

August 29th, 2024

Notice Of Meeting

You are requested to attend the meeting to be held on **Wednesday, 4th September 2024** at **7:00 pm** in **Hybrid - Church Street, Newtownards and via Zoom.**

Agenda

Agenda

(Attached)

[EC 04.09.24 Agenda.pdf](#)

Page 1

1. Apologies

2. Declarations of Interest

Reports for Approval

3. Response to Notice of Motion - Station Road Dog Control Order

(Attached)

[Item 3 Response to Notice of Motion - Station Road Dog Control Order.pdf](#)

Page 3

4. Request from Lidl Regarding Sunday Trading

(Attached)

[Item 4 Request from Lidl NI re Sunday Trading.pdf](#)

Page 11

[Item 4 Appendix 1 Usdaw Response.pdf](#)

Page 13

Items Delegated to Committee - Reports for Approval

5. Grant of Entertainment Licence

(Attached)

[Item 5 Grant of Entertainment Licences.pdf](#)

Page 22

Reports for Noting

6. Environment Directorate Budgetary Control Report - July 2024

(Attached)

[Item 6 Environment Budget Control Report - Jul 2024.pdf](#)

Page 24

7. Q4 Net Activity Report - January to March 2024

(Attached)

📎 *Item 7 Q4 NET Activity Report January - March 2024.pdf*

Page 27

8. Q1 Net Activity Report - April to June 2024

(Attached)

📎 *Item 8 Q1 NET Activity Report April - June 2024.pdf*

Page 37

9. NI Municipal Waste Management Statistics January to March 2024

(Attached)

📎 *Item 9 NI Local Authority Municipal Waste Management Statistics January to March 2024.pdf*

Page 48

10. Quarterly Energy Consumption Update

(Attached)

📎 *Item 10 Quarterly Sustainable Energy Management Strategy Progress Report Q1 2024-25 DL.pdf*

Page 61

📎 *Item 10 Appendix 1 ANDBC Energy Strategy Action Plan - Updates for Q1 2024-25.pdf*

Page 66

11. Harbour KPI Report and Harbour 5-year Safety Plan

(Attached)

📎 *Item 11 Half-Yearly Harbours Safety Report January to June 2024 DL.pdf*

Page 81

📎 *Item 11 Appendix 1 ANDBC Harbours PMSC KPI's January to June 2024.pdf*

Page 84

📎 *Item 11 Appendix 2 Harbours 5 year Safety Plan.pdf*

Page 89


12. Any Other Notified Business

*****ITEMS 13-14 IN CONFIDENCE*****

Reports for Approval

13. Extension of Existing Glass Recycling Contract

(Attached)

 *Item 13 Contract Extension - Glass Recycling Service DL.pdf*

Not included

14. NOM Report - Donaghadee Harbour

(Attached)

 *Item 14 NOM Report Donaghadee Sea Defences DL.pdf*

Not included

 *Item 14 Donaghadee Harbour Study Proposal_11Jun24_incl RPS TermsConditns.pdf*

Not included

ARDS AND NORTH DOWN BOROUGH COUNCIL

28 August 2024

Dear Sir/Madam

You are hereby invited to attend a hybrid meeting (in person and via Zoom) of the Environment Committee of Ards and North Down Borough Council in the Council Chamber, 2 Church Street, Newtownards on **Wednesday, 4 September 2024** commencing at **7.00pm**.

Yours faithfully

Susie McCullough
Chief Executive
Ards and North Down Borough Council

A G E N D A

1. Apologies
2. Declarations of Interest

Reports for Approval

3. Response to Notice of Motion – Station Road Dog Control Order (Report attached)
4. Request from Lidl Regarding Sunday Trading (Report attached)

Items Delegated to Committee - Reports for Approval

5. Grant of Entertainment Licence (Report to follow)

Reports for Noting

6. Environment Directorate Budgetary Control Report - July 2024 (Copy attached)
7. Q4 Net Activity Report – January to March 2024 (Copy attached)
8. Q1 Net Activity Report – April to June 2024 (Copy attached)
9. NI Municipal Waste Management Statistics January to March 2024 (Report attached)
10. Quarterly Energy Consumption Update (Report attached)

11. Harbour KPI Report and Harbour 5-year Safety Plan (Copy attached)

12. Any Other Notified Business

*****ITEMS 13-14 IN CONFIDENCE*****

Reports for Approval

13. Extension of Existing Glass Recycling Contract (Report attached)

14. NOM Report – Donaghadee Harbour (Copy attached)

MEMBERSHIP OF ENVIRONMENT COMMITTEE (16 Members)

Alderman Armstrong-Cotter	Councillor Kerr
Councillor Blaney	Alderman McAlpine (Chair)
Councillor Boyle	Councillor McKee
Alderman Cummings	Councillor McKimm
Councillor Cathcart	Councillor Morgan
Councillor L Douglas	Councillor Rossiter
Councillor Edmund	Councillor Smart (Vice Chair)
Councillor Irwin	Councillor Wray

Unclassified

3

ITEM 3**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	14 August 2024
File Reference	92000
Legislation	Clean Neighbourhoods and Environment Act (NI) 2011 The Dog Control Orders (Prescribed Offences and Penalties, etc.) Regulations (Northern Ireland) 2012 The Dog Control Orders (Procedures) Regulations (Northern Ireland) 2012
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Response to Notice of Motion - Station Road Dog Control Order
Attachments	Appendix A- Specified wording to be used in, and the form of, a dog control order Appendix B - Procedures before and after making or amending a dog control order

Background

A Notice of Motion was agreed by the Council as follows:

That Council brings a report with a view to implementing a “dogs on leads” policy on that part of the Coastal Path which traverses the private road serving the properties 91 to 117 Station Road, Holywood inclusive.

Not Applicable

4

Aim of Introducing a Dog Control Order

The Members bringing this NOM have received a complaint about dogs fouling on the pathway and of dogs straying into private gardens and fouling there.

The aim of the proposed dog control order would be to reduce dog fouling along this approximately 470m length of the North Down Coastal Path, by requiring dogs be kept on a lead of not more than 2m length when on this stretch of the coastal path.

