookstown Recycling Centre' with 840 views each.
8. 2 Push Notifications were sent this month.
9. 5 Contact Council emails were received this month.
10. 0 Environmental reports were received this month with 60 in the last 12 months.

Section 01: Users and Devices

This table shows existing users since the App was introduced in the Council area and the number of new users for the reporting period. We define Users, not as downloads, as the App can be deleted, but as users who have the App installed on MUDC at month end. This gives a true reflection of how many residents are using App.



The table below shows the monthly total of new users over the last 6 months:



Section 02: Product Page Views

Below is the list of the top 20 screen views and the average viewing time on each item page time on for since launch:

| Item no. | Screen Name | Screen Views | Avg. Time on Screen (min:sec) |
|----------|---------------------------------------|---------------|-------------------------------|
| 01 | Pizza Boxes (Takeaway) | 1720 | 33.24 |
| 02 | Used Tissues, Kitchen Roll Or Napkins | 1386 | 46.15 |
| 03 | Shredded Paper | 1030 | 25.74 |
| 04 | Printer Cartridges | 874 | 21.32 |
| 05 | Ash | 585 | 151.44 |
| 06 | Asbestos | 491 | 11.24 |
| 07 | Oil Filter | 480 | 10.34 |
| 08 | Foil Trays | 475 | 24.71 |
| 09 | Envelopes: Windows | 474 | 14.76 |
| 10 | Kitchen Foil | 461 | 33.92 |
| 11 | Takeaway Container (Plastic) | 397 | 7.49 |
| 12 | Plastic Food Tray | 394 | 14.09 |
| 13 | Cereal Box Inner Packaging | 382 | 12.42 |
| 14 | Plastic Bags | 378 | 22.58 |
| 15 | Cartons | 368 | 18.13 |
| 16 | Aerosols | 359 | 23.59 |
| 17 | Cooked Food Scraps | 331 | 27.24 |
| 18 | Bread | 321 | 19.57 |
| 19 | CDs | 319 | 12.40 |
| 20 | Yoghurt Pot (Plastic) | 319 | 52.92 |
| | Total Product Views | 32,806 | 30.37 |

Section 03: Top 20 'News/ Info' and 'Tips' Searches

| Item no. | Screen Name | Screen Views | Avg. Time on Screen (min:sec) |
|----------|---|---------------|-------------------------------|
| 01 | When Is My Collection Day? | 11831 | 110.57 |
| 02 | Bin Collections On Bank And Public Holidays In 2018 | 1582 | 29.00 |
| 03 | 2 January 2018 New Bin Collections For Magherafelt Area | 1376 | 43.94 |
| 04 | Bag Yourself Some Free Compost! | 630 | 62.22 |
| 05 | Bulk Waste Collection Service | 572 | 48.72 |
| 06 | Christmas & New Year Collections & Recycling Centre Arrangements 2017 | 565 | 34.81 |
| 07 | Christmas Holiday Arrangements | 556 | 24.24 |
| 08 | Recycling Centre Opening Hours On Bank And Public Holidays In 2018 | 441 | 24.65 |
| 09 | July Holiday Collections And Recycling Centre Arrangements | 408 | 32.74 |
| 10 | Your New Council | 383 | 24.68 |
| 11 | Christmas Arrangements For Bin Collections And Recycling Centre Opening Hours | 362 | 37.86 |
| 12 | **Industrial Action - Update Friday 29 July** | 342 | 134.75 |
| 13 | Bin Collections Start Earlier! | 338 | 16.79 |
| 14 | Are You A Recycling Hero? Take This Short Quiz And Find Out! | 334 | 65.95 |
| 15 | Holiday Bin & Recycling Centre Arrangements | 325 | 38.14 |
| 16 | Covid -19 Update - 30Th March 2020 | 322 | 52.28 |
| 17 | Easter Collections And Recycling Centre Arrangements | 321 | 258.46 |
| 18 | Easter 2018 Arrangements For Bin Collections And Recycling Centres | 313 | 14.76 |
| 19 | Impact Of Industrial Action On Mid Ulster Residents | 300 | 255.30 |
| 20 | July Holiday Arrangements Explained..... | 268 | 21.02 |
| | Complete Article Views | 29,970 | 105.77 |

Section 04: Top 10 'Recycling Centre/Recycling Point' Searches since launch:

| Item no. | Screen Name | Screen Views | Avg. Time on Screen (min:sec) |
|----------|--------------------------------|--------------|-------------------------------|
| 01 | Recycling Centre: Cookstown | 840 | 16.76 |
| 02 | Recycling Centre: Magherafelt | 743 | 29.70 |
| 03 | Recycling Centre: Drumcoo | 530 | 20.81 |
| 04 | Recycling Centre: Coalisland | 364 | 19.08 |
| 05 | Recycling Centre: Ballymacombs | 263 | 34.20 |
| 06 | Recycling Centre: Tullyvar | 254 | 42.27 |
| 07 | Recycling Centre: Castledawson | 253 | 17.94 |
| 08 | Recycling Centre: Maghera | 227 | 18.90 |
| 09 | Recycling Centre: Moneymore | 222 | 20.54 |
| 10 | Recycling Centre: Draperstown | 131 | 29.57 |
| | Total Views | 4,065 | 23.75 |

Section 05: Emails to Council this month are enclosed in separate spreadsheet enclosed with this report.

| 01 | Emails this month | 5 emails were received from MUDC users this month |
|----|---|---|
| 02 | Email Service Usage Year to Date | 282 emails received from MUDC users since launch |

Section 06: Push Notifications

| This month: | Push Notification sent 22/12/23: Holiday Arrangements - For Christmas holiday collections and recycling centre arrangements please see the News/Info section |
|-----------------|---|
| | |
| | Push Notification sent 11/12/23: Holiday Arrangements - For Christmas holiday collections and recycling centre arrangements please see the News/Info section |
| | |
| Last 12 months: | Push Notification sent 08/08/23: School Uniform Reuse - For details of our nursery, primary and post-primary school uniform reuse scheme please see News/Info section |
| | |
| | Push Notification sent 06/07/23: For holiday collections and recycling centre arrangements please see News/Info section of this App – Thanks |
| | |
| | Push Notification sent 26/05/23: 29 May Bank Holiday - Collections are as normal on the Mon 29 May but the Recycling Centres are CLOSED – See News/Info |
| | |
| | Push Notification sent 05/05/23: May Bank Holidays - Collections are as normal on the 3 Bank Holidays in May but Recycling Centres are CLOSED – See News/Info |

| | |
|--|--|
| | |
| | Push Notification sent 28/04/23: May Bank Holidays - Collections are as normal on the 3 Bank Holidays in May but Recycling Centres are CLOSED – See News/Info |
| | |
| | Push Notification sent 06/04/23: Easter Arrangements - For holiday collections and recycling centre arrangements please see News/Info section of this App - Thanks |

Report end





Recycling Quiz

Here's how you did!

1. Shredded paper goes in the brown bin 
2. Plastic bags of mixed rubbish can be recycled 
3. Aerosols can be recycled 
4. Natural resources come from nature and getting them damages the environment 
5. Shredded paper goes in the blue recycling bin 
6. Plastic bottles, pots, tubs and trays can be recycled 
7. Newspapers cannot be recycled 
8. Take away pizza boxes go in the brown bin or green food waste bin 
9. Glass is made from sand 
10. Labels need to be removed from food cans 

[Play Again](#)



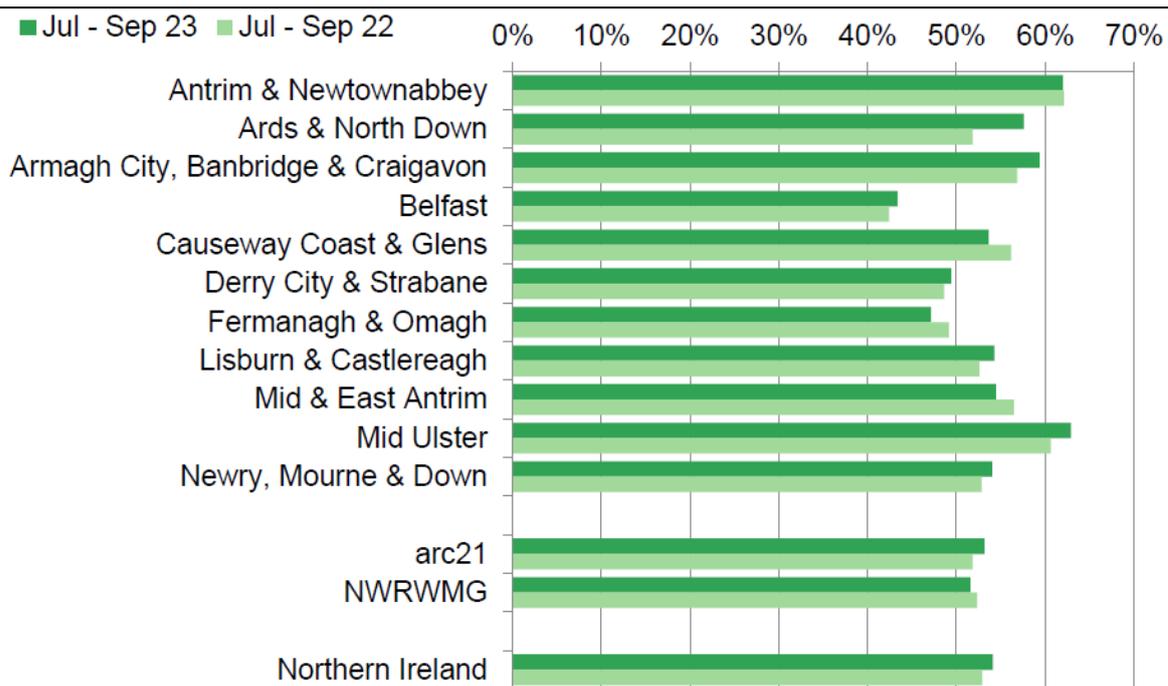
You are a recycling hero

| | |
|--------------------------|---|
| Report on | Northern Ireland Local Authority Collected Municipal Waste Management (LACMW) Report for July to September 2023 |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Mark McAdoo, Assistant Director: Environmental Services |
| Contact Officer | Karl McGowan, Waste and Sustainable Development Manager |

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

| | |
|------------|--|
| 1.0 | Purpose of Report |
| 1.1 | To update members on the Council's performance in relation to recycling and landfill diversion targets as outlined in the NIEA Northern Ireland Local Authority Waste Management Statistics Report for Quarter 2 of 2023/24 from July to September. |
| 2.0 | Background |
| 2.1 | <p>The above (provisional) report was published on the 1st February 2024 by the Department of Agriculture, Environment and Rural Affairs (DAERA). The data in the report is based on quarterly returns made to WasteDataFlow, a web-based system, used by all local authorities throughout the UK to report on local authority collected municipal waste (LACMW). This publication provides information on local authority collected municipal waste from household and non-household sources and recycling and landfill rates in Northern Ireland.</p> <p>Headline figures are shown in the attached infographic with the full report available via the below link:</p> <p>https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-july-september-2023</p> |

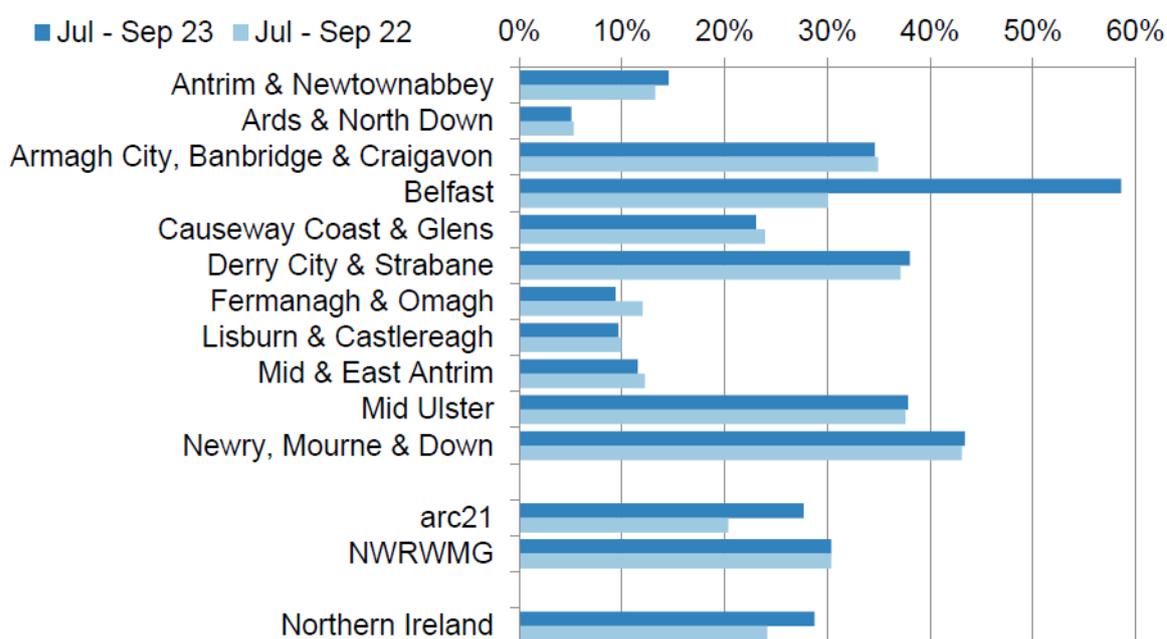
| | |
|------------|---|
| 3.0 | Main Report |
| 3.1 | <p>Key Points:</p> <ul style="list-style-type: none"> • Northern Ireland’s councils collected 264,804 tonnes of waste during July to September 2023, higher than the 249,575 tonnes collected during July to September 2022. • During July to September 2023, 53.2 per cent of waste collected by councils was sent for recycling, higher than the 51.5 per cent recorded during July to September 2022. • The landfill rate for waste collected by councils was 16.8 per cent in July to September 2023, a fall from both 71.8 per cent in July to September 2006 and 22.8 per cent during July to September 2022. • Over one quarter (28.8 per cent) of waste arisings were sent for energy recovery in July to September 2023 which was higher than the 24.1 per cent reported in July to September 2022. In the longer term, energy recovery rates have increased from 0.1 per cent recorded during July to September 2009. • Household waste accounted for 87.8 per cent of all Local Authority collected (LAC) waste during this period. • The recycling rate for household waste was 54.1 per cent in July to September 2023, 1.2 percentage points higher than the rate recorded in July to September 2022. The landfill rate for household waste was 16.4 per cent, which was lower than the rate of 21.8 per cent recorded in July to September 2022. |
| 3.2 | <p>Waste to Recycling:</p> <p>There were 141,001 tonnes of LAC municipal waste sent for preparing for reuse, dry recycling and composting during July to September 2023. The waste recycling rate was 53.2 per cent, higher than the 51.5 per cent of waste sent for recycling during July to September 2022.</p> <p>The recycling rate for Mid Ulster for the quarter was 62.9 per cent (an increase of 2.3 per cent compared to July to September 2022). This was the highest rate achieved by any of the eleven Councils (as illustrated in the graph overleaf):</p> |



3.3 Waste to Energy Recovery

From July to September 2023, 76,175 tonnes of waste arisings were sent for energy recovery. This produced a waste energy recovery rate of 28.8 per cent, the highest quarterly energy recovery rate ever recorded for Northern Ireland. The majority of energy recovery comes from mixed residual waste, with a smaller proportion from specific streams, e.g. wood.

The energy recovery rate for Mid Ulster for the quarter was 37.8 per cent (an increase of 0.2 per cent compared to July to September 2022). This was the fourth highest rate achieved by any of the eleven Councils (as illustrated in the graph below):