When dogs are kept on a lead in this manner, the opportunity to foul without the knowledge of the responsible person is reduced.

This stretch of the coastal path is a private road, which is a shared private driveway, over which there is a public access right of way.

Enforcement History

In a search of Council records for the past year, there has only been one reported incident on this section of the coastal path, of a 'dog not under adequate control'. There have been no recorded incidents of dog fouling in that time period.

Power to Make Dog Control Orders

The Clean Neighbourhoods and Environment Act (NI) 2011 (Sect. 40) provides the Council with the power to create an order establishing a specified offence or offences relating to the control of dogs in respect of any land in its district (known as a "Dog Control Order"). In relation to dogs on lead, this part applies to any land which is open to the air and to which the public are entitled or permitted to have access (with or without payment).

Specified offences include 'not keeping dogs on leads in a designated area', and the Dog Control Orders (Prescribed Offences and Penalties, etc.) Regulations (Northern Ireland) 2012 provide the method of creating such an Order. It is not possible to completely exclude dogs from a road since that particular control is exempted on roads (as defined by The Controls on Dogs (Non-applicable to Designated Land) Order (Northern Ireland) 2012).

Dog Control Orders: Supplementary

Section 41 of the Act provides for the Department to prescribe the penalties, or maximum penalties, which may be provided for in a Dog Control Order in relation to any offence. A fine may not exceed Level 3 on the standard scale in relation to any offence (currently £1000).

The current level agreed for all Dog Control Order offences is £80 fixed penalty, discounted to £60 if paid within 14 days.

The Members bringing this NOM have received a complaint about dogs fouling on the roadway and of dogs straying into private gardens and fouling there.

Not Applicable

5

Consideration of Possible introduction of Dog Control Order

Benefits of creating this particular Dog Control Order include the regulation of a section of coastal path where:

- residents directly affected may welcome the introduction of such a control
- dogs on lead cannot stray into adjacent gardens
- dogs on lead are unlikely to foul without the knowledge of the responsible dog walker
- dogs on lead are more likely to be under control and be less likely to be involved in attacks or incidents with runners or cyclists

Disbenefits of creating this dog control order include:

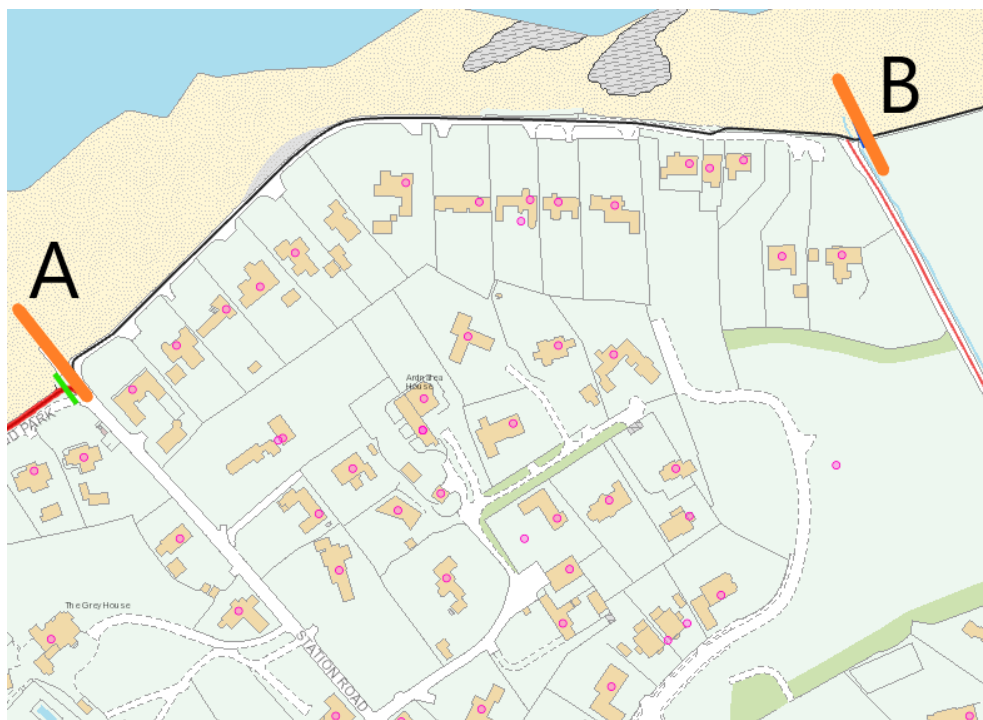
- the added restriction imposed on dog exercise may be opposed
- Council enforcement capacity will be limited due to staffing capacity and the difficulties associated with identifying offenders
- potential to create an expectation of further control areas elsewhere in the Borough, with the resource pressures that would create.
- no offence is committed where the person has a reasonable excuse for failing to keep the dog on a lead, or the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to the person failing to do so. Landowners and occupiers will be exempt and can permit others to walk dogs without leads, only on the land owned by them. They may also oppose introduction.

Land Ownership

The area of land under consideration is a section of the coastal path, between points A and B on the map below. It is a private road with a public access right of way over it. It is not owned or maintained by the Council and officers are aware of previous land dispute issues in the vicinity.

Not Applicable

6



Statutory signage would be required at either end of the designated roadway.

Unfortunately, the land at both ends of the proposed restricted section is unregistered and the Lands Section have been unable to establish ownership.

In order to erect poles and signage it would be necessary for the Council to do so at risk. The Order cannot be enforced without signage.

The specified wording to be used in, and the form of, a Dog Control Order is detailed at Appendix A. The statutory procedure for implementing dog control orders is outlined in Appendix B.

Next Steps

Should the Council decide to progress the making of a Dog Control Order, the actions required will include:

- Further attempted clarification of land ownership/use for erecting signage
- A public consultation exercise
- The hearing of any representations by the Council
- A final decision by the Council on the making of an Order.

Cost to the Council of implementation (consultation process and signage) is envisaged to be in the region of £500. This does not allow for any legal costs associated with potential land dispute issues that may arise with the making of an Order at this location.