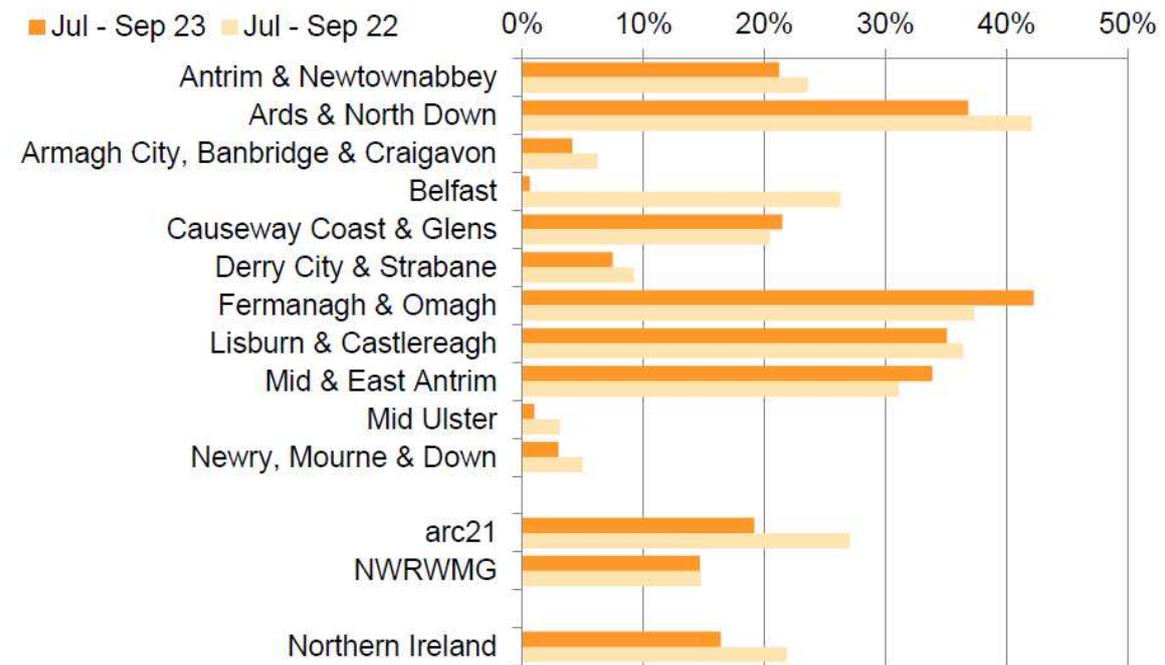


3.4 Waste to Landfill:

The quantity of LAC municipal waste sent to landfill decreased by 21.7 per cent, from 56,899 tonnes during July to September 2022 to 44,558 tonnes during July to September 2023. The quarterly landfill rate for July to September 2023 is 16.8 per cent, the lowest quarterly landfill rate ever recorded. The latest quarterly landfill rate for household waste only is 16.4 per cent.

The longer term trend has seen the July to September household waste landfill rate fall from 70.3 per cent in 2006 to a low of 16.4 per cent in 2023. Note that the landfill rate exhibits seasonality and the April to June and July to September quarters tend to have lower rates than October to December and January to March. The seasonality stems from the higher level of compostable garden waste arising during spring and summer.

The landfill rate for Mid Ulster for the quarter was 1.0 per cent of household waste (a decrease of 2.1 per cent compared to July to September 2022). This was the second lowest rate achieved by any of the eleven Councils (as illustrated in the graph below):



4.0 Other Considerations

4.1 Financial, Human Resources & Risk Implications

Financial: None

Human:

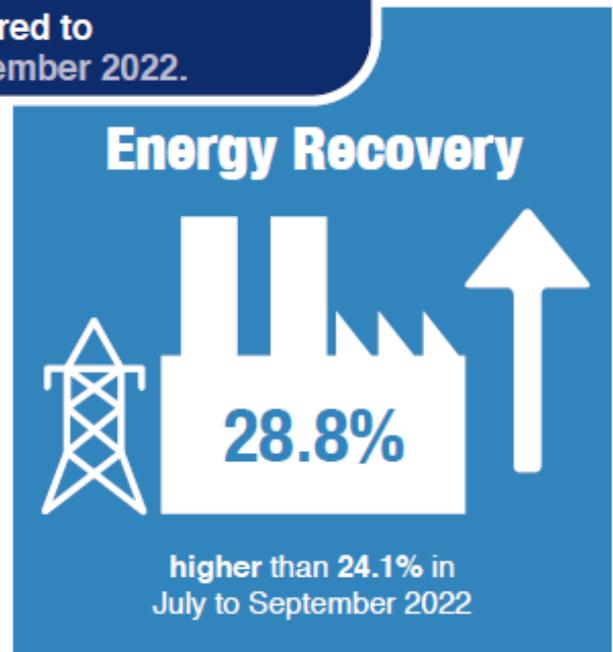
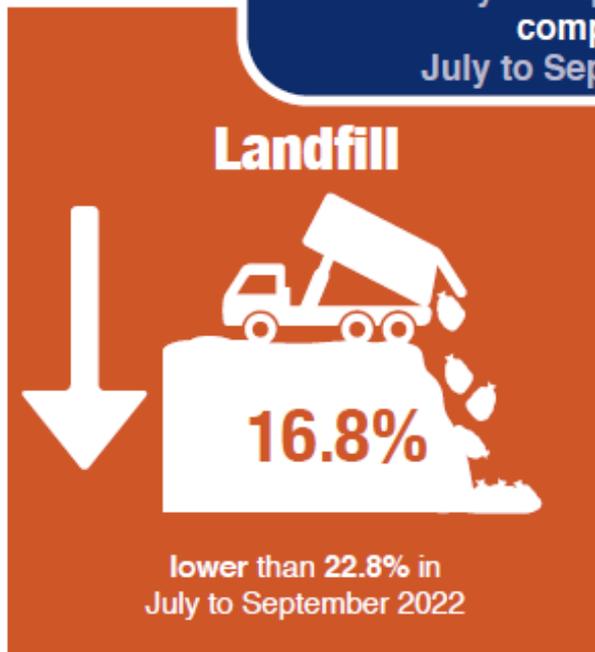
A significant amount of time is spent by the Waste and Recycling Officers in gathering, collating, and submitting the necessary data for quarterly WasteDataFlow returns.

| | |
|------------|---|
| | Risk Management: Failure to meet waste targets would result in reputational damage to the Council. |
| 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 | Documents Attached & References |
| 6.1 | Local Authority Collected Municipal Waste Infographic Q2 2023-24. |

Waste Collections by NI Councils July to September 2023



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



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

| | |
|--------------------------|---|
| Report on | Building Control Workload |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Terry Scullion, AD Property Services |
| Contact Officer | P J Fox, Building Control Development Manager |

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

| | | | |
|------------|--|--------------------|---------------------|
| 1.0 | Purpose of Report | | |
| 1.1 | To provide Members with an update on the workload analysis for Building Control across Mid-Ulster District Council. | | |
| 2.0 | Background | | |
| 2.1 | <p>Building Control applications are received in three different forms:-</p> <p>a Full Applications - submitted with detailed working drawings.</p> <p>b Building Notices - minor work not usually requiring detailed plans, e.g. provision of insulation to roof space, etc.</p> <p>c Regularisation Applications – where work has been carried out without an approval, an application must be submitted for retrospective approval.</p> | | |
| 3.0 | Main Report | | |
| 3.1 | Workload Analysis | December | Accumulative |
| | | 2023 | 2023/24 |
| | Total number of Applications | 234 | 1495 |
| | Full plans applications received. | 72 | 481 |
| | Building Notices applications received | 153 | 860 |
| | Regularisation applications received. | 9 | 154 |
| | Estimated value of works submitted | £26,432,831 | £106,500,962 |
| | | 733 | 5,960 |

| | | | |
|------------|---|------------|--------------|
| | Number of inspections carried out by Building Control Officers | | |
| | Commencements | 216 | 1,737 |
| | Domestic Dwellings | 37 | 442 |
| | Domestic Alterations and Extensions | 143 | 1110 |
| | Non-Domestic work | 36 | 185 |
| | Completions | 163 | 1,300 |
| | Domestic Dwellings | 37 | 415 |
| | Domestic Alterations and Extensions | 116 | 823 |
| | Non-Domestic work | 10 | 62 |
| | Property Certificates Received | 191 | 1595 |
| 3.2 | It should be noted from the Workload Analysis in 3.1, that the full range of applications are being received and administered in accordance with our procedures criteria. | | |
| 3.3 | However, there is a reduction of approximately 15% in new applications received for the same period in 2022 although a change in the Building Regulations in June 2022 had inflated application numbers last year for this period. There is also a 9% reduction in inspection requests for the same period in 2022. | | |
| 3.4 | Property Certificate numbers are slightly lower compared to same period in 2022 with a 2% variance. | | |
| 4.0 | Other Considerations | | |
| 4.1 | Financial, Human Resources & Risk Implications | | |
| | Financial: Within Current Resources | | |
| | Human: Within Current Resources | | |
| | Risk Management: None | | |

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

BC1 Appendix 1

Significant Developments Report February 2024 Environment Committee

| Applicant | Location of Development | Details of Development | Estimated value of development |
|----------------------------|--|--|---------------------------------------|
| Sperrinview Special School | Fountain Road, Cookstown. | Erection of school & alterations to existing resource centre. (Floor area 972m2) B.C. fee - £10,694.51 | £2,297,140 |
| Alan Rooney | 13 Cookstown Road, Dungannon. | Extension to industrial unit (Floor area 2,972m2) B.C. fee - £8,922.51 | £1,994,212 |
| CARSM Properties Ltd | 7 Sandholes Road, Cookstown. | Extension to replace existing storage area. (Floor area 2,758m2) B.C. fee - £8,380 | £1,839,096 |
| MMS NI Ltd | Site 6, 6 Creagh Industrial Park, Toome. | Extension to storage building (Floor area 2,907m2) B.C. fee - £8,282 | £1,811,100 |

| | |
|--------------------------|--|
| Report on | Entertainment Licensing Applications |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Terry Scullion, AD Property Services |
| Contact Officer | Colm Currie, Senior Building Control Officer |

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

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

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

| | |
|------------|---|
| 5.0 | Recommendation(s) |
| 5.1 | Members are requested to note the content of this report. |
| 6.0 | Documents Attached & References |
| 6.1 | Appendix 1 – Schedule of applications received for the Grant/Renewal of Entertainment Licences for January 2024 |
| 6.2 | Appendix 2 – Schedule of Entertainment Licence applications which have been granted/renewed for January 2024. |

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

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|--------------------------|--|---------------------------------|------------------------|--|------------------------------|
| P Scullion | Time Bar Venue | 40-42 James Street Cookstown | Annual | Monday To Sunday From 12.00 To 02.00 | 960 |
| F Brunt | St John's Parish Halls | 10 Murley Road Fivemiletown | 14 Unspecified Days | Monday To Saturday From 09.00 To 23.00 | 570 |
| A McKenna | Bardic Theatre | 9 Hillview Avenue Dungannon | Annual | Monday To Sunday From 19.00 To 23.00 | 200 |
| C McCausland | The Lower House (McCausland's Bar) | 38 Main Street Donaghmore | Annual | Monday To Thursday From 16.00 To 23.00 Friday From 16.00 To 23.00 Saturday From 12.00 To 01.00 Sunday From 12.00 To 23.00 | 200 |

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|--------------------------|----------------------------------|--------------------------------|------------------------|--|------------------------------|
| A Barrett | Errigle Keerogue Church Hall | Ballinasaggart Ballygawley | 14 Unspecified Days | Monday To Saturday From 19.00 To 00.00 | 280 |
| G Gildernew | The Brantry Bard Cultural Centre | 65 Carrycastle Road, Dungannon | Annual | Monday to Thursday From 09.00 To 23.30 Friday From 09.00 To 02.00 Saturday From 09.00 To 02.30 Sunday From 09.00 To 00.00 | 250 |
| Chief Executive MUDC | Seamus Heaney Home Place | 45 Main Street Bellaghy | Annual | Monday To Thursday From 10.00 To 23.00 Friday – Saturday From 10.00 To 01.00 Sunday From 13.00 To 22.00 | 220 |

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|--------------------------|--|---------------------------------------|------------------------|--|------------------------------|
| A McPeake | Greenlough GAC | 237 Mayogall Road Clady | 14 Unspecified Days | Monday To Thursday From 12.30 23.30 Friday To Saturday From 12.30 To 01.00 Sunday From 12.30 23.30 | 150 |
| S Thom | Royal Hotel | 64-72 Coagh Street Cookstown | Annual | Monday To Saturday From 11.00 To 01.00 Sunday From 11.00 To 00.00 | 759 |
| B Ruddy | Rock St Patricks GAC Community Hub | 5-29 Tullyodonnell Road, Dungannon | 14 Unspecified Days | Monday To Sunday From 09.00 To 01.00 | 400 |

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|---|----------------------------|------------------------------------|------------------------|---|------------------------------|
| Conor McAleer behalf of McAleer Ltd | McAleer's Bar | 5-11 Donaghmore Road, Dungannon | Annual | Monday To Saturday From 11.30 To 01.00 Sunday From 12.30 To 01.00 | 330 |
| N Coney | Ardboe Parish Centre | 105 Mullanahoe Road, Dungannon | Annual | Monday To Sunday From 11.00 To 00.00 | 750 |
| C Quinn | Kinturk Cultural Centre | 7 Kinturk Road Cookstown | Annual | Monday To Thursday From 12.00 To 00.00 Friday – Saturday From 12.00 To 00.00 Sunday From 12.00 To 00.00 | 500 |

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|--------------------------|-------------------------------------|-----------------------------------|------------------------|--|------------------------------|
| J Armour | Dan's Bar | 35 North Street Stewartstown | Annual | Monday to Saturday From 11.30 To 01.00 Sunday From 12.30 To 23.30 | 98 |
| H & T McGlone | Secrets Nightclub & Dorman's Bar | 15-17 Queen Street Magherafelt | Annual | Monday To Saturday From 11.30 To 03.00 Sunday From 12.30 To 03.00 | 1246 |
| J Conway | The Belfast House | 3 Orritor Street Cookstown | Annual | Monday to Saturday From 11.30 To 01.00 Sunday From 12.00 To 00.00 | 120 |

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|-------------------|------------------|---------------------------------|-----------------|---|-----------------------|
| P Mullan | Mullan's Bar | 52a William Street Cookstown | Annual | Monday to Thursday From 11.30 To 23.30 Friday & Saturday From 11.30 To 01.00 Sunday From 12.00 To 00.00 | 70 |
| O Mulligan | Mulligans | 33 Chapel Street Cookstown | Annual | Monday To Thursday From 11.30 To 00.00 Friday & Saturday From 11.30 To 00.00 Sunday From 11.30 To 00.00 | 160 |

| Name of Applicant | Name of Premises | Address of Premises | Type of Licence | Days and Hours proposed | Max Number of Patrons |
|--------------------------|-------------------------|---------------------------------|------------------------|---|------------------------------|
| F McAnallen | Bottle Of Benburb | 245 Derryfubble Road, Dungannon | Annual | Monday To Wednesday From 12.00 To 00.00 Thursday to Sunday From 12.00 To 01.00 | 90 |
| P Scullion | The Oldtown Inn | 12-14 Oldtown Street, Cookstown | Annual | Monday to Thursday From 12.00 To 23.00 Friday and Saturday From 12.00 To 02.00 Sunday From 12.00 To 23.00 | 60 |
| B Heron | Evergreen Social Club | 27 Moss Road Cookstown | Annual | Monday To Saturday From 19.30 From 23.30 Sunday From 11.30 To 23.30 | 75 |

Office Use
From: 16/12/2023

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

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|--------------------------|-------------------------|--------------------------------------|------------------------|--|
| George Booth | Railway Bar | 67 Union Road, Cookstown | Annual | Monday To Sunday From 11.00 To 22.00 |
| Catherine Martin | Cartwheel Bar | 25 James Street, Cookstown | Annual | Monday To Saturday From 11.30 To 01.30 Sunday From 12.00 To 01.00 |
| Adrian Quinn | The Bridge Bar | 86 Ballinderry Bridge Road, Coagh | Annual | Monday To Saturday From 12.00 To 00.00 Sunday From 12.00 To 23.00 |
| Joseph Smith | The Old Bank | 26 The Square, Stewartstown | Annual | |

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|-------------------|------------------------------------|--------------------------------|-----------------|--|
| | | | | Monday To Sunday From 08.00 To 02.00 |
| Patrick Forbes | The Cove Bar | 126 Shore Road, Magherafelt | Annual | Monday To Saturday From 11.30 To 01.00 Sunday From 11.30 To 00.00 |
| Fr Lawrence Boyle | Drumullan Parish Hall | 81 Moneyhaw Road, Moneymore | Annual | Monday To Friday From 18.00 To 22.00 Saturday To Sunday From 10.00 To 22.00 |
| Terri McNeice | The Mill Court Bar & Restaurant | 40 Main Street, Coalisland | Annual | Saturday 9 December 2023 From 20:00 To 01:00 |

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|--------------------------|--------------------------|----------------------------------|-------------------------|--|
| Colin Holmes | St Patrick's Academy | 37 Killymeal Road, Dungannon | Any 14 Unspecified Days | Monday To Sunday From 07.30 To 22.00 |
| Paul Worrall | Cohannon Inn | 212 Ballynakelly Road, Dungannon | Annual | Monday To Sunday From 11.30 To 01.00 |
| M Shilliday | Drumglass High School | Carland Road, Dungannon | Any 14 Unspecified Days | Monday To Saturday From 18.00 To 22.00 |
| Peter & Marion Mulgrew | Roadside Tavern | 36-38 The Square, Stewartstown | Annual | Monday To Saturday From 11.30 To 01.30 Sunday From 12.00 To 00.00 |
| Gary McCulloch | St Swithin's Church Hall | 47 Church Street, Magherafelt | Any 14 Unspecified Days | Monday To Sunday From 18.00 To 00.00 |
| Ursula Corr | Ma Quinns | 65 James Street, Cookstown | Annual | Monday To Friday From 11.30 To 01.00 Saturday |