It would be anticipated that a 6-month time frame could be expected.

Not Applicable

7

RECOMMENDATION

It is recommended that the Council decides whether to proceed with the process of making a Dog Control Order as set out in this report.

Not Applicable

8

Appendix A

Extract from - The Dog Control Orders (Prescribed Offences and Penalties, etc.) Regulations (Northern Ireland) 2012

Specified wording to be used in, and the form of, a dog control order

- 4.** A district council which makes a dog control order shall—
- (a) in providing for any offence, use the wording specified in the Schedule applying to that offence (under the heading “offence”); and
 - (b) in all other respects make the order in the form set out in that Schedule, or in a form substantially to the like effect

SCHEDULE 2 OFFENCE OF NOT KEEPING A DOG ON A LEAD and FORM OF ORDER

- 1.—**(1) Subject to sub-paragraph (2), it is an offence for any person when being in charge of a dog on land to which a dog control order (described as a “Dogs on Leads Order” in the form of order set out below) applies, not to keep the dog on a lead or on a lead of a maximum length prescribed in the order, at any time or during such times or periods as may be specified in the order. (Currently the **North Down Borough Council Dog on Leads (Promenades and Gardens) Order 2013** requires a lead of no more than 2 meters in length)
- (2) No offence is committed where the person has a reasonable excuse for failing to keep the dog on a lead, or the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to the person failing to do so.
- 2.** In any Dogs on Leads Order, the offence of not keeping a dog on a lead is to be set out in full as stated in Article 3 in the form of order given below.
- 3.** In all other respects, a Dogs on Leads Order providing for that offence is to be in the form of order given below, or in a form substantially to the like effect.

Not Applicable

9

Form of Order

The Clean Neighbourhoods and Environment Act (Northern Ireland) 2011

The Dog Control Orders (Prescribed Offences and Penalties, etc.) Regulations (Northern Ireland) 2012 (S.R. 2012 No. [])

The Dogs on Leads ([X](a)) Order [X](b)

[X](c) makes the following Order—

Commencement

1. This Order comes into operation on [X](d).

Application

2. This Order applies to the land specified in [the Schedule] [Schedule 1](e).

Offence

3.—a) Any person in charge of a dog is guilty of an offence if, [at any time][during the [times][periods] specified in Schedule 2](f), on any land to which this Order applies the person does not keep the dog on a lead [of not more than [X feet/inches] in length](g), unless—

(a) the person has a reasonable excuse for failing to do so; or

(b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to the person failing to do so.

(2) For the purposes of this Article a person who habitually has a dog in their possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

(1) Identify, specifically or generally, the land in respect of which the Order applies.

(b) Insert year in which Order is made.

(c) Insert name of district council making the Order.

(d) Insert date Order comes into force, being at least 14 days after making of the Order.

(e) Specify whichever is the case.

(f) Specify whichever of the options in square brackets is to apply.

(g) If this is to be specified, insert maximum length of lead.

Not Applicable

10

Appendix B

The Dog Control Orders (Procedures) Regulations (Northern Ireland) 2012
Procedures before and after making or amending a dog control order.

- 3.—**(1) Before making a dog control order under section 40 of the Act, (Clean Neighbourhoods and Environment Act (Northern Ireland) 2011) a district council shall consult upon its proposal to make the order by publishing a notice of that proposal—
- (a) in a local newspaper circulating in the area in which the land to which the order applies is situated; and
 - (b) on its website.
- (2) The notice referred to in paragraph (1) shall—
- (a) identify the land in respect of which the order applies;
 - (b) summarise the order;
 - (c) where the order refers to a map, state where the map may be inspected at an address within the district council's area, and that any inspection shall be free of charge at all reasonable hours during the period ending with the date mentioned in sub-paragraph (e);
 - (d) state that representations may be made to the council about the proposal; and
 - (e) state that any such representations must be made before the date specified in the notice, such date being at least 28 days after the date on which the notice is first published in accordance with paragraph (1).
- (3) The district council shall not make the order before the date specified in the notice.
- (4) After making a dog control order, the district council shall, not less than seven days before the day on which the order is to come into operation—
- (a) where practicable, place signs summarising the order in conspicuous positions on or near the land in respect of which it applies;
 - (b) publish, in a local newspaper circulating in the area in which the land in respect of which the order applies is situated, a notice that the order has been made and stating the place at which the order may be inspected and copies of it obtained; and
 - (c) make the information referred to in sub-paragraph (b) available on its website.
- (5) This regulation shall apply to the amendment of a dog control order as if references to its making were to its being amended.

Coming into operation of a dog control order

- 5.** The date of coming into operation of a dog control order (including an order amending a dog control order) shall be at least 14 days after the date on which the order is made.

In addition, given the relatively small number of dwellings beside the roadway, it would be considered best practice and reasonably practicable to write to each occupier within the proposed designated area giving notification of the proposed order.

Unclassified

11

ITEM 4**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	23 August 2024
File Reference	90101
Legislation	The Shops (Sunday Trading &c) (NI) Order 1997
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Request from Lidl regarding Sunday Trading
Attachments	Appendix 1 - Response from UDSA

Members will recall that a report was brought to Committee in June 2024 advising that Lidl Northern Ireland Limited had written to request that Council consider making Newtownards and Bangor 'seasonal towns' in order that they can benefit from extended Sunday opening hours.

Currently, large shops with a retail space over 280 sq. metres can only open on a Sunday between the hours of 1pm and 6pm excluding Easter Sunday or Christmas Day; with a few exceptions including petrol stations, pharmacies and shops selling motor supplies and accessories.

Under the Shops (Sunday Trading &c) (NI) Order 1997 a Council can designate an area as a holiday resort which would permit extended Sunday trading hours in large shops between 1 March and 30 September each year, on up to 18 days. The term holiday resort is not defined in the Order.

Ards Borough Council had previously designated Donaghadee and Ballywalter.

Not Applicable

12

It was agreed that “Council engages with both Bangor and Ards Chambers of Commerce, along with relevant unions to seek views regarding the request from Lidl to extend Sunday opening”.