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|-------------------|--------------------------|------------------------------------|-----------------|--|
| | | | | From 12.00 To 01.00 Sunday From 12.30 To 01.00 |
| Patrick Mullan | Mullan's Bar | 52a William Street, Cookstown | Annual | Monday To Thursday From 11.30 To 23.30 Friday To Saturday From 11.30 To 01.00 Sunday From 12.00 To 00.00 |
| Brian Morris | Glenavon House Hotel | 52 Drum Road, Cookstown | Annual | Monday To Sunday From 11.00 To 01.00 |
| Carole Hodgett | Cookstown Hockey Club | 48 Molesworth Street, Cookstown | Annual | Monday To Sunday From 13.00 To 01.00 |

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|--------------------------|---|---------------------------------------|-------------------------------|--|
| Cyril Rafferty | Killymoon Golf Club | 200 Killymoon Road, Cookstown | Annual | Monday To Friday From 18.00 To 23.00 Saturday From 14.00 To 00.00 Sunday From 14.00 To 23.00 |
| Fr Peter Donnelly | St Patrick's Hall | 137 Ballinderry Bridge Road, Coagh | Annual | Monday To Sunday From 09.00 To 22.00 |
| Andrew Trotter | Dungannon Presbyterian Church Halls | 53a Scotch Street, Dungannon | Any 14 Unspecified Days | Monday To Saturday From 07:00 To 22:00 |
| Niall & Lisa McKearney | The Gables Bar | 40 Cookstown Road, Dungannon | Annual | Wednesday To Sunday From 12.00 To 02.00 |

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|-------------------|----------------------|-------------------------------|-----------------|---|
| | | | | |
| Nigel Downey | Downey's Jubilee Bar | 124 Main Street, Fivemiletown | Annual | <p>Monday To Thursday From 11.30 To 23.00</p> <p>Friday To Saturday From 11.30 To 02.00</p> <p>Sunday From 12.00 To 22.00</p> |
| Sue Whiteside | Whiteside's Bar | 87 Main Street, Clougher | Annual | <p>Monday To Thursday From 1.00 To 23.00</p> <p>Friday To Saturday From 11.00 To 01.30</p> <p>Sunday From 11.00 To 23.00</p> |

| Name Of Applicant | Name Of Premises | Address Of Premises | Type Of Licence | Days And Hours Granted |
|--------------------------|-------------------------|---------------------------------|------------------------|--|
| May Devlin | The Marina Centre | 135a Shore Road, Magherafelt | Annual | Monday To Sunday From 09.00 To 01.30 |
| Richard Mulholland | Ballyscullion House | 61 Ballyscullion Road | Annual | Monday To Sunday From 10.00 To 01.00 |

| | |
|--------------------------|--|
| Report on | Dual Language Signage Surveys |
| Date of Meeting | 13 February 2024 |
| Reporting Officer | Terry Scullion, AD Property Services |
| Contact Officer | Colm Currie, Senior Building Control Officer |

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

| | | | | | | | |
|------------------------|--|----------------|----------------------------|--------------------|-------|------------------------|-----------|
| 1.0 | Purpose of Report | | | | | | |
| 1.1 | To advise Members on the result of surveys undertaken on all applicable residents on the streets/roads in response to Dual Language Signage Nameplate requests. | | | | | | |
| 2.0 | Background | | | | | | |
| 2.1 | In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English. | | | | | | |
| 2.2 | The Policy for Street Naming and Dual Language Signage – Section 6.0 (See Appendix 1) as adopted forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets. | | | | | | |
| 2.3 | In accordance with the Policy as adopted, all occupiers as listed on the Electoral Register residing on the street/road as noted below were canvassed, by post seeking their views on the request to erect dual-language street nameplates in the Irish Language as requested in each case. | | | | | | |
| 3.0 | Main Report | | | | | | |
| 3.1 | The Building Control Service within the Environment Directorate issued occupiers of the undernoted street, correspondence seeking their views on the request to erect a dual-language street nameplate. | | | | | | |
| 3.2 | Completed surveys were received by the return date and the outcome is as follows: <table border="1" data-bbox="274 1928 1315 2042"> <tr> <td>Name of Street</td> <td>Richmond Park, Ballygawley</td> </tr> <tr> <td>Language Requested</td> <td>Irish</td> </tr> <tr> <td>Date Request Validated</td> <td>2/10/2023</td> </tr> </table> | Name of Street | Richmond Park, Ballygawley | Language Requested | Irish | Date Request Validated | 2/10/2023 |
| Name of Street | Richmond Park, Ballygawley | | | | | | |
| Language Requested | Irish | | | | | | |
| Date Request Validated | 2/10/2023 | | | | | | |

| | |
|--|------------|
| Survey Request Reported to Environment Committee | 14/11/2023 |
| Surveys Issued | 21/11/2023 |
| Surveys returned by | 19/12/2023 |
| Survey Letters Issued | 37 |
| Survey Letters Returned | 16 |
| Replies in Favour | 7 |
| Replies not in Favour | 0 |
| Invalid | 9 |
| Valid Returns | 7 |
| Percentage in Favour | 100% |

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

| | |
|--|----------------------------|
| Name of Street | Roughan Court, Brackaville |
| Language Requested | Irish |
| Date Request Validated | 12/10/2023 |
| Survey Request Reported to Environment Committee | 14/11/2023 |
| Surveys Issued | 21/11/2023 |
| Surveys returned by | 19/12/2023 |
| Survey Letters Issued | 21 |
| Survey Letters Returned | 11 |
| Replies in Favour | 11 |
| Replies not in Favour | 0 |
| Invalid | 0 |
| Valid Returns | 11 |
| Percentage in Favour | 100% |

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

| | |
|--|--------------------------|
| Name of Street | Laurel Grove, Coalisland |
| Language Requested | Irish |
| Date Request Validated | 12/10/2023 |
| Survey Request Reported to Environment Committee | 14/11/2023 |
| Surveys Issued | 21/11/2023 |
| Surveys returned by | 19/12/2023 |
| Survey Letters Issued | 31 |
| Survey Letters Returned | 7 |

| | |
|-----------------------|------|
| Replies in Favour | 6 |
| Replies not in Favour | 0 |
| Invalid | 1 |
| Valid Returns | 6 |
| Percentage in Favour | 100% |

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

| | |
|--|-----------------------------|
| Name of Street | Coronation Park, Aughnacloy |
| Language Requested | Irish |
| Date Request Validated | 20/04/2023 |
| Survey Request Reported to Environment Committee | 14/06/2023 |
| Surveys Issued | 19/06/2023 |
| Surveys returned by | 17/07/2023 |
| Survey Letters Issued | 72 |
| Survey Letters Returned | 22 |
| Replies in Favour | 18 |
| Replies not in Favour | 2 |
| Invalid | 2 |
| Valid Returns | 20 |
| Percentage in Favour | 90% |

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

| | |
|------------|---|
| 4.0 | Other Considerations |
| 4.1 | Financial, Human Resources & Risk Implications |
| | Financial: Within Current Resources |
| | Human: Within Current Resources |
| | Risk Management: None |
| 4.2 | Screening & Impact Assessments |
| | Equality & Good Relations Implications: None |
| | Rural Needs Implications: None |

| | |
|------------|---|
| 5.0 | Recommendation(s) |
| 5.1 | That Members note the result of the survey for application of Dual Language Nameplates in Irish for the street as detailed below. |
| 5.2 | Where more than 51 % of occupiers that respond indicated that they were in favour of the erection of a dual language signage, nameplates will be erected. <ul style="list-style-type: none"> 1. Richmond Park, Ballygawley 2. Roughan Court, Brackaville 3. Laurel Grove, Coalisland 4. Coronation Park, Aughnacloy |
| 6.0 | Documents Attached & References |
| 6.1 | Appendix 1 - Policy for Dual Language Nameplate Signage |
| 6.2 | Appendix 2 - Dual Language Nameplate Translation for each Street/Road |

Policy on Dual Language Nameplate Signage

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

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 <ul style="list-style-type: none"> • 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: <i>Procedure</i> | |
| C | Name Plate Layout | |
| D | Accessibility Statement | |
| E | Sample of correspondence | |

1.0 **Introduction**

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

- (i) Erection of dual language Street signage

2.0 **Policy Aim & Objectives**

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

2.2 **Policy Objectives:**

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

3.0 **Policy Scope and Legislative Framework**

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

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

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

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

4.0 Linkage to Corporate Plan

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

5.0 Dual Language Signage Nameplates

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

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

5.3 Criteria - General

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

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

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

6.0 Roles and Responsibilities

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

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

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

7.2 Rural Needs Impact

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

7.3 Staff & Financial Resources

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

8.0 Support and Advice

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

9.0 Communication

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

10.0 Monitoring and Review Arrangements

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

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

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

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

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

Appendix B

Dual Language Signage Nameplates: *Procedure*

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

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

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

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

Appendix C Name Plate Layout

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

Mono-Lingual New Road / Street Signage

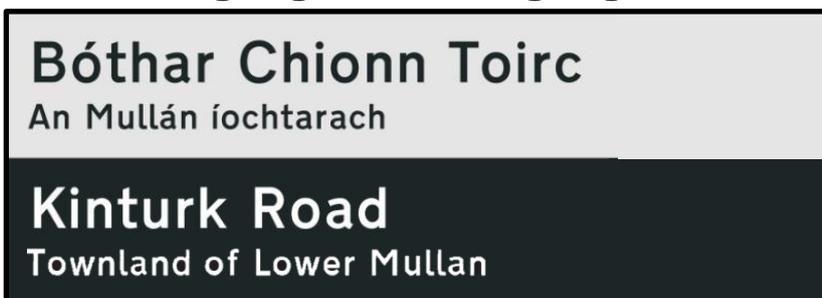


Example signage

Specification

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

Dual Language Street Signage



Example signage

Specification

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

Appendix D- Accessibility Statement

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



Cumhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

18 February 2019

Our Ref:- «Ref»

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

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

Dear Sir/Madam

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

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

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

Our records would indicate that you meet the above criteria.

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

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

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

Tel: 03000 132 132 (Ext 22208)

Email: wilfie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson
Head of Building Control

Enc

| | | | |
|--|--|--|---|
| Cookstown Office 300 Bally COURTDALE BT82 8DT | Dungannon Office 5, 6 & 7 Road Dungannon BT71 76D | Magherafelt Office Ballyronan Road Magherafelt BT45 6EN | Telephone 03000 132 132 wilfie@midulstercouncil.org www.midulstercouncil.org |
|--|--|--|---|

19 February 2019

Our Ref:- MUDL0078

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

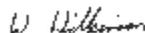
Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

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

Thank you for your time completing this survey.

Yours faithfully



W Wilkinson

Head of Building Control

Options

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

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

Print Name: _____

Address: _____

Signature: _____

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

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

| | Current Name | Irish Translation |
|-----------------|----------------------------|--------------------------|
| Road | Richmond Park, Ballygawley | Páirc Richmond |
| Townland | Ballygawley | Baile Uí Dhálaigh |

| | Current Name | Irish Translation |
|-----------------|---------------------------|--------------------------|
| Road | Roughan Court, Coalisland | Cúirt Ruacháin |
| Townland | Roughan | Ruachán |

| | Current Name | Irish Translation |
|-----------------|--------------------------|--------------------------|
| Road | Laurel Grove, Coalisland | Garrán an Labhrais |
| Townland | Gortgonis | Gort an Ghamhna |

| | Current Name | Irish Translation |
|-----------------|--------------------------------|--------------------------|
| Road | Coronation Park, Aughnacloy | Páirc an Chorónaithe |
| Townland | Derrycush | Doire Coise |

| | |
|--------------------------|--|
| Report on | Dual Language Signage Requests |
| Date of Meeting | 13 th February 2024 |
| Reporting Officer | Terry Scullion, AD Property Services |
| Contact Officer | Colm Currie, Senior Building Control Officer |

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

| | |
|------------|--|
| 1.0 | Purpose of Report |
| 1.1 | To advise Members of requests for Dual Language Signage from residents on the streets/roads in question. |
| 2.0 | Background |
| 2.1 | In accordance with the Local Government (Miscellaneous Provisions) NI Order 1995 – Article 11 the Council is tasked with the responsibility to erect dual language signs or second nameplates, adjacent to the nameplate in English. |
| 2.2 | The Policy for Dual Language Nameplate Signage as adopted forms the basis for considering requests expressing the name in a language other than English, to both existing and new streets. |
| 2.3 | In accordance with the Policy as adopted, the Environment Committee will be informed of requests which have been validated and are proceeding to survey. |
| 3.0 | Main Report |
| 3.1 | The Building Control Service within the Environment Directorate have received valid letters signed by the occupiers of the streets below requesting signage to be erected in a second language being "Irish" in each case adjacent to the nameplate in English as follows: - <ul style="list-style-type: none"> 1. Ardnaskea Park, Coalisland 2. Gortin Crescent, Dungannon 3. Ivy Terrace, Donaghmore 4. Brewery Lane, Donaghmore 5. Brackaville Road, Coalisland |
| 3.2 | The occupiers signing the requests in these cases have been confirmed as residents of their particular street which has been evidenced by their listing on the current Electoral Register as required in accordance with the Policy as adopted, see letters of request attached in Appendix 1-5 |
| 3.3 | It should also be noted that the Electoral Office are only permitting access to members of the public including Officers of the Council for 60 minutes per visit. In |

| | |
|------------|--|
| | addition, the time required to gain the necessary information has increased considerably due to the number of individuals that have been recently added to the Electoral Register. |
| 4.0 | Other Considerations |
| 4.1 | Financial, Human Resources & Risk Implications |
| | Financial: Within Current Resources |
| | Human: Within Current Resources |
| | Risk Management: None |
| 4.2 | Screening & Impact Assessments |
| | Equality & Good Relations Implications: None |
| | Rural Needs Implications: None |
| 5.0 | Recommendation(s) |
| 5.1 | That Members note the content of this report. |
| 6.0 | Documents Attached & References |
| 6.1 | Appendix 1 – Policy for Dual Language Nameplate Signage |
| 6.2 | Appendix 2 - Letter received from a resident of Ardnaskea Park, Coalisland |
| 6.3 | Appendix 3 - Letter received from a resident of Gortin Crescent, Dungannon |
| 6.4 | Appendix 4 - Letter received from a resident of Ivy Terrace, Donaghmore |
| 6.5 | Appendix 5 - Letter received from a resident of Brewery Lane, Donaghmore |
| 6.6 | Appendix 6 - Letter received from a resident of Brackaville Road, Coalisland |

Policy on Dual Language Nameplate Signage

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

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 <ul style="list-style-type: none"> • 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: <i>Procedure</i> | |
| C | Name Plate Layout | |
| D | Accessibility Statement | |
| E | Sample of correspondence | |

1.0 **Introduction**

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

- (i) Erection of dual language Street signage

2.0 **Policy Aim & Objectives**

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

2.2 **Policy Objectives:**

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

3.0 **Policy Scope and Legislative Framework**

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

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

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

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

4.0 Linkage to Corporate Plan

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

5.0 Dual Language Signage Nameplates

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

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

5.3 Criteria - General

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

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

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

6.0 Roles and Responsibilities

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

7.0 IMPACT ASSESSMENTS

7.1 Equality Screening & Impact

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

7.2 Rural Needs Impact

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

7.3 Staff & Financial Resources

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

8.0 Support and Advice

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

9.0 Communication

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

10.0 Monitoring and Review Arrangements

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

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

Street names and numbering of buildings

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

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

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

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

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

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

the purposes of any statutory provision.

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

(5) Any person who—

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

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

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

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

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

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

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

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

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

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

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

Appendix B

Dual Language Signage Nameplates: *Procedure*

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

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

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

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

Appendix C Name Plate Layout

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

Mono-Lingual New Road / Street Signage

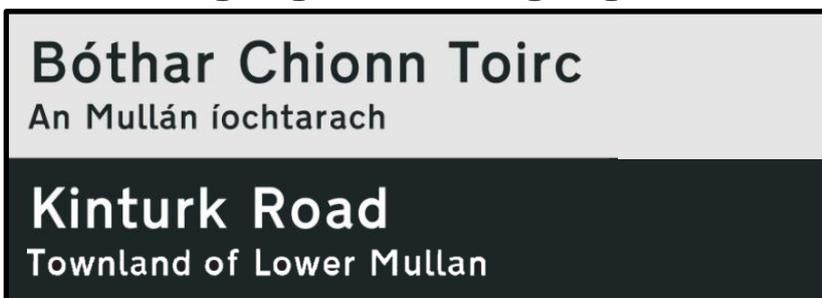


Example signage

Specification

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

Dual Language Street Signage



Example signage

Specification

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

Appendix D- Accessibility Statement

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



Comhairle Ceantair
Lár Uladh
Mid Ulster
District Council

Appendix E

18 February 2019

Our Ref:- «Ref»

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

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

Dear Sir/Madam

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

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

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

Our records would indicate that you meet the above criteria.