Officers engaged with the four Trade Unions listed as representing the retail in Northern Ireland; GMB, SIPTU, USDAW and Unite, who were asked to make any comments on the matter by 16 August 2024.

Unite requested additional information, however, did not make any comments.

The response in Appendix 1 was received from USDAW who stated they firmly believe that no decision to extend Sunday trading hours should be made without considerable further consultation with retail workers who will have their working and personal lives directly impacted by the decision. USDAW also advised they would be happy to facilitate a meeting should the Council decide to progress with the designation process. No comments were made by GMB or SIPTU.

Officers also engaged with Bangor and Ards Chambers through the City and Town Advisory Groups. Ards Chamber opposed the designation of Newtownards as a holiday resort under the Shops (Sunday Trading &c) (NI) Order 1997.

Bangor Chamber stated they would be supportive of the designation of Bangor as a holiday resort under the Shops (Sunday Trading &c) (NI) Order 1997. They referred to the Queens Parade re-development and how it would be advantageous to have more flexible opening times for tourists and shoppers in the city when it is completed.

One further expression of support for the designation of holiday resorts was received by email from an individual who stated they were in agreement. This individual's interest and connection to the retail sector is currently unknown.

The designation process is set out in the Order. If the Council make a designation, it shall publish a notice of the designation.

RECOMMENDATION

It is recommended that the Council considers the responses from the Trade Unions and Bangor and Ards Chambers and decide if it wishes to designate Bangor and/or Newtownards as holiday resorts.



ARDS AND NORTH DOWN BOROUGH COUNCIL

SUNDAY TRADING

**USDAW RESPONSE TO REQUEST FOR
INFORMATION**

AUGUST 2024

ARDS AND NORTH DOWN BOROUGH COUNCIL

SUNDAY TRADING

USDW RESPONSE TO REQUEST FOR INFORMATION

INTRODUCTION

Udaw, the Union of Shop, Distributive and Allied Workers, is the UK's fifth largest union. Membership is over 360,000 and growing, with over 18,300 members in Northern Ireland.

Retail is the largest sector of employment in Northern Ireland with 136,000 staff – an average of 7,555 retail workers in each Northern Ireland constituency, comprising 15.4% of all employment. Usdaw has agreements with some of the biggest retailers in Northern Ireland and Belfast, with members in Tesco, Asda, Sainsbury's, Co-op, Primark, Poundland and Argos amongst others.

This is what gives Usdaw a unique insight into the current crisis facing retailers and retail workers. Based on this knowledge and insight Usdaw has become a leading voice in advocating for a strong future for the retail sector. In 2019, we published our *Industrial Strategy for the Retail Sector*, this was followed up by a *Covid Recovery Plan* in 2021 and *A Plan for the Future of Retail Work*, devised in 2023. Usdaw is clear that there are a whole range of fundamental issues holding back growth in the retail sector, however none of these issues include the restriction on Sunday trading hours.

In light of the challenges facing the sector, Usdaw welcomes the opportunity to respond to put forward our views on the proposal to designate Bangor and Newtonards as holiday resorts for the purpose of extending Sunday trading hours. As detailed below, we believe that such a measure would be an incredibly ineffective sticking plaster that would not tackle the fundamental issues affecting the sector and potentially do more harm than good.

Furthermore, we note the short timescales within the request for a response to the proposals. The two-and-a-half-week timetable has unfortunately not given us time to get fresh survey statistics from our members. We have relied on previous survey statistics from 2020, which we believe will have remained broadly in line with current views. However, we are of the firm view that no decision should be made to extend Sunday trading hours without significant engagement with workers affected. Usdaw would be happy to co-ordinate this engagement, both through surveying our members and arranging for Usdaw members and reps to meet with the Council to discuss their concerns.

We would be keen to have the opportunity to work together with Ards and North Down Borough Council to share our experience and knowledge of retail and to help the Council develop a strategy that prevents further store closures and job losses, with a long-term view of driving footfall and economic growth across the area.

EXECUTIVE SUMMARY

Udaw is fully committed to working with the Council and other interested parties on supporting and improving the wider weekend retail offer and we are also supportive of the Council's aim to improve the current offer to tourists.

However, on the question of extending Sunday trading hours, Usdaw remains opposed on numerous grounds.

Following our previous survey of members in Northern Ireland, 91.69% opposed the proposal for extended opening hours. If Ards and North Down Borough Council allows large stores to

open for longer hours on Sundays, there would be a large and negative impact upon retail workers, their families and their communities.

Sunday trading would take a heavy toll on staff who work in large shops who would come under even more pressure to work on Sundays. This would increase pressure on families who would have less time to spend together (especially those with children at school) and on communities which would be less able to organise sports, leisure activities and worship on Sundays.

There would be a detrimental impact on smaller retailers in Bangor and Newtonards who can already open longer hours on Sundays. These stores rely on the boost in trade they get on Sunday morning.

This issue is not a new one in Northern Ireland. When a change in the law was considered in 2011, it was rejected following consultation. The Minister for Social Development stated in an answer to an oral question of 17 October 2011 that 'there is no firm evidence that deregulation would bring economic benefits' and that he agreed that the campaign to extend Sunday opening hours was 'wrong' and that it is important to 'protect the difference that Sunday brings in the weekly calendar: it should be a day for family, relaxation and recreation'. This outcome upheld the view that 'the current law was regarded by those who introduced it as a reasonable compromise between strongly held and competing views'.

Crucially, even the proponents of extended Sunday opening hours have not been able to show it will lead to economic benefits or job creation – longer opening hours do not mean people have more money to spend.

This is why there is little or no appetite from retailers to extend trading hours, on Sunday or any other day of the week. In fact across there has been a trend over the last six to eight years of retailers reducing their trading hours. It has become increasingly apparent that longer trading hours does not translate to a boost in profits but merely redistributes sales, while at the same time increasing costs and overheads. However, the 'domino effect' would mean larger stores would be forced to open to retain customer loyalty and gain a competitive advantage. Retailers are used to changing staffing hours to suit shopping times, so staff would simply lose working hours in the week and have to work on Sundays.

If Ards and North Down Borough Council is committed to creating an enhanced retail offers in Newtownards and Bangor to drive footfall and economic growth, then fundamental change is needed. The challenges in retail are due to an accumulation of factors over many years, with some being more complex than others. Retailers have been vocal about their priorities and what is needed to help the sector in this current climate and this is sharply focused on fundamental issues such as business rates, high rents/long leases and many other factors that have burdened the sector in recent years.

Addressing these issues on a local level would help to improve Newtownards and Bangor's retail offer and drive economic growth across the Ards and North Down area, not just on a Sunday but seven days a week.

BACKGROUND

Shops (Sunday Trading & c) (Northern Ireland) Order 1997

On the matter of Sunday trading, the Shops (Sunday Trading & c) (Northern Ireland) Order 1997 allows:

- Small shops (those with a floor area not exceeding 280 square metres) to open at any time on a Sunday.

- Large shops (those with a floor area greater than 280 square metres) to open between 1 pm and 6 pm (except on Easter Sunday or when Christmas Day falls on a Sunday).
- Local authorities to designate particular areas as 'holiday resorts'. In these areas, large shops may open at any time on a Sunday for up to 18 Sundays (other than Easter Sunday) between 1 March and 30 September.

The current arrangement provides a reasonable level of balance, allowing large shops to trade for part of the day and meaning that smaller shops can open for longer, staffed by family members, or by very few staff, helping small shops remain viable and preserve the high street.

In the past two years there has been two consultations on the proposal of extending Sunday trading hours and a clear decision by the Council to reject the proposal and the detrimental impact it would have on retail workers, their families and their communities.

Results of Usdaw's 2020 Survey of Members: Headlines

In gathering evidence to respond to a Belfast consultation on the same topic in 2020, Usdaw once again surveyed members in Northern Ireland to see if there had been any change in their opinions or circumstances.

The results were in line with the survey we conducted in 2018, with no indication from the findings that views/circumstances has changed over that period. Due to the short timescales on this consultation, we haven't been able to re-run this survey however have no reason to believe that views have changed. The results from the surveys clearly demonstrate the strength of feeling of Usdaw members, and retail workers, on this subject.

The headline results from the 2020 survey are:

- 91.69% of respondents thought that shops **should not open longer on Sundays**.
- 82.54% of respondents currently **work at least some Sundays** whilst over a quarter work every Sunday.
- Over two-thirds of respondents (68%) said that they have **already come under pressure** to work on Sundays.
- 41% of respondents have some form of **caring responsibilities**, either for children or sick or elderly relatives.
- 61.49% said the main impact on them and their family from working Sunday was **less time with family/friends**.
- In line with Belfast City Council's Sunday in the City Survey at the time, we directly asked members what would make *'Belfast a more attractive tourism, shopping, leisure or family destination'*, with respondents identifying *More cultural activity and live events, More family friendly events and Better public transport* as *'most likely'*. The *'least likely'* option was categorically *extended retail opening hours* (58% of total survey respondents scored this as the *'least likely'* out of all options).

TOURISM

The Shops (Sunday Trading &c) (NI) Order 1997 allows Councils to designate holiday resorts and therefore be able to extend Sunday trading hours in large shops for the purpose of tourism. The link between a strong retail sector and an area's tourist appeal is nuanced and debatable. It is not as simple as saying extended opening hours for a larger store automatically translates to a strong offer to tourists or weekend visitors.

For those visitors or tourists who do want to take in the sites on a Sunday morning, there are numerous options. At weekends huge numbers flock to key attractions including Bangor Castle, the Somme Heritage Centre, the Giant Causeway, not to mention filming locations used in Game of Thrones and other Game of Thrones related experiences.

In regards to the area's retail offer, in many ways a diverse and balanced retail sector, with unique and independent local businesses, complementing cafes, bars, and other cultural attractions is the most desirable combination when developing and marketing an area to tourists.

This proposal is not the first time that extension of Sunday trading hours have been considered in relation to catering for and boosting tourist numbers. The extension during the 2012 Olympics and the relaxation of Sunday trading restrictions on Guernsey at the end of 2015 were both linked with tourism. Also, as stated above, Belfast City Council reviewed the possibility of utilising the same provisions for Belfast City Centre in 2020. Following a comprehensive review, titled 'Sundays in the City' it was agreed that there was no comprehensive case to implement a change.

In the case of Guernsey, which had much more restrictive Sunday trading arrangements than those currently in operation in Belfast, arguments were made that extended Sunday trading would be beneficial for tourists and increase the appeal for cruise ships.

Whilst there has not been a definitive economic analysis of the impact of the extension, there are two clear indications that it has not had the desired effect:

- Retailers have reported that there has not been a noticeable improvement in trade.
- At the time of the extension, the Jersey Chamber of Commerce said it would be monitoring the situation on Guernsey with a view to pushing for a similar move on Jersey if the extension proved successful. There has been no push for extended Sunday trading on Jersey to date.

In designated 'holiday resorts' across Northern Ireland where retailers have the option to open for longer hours on a set number of Sundays, such as Derry or Strabane, there is no clear evidence that a) this has helped boost tourist numbers b) that stores opening have seen a boost in profits. According to research from Retail NI, public registers of District Councils that have designated themselves as a 'holiday resort' gave an indication that businesses on the registers are not motivated by increasing the tourism trade in the area, but are instead attempting to gain a competitive advantage.¹

If Ards and North Down Borough Council extended Sunday trading hours, this could lead to a souring of relationships with neighbouring Councils who would complain of losing trade to shops in the City Centre which can open longer. Essentially, once the doors to longer Sunday trading hours are opened for Bangor and Newtownards, there would be a continual pressure on other councils to extend opening hours for large stores, regardless of the impact on retail staff, small stores and local communities.

¹<https://www.retailni.com/sites/default/files/policydocuments/Response%20to%20BCC%20Consultation%20on%20Sunday%20Trading%20Hours.pdf>

ECONOMIC EVIDENCE AGAINST EXTENDING SUNDAY TRADING

In the debate on Sunday trading legislation, it is often claimed that additional opening hours on Sundays would boost local economies and assist with regeneration and in the context of the current retail crisis, drive sales and profits for retailers.