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

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

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

Tel: 03000 132 132 (Ext 22208)

Email: wilfie.wilkinson@midulstercouncil.org

Yours faithfully

W Wilkinson
Head of Building Control

Enc

Cookstown Office
300 Bally
COURTNEY
BT82 8DT

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

Magherafelt Office
Ballyronan Road
Magherafelt
BT45 6EN

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

19 February 2019

Our Ref:- MUDL0078

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

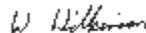
Ref: Application for Dual Language signs at Name of Street/Development

Dear Sir/Madam

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

Thank you for your time completing this survey.

Yours faithfully



W Wilkinson

Head of Building Control

Options

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

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

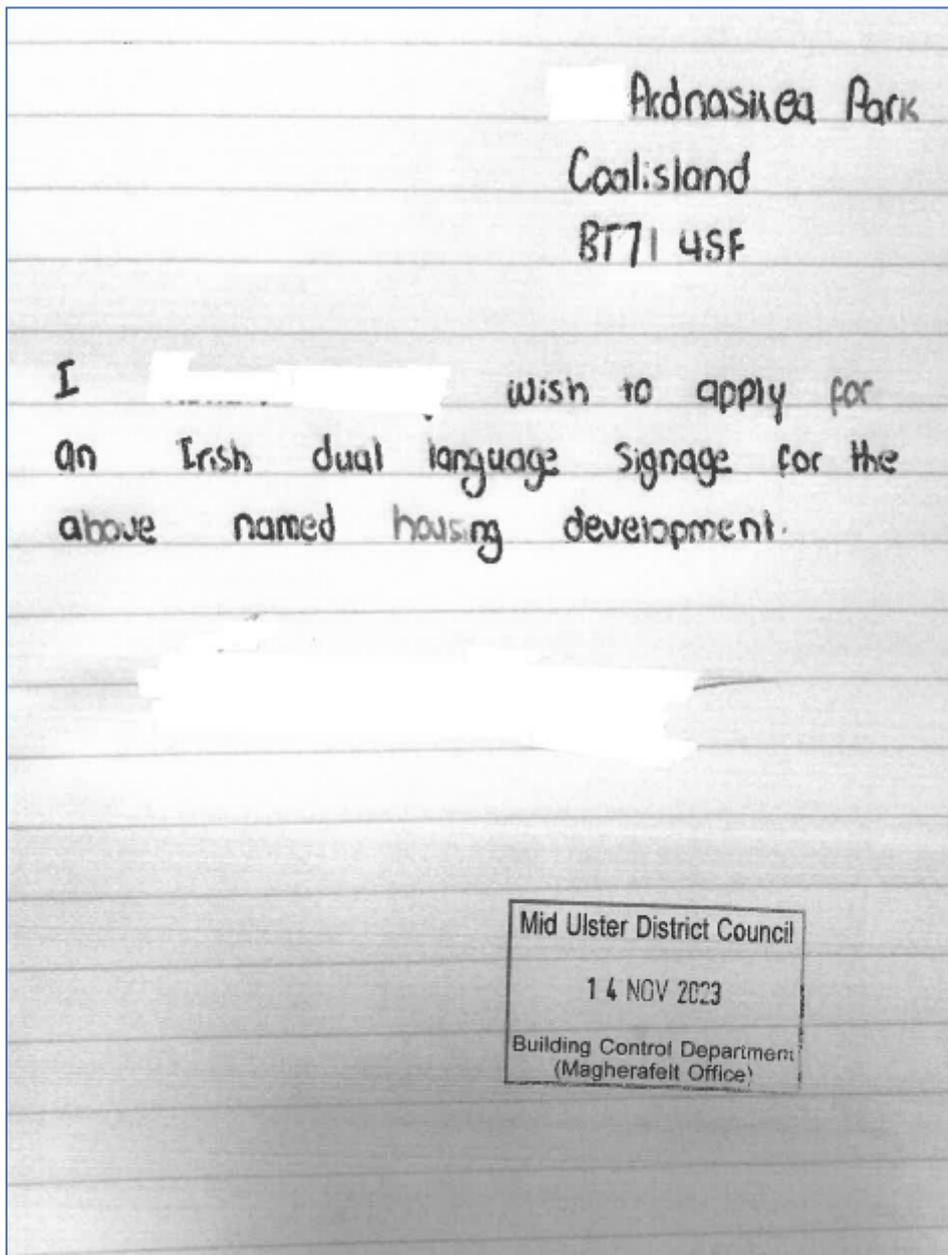
Print Name: _____

Address: _____

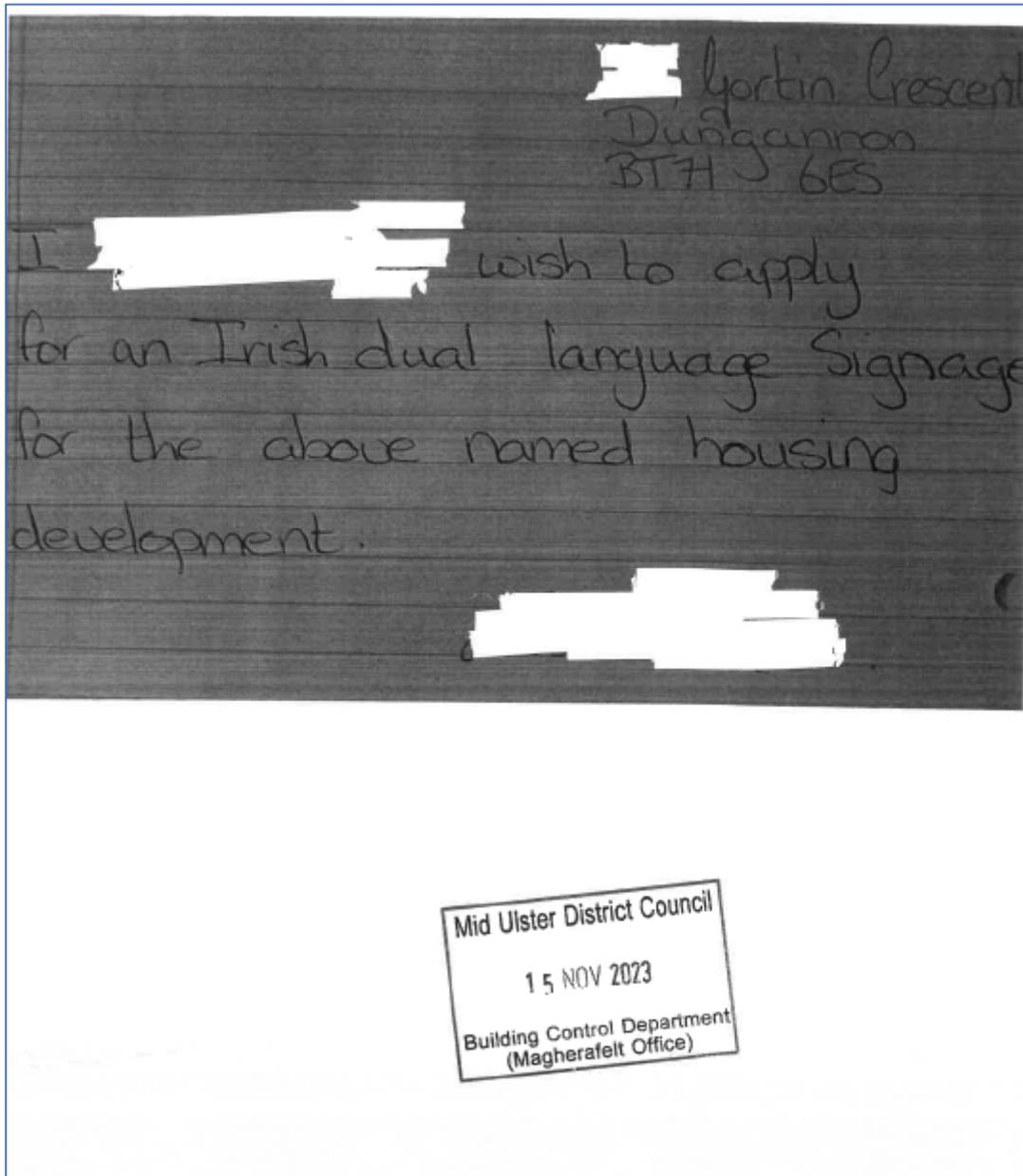
Signature: _____

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

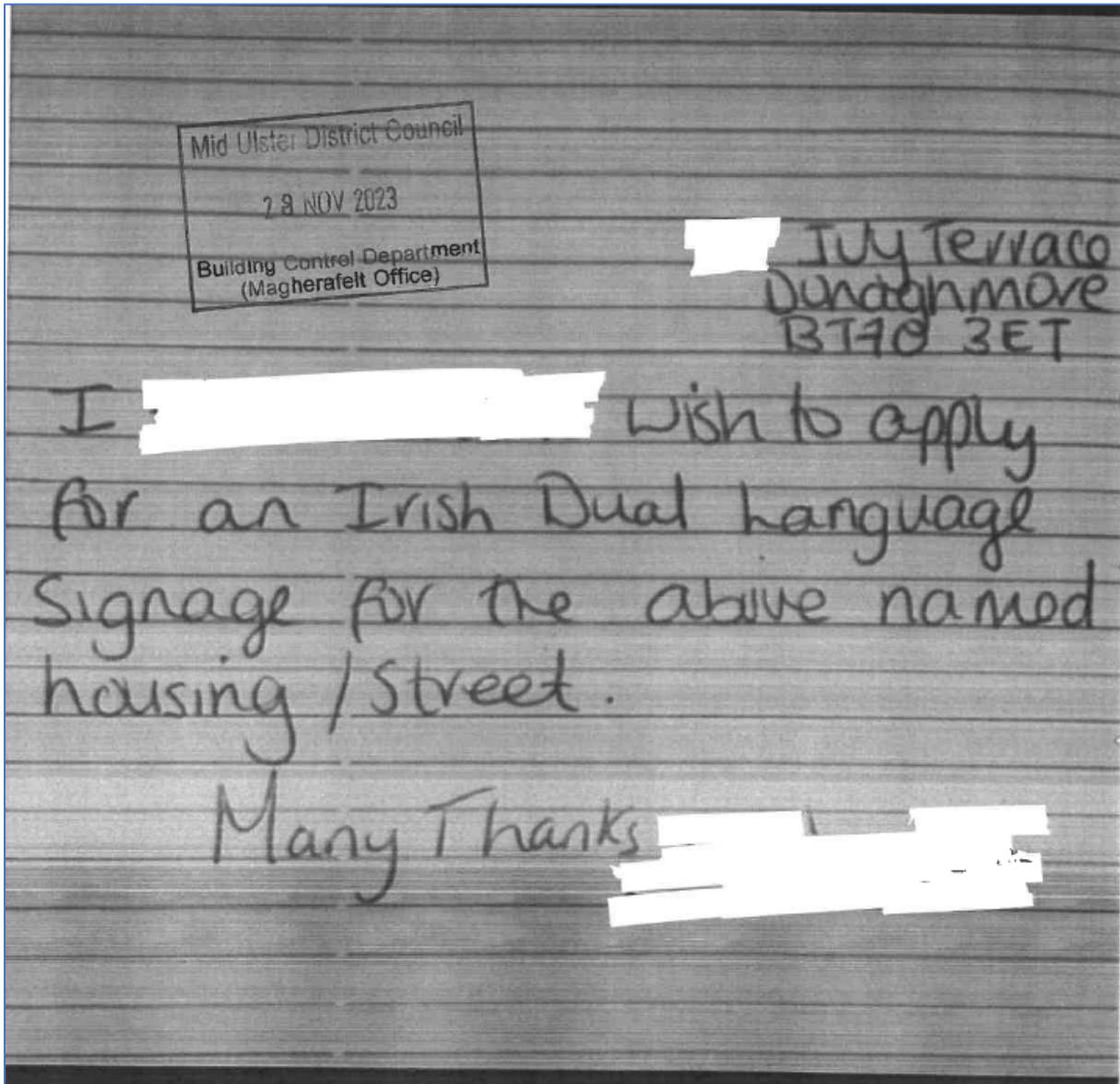
Appendix 2 - Letter received from a resident of Ardnaskea Park, Coalisland



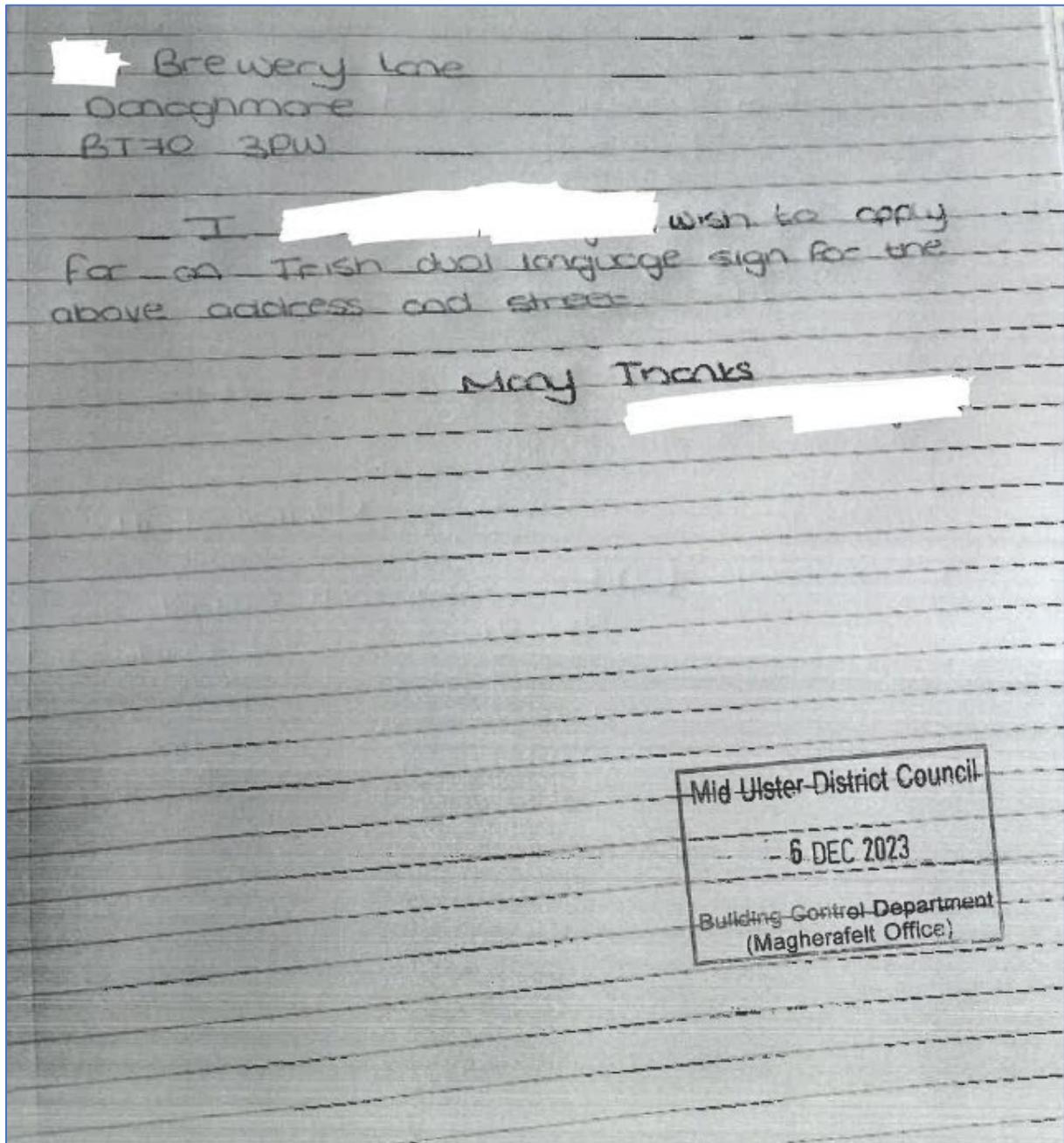
Appendix 3 - Letter received from a resident of Gortin Crescent, Dungannon



Appendix 4 - Letter received from a resident of Ivy Terrace, Donaghmore



Appendix 5 - Letter received from a resident of Brewery Lane, Donaghmore



Appendix 6 - Letter received from a resident of Brackaville Road. Coalisland

[redacted] Brackaville road
Coalisland
BT714NL

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

Many thanks
[redacted]

Mid Ulster District Council
14 DEC 2023
Building Control Department
(Magherafelt Office)