The economic evidence overwhelmingly demonstrates that not only would this not help retailers, but this move could be detrimental to retailers. There are numerous sources including UK Government consultations, economic analyses and the results of the trials of extended Sunday trading during the Olympics which have shown that there is no economic benefit and that longer Sunday opening by large stores damages the viability of small stores.

- **Extensive consultation by the Northern Ireland Assembly** in 2011 concluded that 'there is no firm evidence that deregulation would bring economic benefits' (Mr McCausland, Minister for Social Development, Oral Answer 17 October 2011 AQO 562/11-15).
- **The British Retail Consortium's figures showed that during the Olympic Sunday Trading period, retail sales fell by 0.4%** compared to the previous year (BRC monthly footfall indices, August 2012). BIS reported that analysis of ONS data for the period shows the impact was, 'largely inconclusive in terms of economic benefits, with modest benefit to the larger retailers but a more significant loss to smaller retailers'. (Letter from Jo Swinson MP, BIS Minister, to John Hannett, June 2014).
- **The UK Government's Red Tape Challenge** in 2011 received around 3,000 responses from companies, retail staff and third parties. At least 90% of respondents supported the retention of the Sunday Trading Act. Following the consultation, the UK Government's 'retail sector champion' Kevin Hawkins, a former Director General of the British Retail Consortium, said about supermarkets and restricted Sunday opening: "They have all lived with it very well. What we have got is a workable compromise. Most people seem to be satisfied with it most of the time".
- **The UK Government's Cost-Benefit Analysis** of deregulation of Sunday trading in 2006 concluded that extending the hours of Sunday trading would not result in any increase in retail sales or in employment. Furthermore, the report stated that liberalisation of Sunday trading would have a detrimental effect on small stores (and therefore on High Streets) and would also speed up reductions in Sunday premium pay for staff.
- **Belfast City Council's 'Sundays in the City' review** decided to not support the designation of the city centre as a holiday resort, in line with the legislation as set out in the The Shops (Sunday Trading &c.) (Northern Ireland) Order 1997 but develop a programme of cultural animation and an associated marketing programme.

Yet in spite of the lack of economic benefits, retail is essentially competitive and it is vital for stores that they do not lose customer loyalty. Many retailers would seek to open but the reality is that this is simply an added cost pressure for stores. This so-called 'domino effect' could have severe consequence for many retailers in the City who are already struggling to keep their heads above water.

EXTENSION OF SUNDAY TRADING – THE IMPACT ON SHOPWORKERS

In the current climate, retail staff are working under a cloud of uncertainty/insecurity, and morale in the sector is at an all-time low. The constant cycle of restructures, store closures and contract variations has left staff overworked, underpaid and feeling very insecure.

The recent intensification of competition in retail, the squeeze on costs and overall staffing reductions have led to more widespread practices of changing staff hours 'to suit the needs of the business' and increased flexibility demanded of staff to match their working hours to the times when shops are most busy.

Many retail workers are parents and/or carers. Sundays are important family time when children are not at school and few care options are available. Most staff have to work on Saturday, retail's busiest day, so Sundays are very important to them.

In response to the UK Government's proposed changes to the law that would have allowed councils in England and Wales to deregulate Sunday trading in a similar manner to the current proposal from Belfast City Council, the Social Market Foundation tested the proposals against the principles of the 'families test'. The findings were that:

'the risks to family life posed by Government's proposed change to Sunday trading laws are significant. Retail is already a sector where workers are working long and atypical hours, putting pressure on their ability to achieve a balance between work and family life. Working for longer on Sunday will add to that pressure, hurting families by stopping them from spending time together; and the countervailing benefits are small.'

Uzdaw's 2020 survey of retail workers in Northern Ireland conducted during January 2020 showed that over two-thirds of respondents (68%) already came under pressure to work on Sundays. Whilst shopworkers do have the right to opt out of Sunday working, many find they are unable to use it due to pressure from management, and the fact that their working hours can be cut if they opt out of Sundays – which most cannot afford. Employers are under no obligation to replace a shopworker's Sunday hours with hours elsewhere in the week. The practical impact of this is that many shopworkers cannot afford to exercise their rights in this regard.

Sunday working interferes with family life, especially on the ability of parents to spend quality time with their children who may well be at school, and partners who work Monday-Friday/Saturday. Usdaw's survey showed that 61.49% of respondents believed that the main impact of extended Sunday trading hours was less time with family/friends. The shorter Sunday hours allow even those who do have to work to finish early and have some family/social time or to attend a religious service – often the only time for this is the weekend as so many staff have to work Saturdays (still the busiest day in retail).

Uzdaw has been vocal in stating that as a consumer-facing industry; retailers need to put the people who work in retail at the centre of its recovery. On the question of extending Sunday trading, Usdaw members have spoken and 91.69% of Usdaw's members in Northern Ireland do not want to see Sunday trading hours extended.

IMPROVING THE CITY'S RETAIL OFFER

The retail sector is facing one of the most challenging periods in its history. The sector was heavily impacted by the pandemic, with large parts of the sector being forced to close and those parts which remained open facing a significant increase in costs. Before the sector had chance to recover, it then had to cope with the impact of Brexit trading issues and the cost-of-living crisis. It is clear that the sector requires significant support.

Uzdaw is committed to engaging with the Council, as well as the Northern Ireland Assembly, to look at methods of providing appropriate support. As the largest trade union representing retail workers in Belfast, Usdaw clearly has a vested interest in any measures that may prove beneficial to retailers.

Urdaw recognise that this is a huge challenge as chronic underfunding and budget cuts have plagued local authorities for over a decade but local councils need to take lead responsibility in developing and protecting the local high street and their retail sector. Areas that Ards and North Down Borough Council could prioritise include:

- **Business rates** have been a burden on the sector for some time, with many retailers blaming the issue for having to close stores. In Northern Ireland some progress has been made on this issue. The Finance Minister has recently announced a Back in Business scheme offering businesses a 50% rates discount for up to two years if they move into vacant premises that have been unoccupied for 12 months or more and that were previously used for retail purposes. However, this only helps part of the sector and does not deliver sustainable High Streets. Ards and North Down Council increased the Council rate by 5.98% in 2024/2025, leading to a combined rate of 56.86. This is far and above many other areas of the UK and cuts to the rates for retailers would provide a much greater benefit than a few additional trading hours on a Sunday.
- **Public transport** is a key component when it comes to the health of the retail sector but it is often overlooked and undervalued. In order to help drive footfall, Bangor and Newtownards needs a modern public transport system that is accessible, affordable and integrated across towns and communities.

Conclusion

Urdaw fully supports the Council's aim of improving the offer to tourist and we welcome the growth that Northern Ireland has seen in recent years, whether in the form of cruise ships or day/weekend visitors. However, in light of the complex and fundamental challenges facing retailers at present, retail needs to be prioritised and viewed in its own context. The danger of merging the debate on retail/Sunday trading into a wider debate on tourism could be damaging to the sector and many retail businesses who are already struggling in the current climate.

Urdaw knows better than most that the retail sector has been experiencing a difficult time over the last decade, and it is in the interests of our members to work with retailers and other bodies to support the sector as a whole. Based on the evidence available, extended Sunday trading hours will not benefit the sector. On the contrary, the evidence shows that it is likely to have a detrimental effect on the sector with retailers spending more money to open their shops longer in an effort to compete for a finite amount of trade. Not only would the express aim of improving the tourist offer not be achieved, but there would be a negative impact on shopworkers and local communities.

Based on this evidence, we do not believe that Bangor or Newtownards Centres or any part of the wider Ards and North Down area would benefit from extended Sunday trading hours. However, in a broader sense we look forward to sharing our experience and knowledge of retail in any way we can.

Retail is more than just an income stream to fund services and attract visitors. Ards and North Down Borough Council possesses significant powers to make changes that support retailers – whether on business rates, rents/leases (ie tackling vacancy rates), transport and parking etc. By addressing these issues, Ards and North Down Borough Council will be able to drive real change to local businesses, the economy and communities as a whole, seven days a week.

Finally, we do not believe that a two and a half week call for evidence can provide enough information to be able to vary the status quo or force the upheaval of the family lives of retail workers by allowing longer trading hours on a Sunday. Especially as this call for evidence is

taking place over the traditional Summer holiday period. If the Council chooses not to reject the proposal at their next meeting, Usdaw would call for an extensive public consultation period. During this consultation period, I would be happy to personally meet with the Council and facilitate a meeting with retail workers who would be affected by this decision.

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Unclassified

22

ITEM 5**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services
Date of Report	27 August 2024
File Reference	90101
Legislation	The Local Government (Miscellaneous Provisions) (NI) Order 1985
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Grant of an Entertainments Licence
Attachments	None

Applications have been received for the Grant of an Entertainments Licence as follows:

1. McKenna Community Centre, McKenna Road, Kircubbin, BT22 1AS

Applicant: Emma Keith, 19a Deerpark Road, Portaferry, BT22 1PN

Days and Hours:

Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment:

A theatrical performance;

Dancing, singing or music or any other entertainment of a like kind;

Not Applicable

23

Any entertainment which consists of or includes a public contest match, exhibition or display of boxing, wrestling, judo, karate or any similar sport, billiards, pool, snooker or any similar game, darts. Equipment for Playing Snooker or Similar Games.

There have been no objections received.

2. Alexanders, 57 High Street, Holywood, BT18 9AQ

Applicant: Ben Stewart, 80 Belfast Road, Antrim, BT41 1PQ

Days and Hours:

Monday to Sunday during the permitted hours when alcohol may be served on these premises under the Licensing (NI) Order 1996

Type of entertainment:

Dancing, singing or music or any other entertainment of a like kind.

There have been no objections received.

RECOMMENDATION

It is recommended that the Council grants an Entertainments Licence to McKenna Community Centre, and to Alexanders Holywood, subject to satisfactory final inspection by Licensing and Regulatory Services.

Unclassified

24

ITEM 6**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Finance
Date of Report	15 August 2024
File Reference	FIN45 / 40012
Legislation	Section 5 Local Government Finance Act (NI) 2011
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/> If other, please add comment below:
Subject	Environment Directorate Budgetary Control Report - July 2024
Attachments	None

The Environment Directorate's Budgetary Control Report covers the 4-month period 1 April to 31 July 2024. The net cost of the Directorate is showing an underspend of £209k (2.2%) – box A on page 3.

Explanation of Variance

Environment's budget performance is further analysed on page 3 into 3 key areas:

Report	Type	Variance	Page
Report 2	Payroll Expenditure	£231k favourable	3
Report 3	Goods & Services Expenditure	£46k favourable	3
Report 4	Income	£70k adverse	3

Not Applicable

25

Explanation of Variance

The Environment Directorate's overall variance can be summarised by the following table: -

Type	Variance £'000	Comment
Payroll	(231)	<ul style="list-style-type: none"> Waste and Cleansing (£91k) – vacancies within Waste Collection which are in the process of being recruited. Assets and Property (£75k) – vacancies within Property Operations and Fleet Management. Regulatory Services (£66k) – vacancies within Building Control and Neighbourhood Environment Team.
Goods & Services		
Assets & Property	(48)	<ul style="list-style-type: none"> Mainly fleet costs under budget (vehicle fuel)
Income		
Waste & Cleansing	38	<ul style="list-style-type: none"> Trade waste income £35k. Special collections income £11k.
Assets & Property	(15)	<ul style="list-style-type: none"> Wind Turbine (£17k).
Regulatory Services	47	<ul style="list-style-type: none"> Building Control income (£33k). Car Park income £63k. Licensing income £8k. NET – fine income £6k.

Not Applicable

26

REPORT 1 BUDGETARY CONTROL REPORT					
Period 4 - July 2024					
	Year to Date Actual	Year to Date Budget	Variance	Annual Budget	Variance
	£	£	£	£	%
Environment					
200 Environment HQ	69,873	70,100	(227)	211,700	(0.3)
210 Waste and Cleansing Services	6,002,872	6,052,200	(49,328)	17,782,500	(0.8)
220 Assets and Property Services	2,956,363	3,094,900	(138,537)	9,764,700	(4.5)
230 Regulatory Services	162,281	182,700	(20,419)	571,900	(11.2)
Total	9,191,389	9,399,900	A (208,511)	28,330,800	(2.2)
REPORT 2 PAYROLL REPORT					
	£	£	£	£	%
Environment - Payroll					
200 Environment HQ	58,073	58,200	(127)	174,300	(0.2)
210 Waste and Cleansing Services	3,157,569	3,248,100	(90,531)	9,971,600	(2.8)
220 Assets and Property Services	724,914	800,200	(75,286)	2,415,200	(9.4)
230 Regulatory Services	697,260	762,800	(65,540)	2,292,500	(8.6)
Total	4,637,816	4,869,300	B (231,484)	14,853,600	(4.8)
REPORT 3 GOODS & SERVICES REPORT					
	£	£	£	£	%
Environment - Goods & Services					
200 Environment HQ	11,800	11,900	(100)	37,400	(0.8)
210 Waste and Cleansing Services	3,452,432	3,449,000	3,432	9,261,800	0.1
220 Assets and Property Services	2,341,509	2,389,300	(47,791)	7,542,000	(2.0)
230 Regulatory Services	220,194	222,400	(2,206)	582,400	(1.0)
Total	6,025,935	6,072,600	C (46,665)	17,423,600	(0.8)
REPORT 4 INCOME REPORT					
	£	£	£	£	%
Environment - Income					
200 Environment HQ	-	-	-	-	-
210 Waste and Cleansing Services	(607,129)	(644,900)	37,771	(1,450,900)	5.9
220 Assets and Property Services	(110,060)	(94,600)	(15,460)	(192,500)	(16.3)
230 Regulatory Services	(755,173)	(802,500)	47,327	(2,303,000)	5.9
Totals	(1,472,362)	(1,542,000)	D 69,638	(3,946,400)	4.5

RECOMMENDATION

It is recommended that the Council notes this report.

Unclassified

27

ITEM 7**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	13 August 2024
File Reference	92009
Legislation	Dogs NI Order 1983 Dogs (Amendment) Act (Northern Ireland) 2011 Clean Neighbourhoods and Environment Act (Northern Ireland) 2011 Litter (NI) Order 1994 Waste and Contaminated Land (NI) Order 1997
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Q4 NET Activity Report (1 January 2024 to 31 March 2024)
Attachments	Appendix 1 - Number of Service Requests by Type Appendix 2 - Results of Court Proceedings Appendix 3 - List of Fixed Penalties issued by Type and Location Appendix 4 - List of Dog Attack Service Requests

Not Applicable


28

Introduction

The information provided in this report covers, unless otherwise stated, the period 1 January to 31 March 2024. The aim of the report is to provide members with details of some of the key activities of the Team, the range of services it provides along with details of level of performance.

Applications to the Neighbourhood Environment Team**Dog Licences - The Dogs (NI) Order 1983**

It should be noted that these figures include block licences where one licence can be issued for multiple dogs in specific circumstances.



	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
Dog licences issued during the three months	4825	5165	

Concessionary licences remain at 82% of dog licences issued over the period. This includes the categories of neutering (£5) / over 65 (Free – 1st dog) / over 65 subsequent dog (£5) and income related benefits (£5). Standard dog licence £12.50 and block licence £32. The application fees are set by statute.

DOG CONTROL – Dog Licences	2024	2023
Full Cost	890	928
Reduced - Neutered	2449	2651
Reduced - Benefits	483	512
Free – Over 65	877	956
Reduced – Over 65 Subsequent Dogs	112	105
Block Licence	14	13
TOTAL	4825	5165

Investigations

The Neighbourhood Environment Team responds to a range of service requests. In terms of time spent, some types of service requests will be completed immediately whilst others require a longer-term strategy to find a resolution. The breakdown within the categories for the types of service requests received have been detailed in Appendix 1.



SERVICE REQUESTS			
	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
DOG CONTROL	371	591	
ENVIRONMENTAL CONTROL	441	511	

Not Applicable

Fixed Penalty Notices



29

The Neighbourhood Environment Team issued **107** Fixed Penalty Notices for various environmental offences in the Borough.

FIXED PENALTY NOTICES			
	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
DOG CONTROL	71	25	
ENVIRONMENTAL CONTROL	36	47	

Prosecutions

Breakdown of cases being prosecuted through the Court.

PROSECUTIONS			
	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
DOG CONTROL	2	0	
ENVIRONMENTAL CONTROL	3	9	

Educational Programme

Project Ella began its roll out in schools and has been well received. The most popular topics are outlined below together with the number of presentations carried out in the quarter.

Project ELLA Topics	Jan – March 2024
500 Million Years Ago	
Anti-Litter Presentation	
Beach Cleans	
Cry Wolf	
Debating Forum	
ELLA Education Talk	
ELLA In the Community	
Litter Picks	9*
Rock Pooling	
Rubbish Quiz	
Scavenger Hunts	
Sea Trout	3 Schools

*Rathmore PS(P4); Greyabbey PS (P6/7); Hollywood PS (P6)



RECOMMENDATION

It is recommended that the Council notes the report.

Not Applicable

30

APPENDIX 1 – JANUARY TO MARCH 2024

SERVICE REQUESTS			
	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
DOG CONTROL	371	591	
ENVIRONMENTAL CONTROL	441	511	

DOG CONTROL – Service Requests	2024	2023
Dog Attack on Other Domestic Animal	18	16
Dog Attack on Person	13	13
Dog Attack on Livestock	1	3
Barking	34	47
Breeding Establishments	2	1
Collection/Stray	33	28
Control Conditions Issued	7	7
Dangerous Breed	1	3
Dogs Education / Awareness / Events	2	4
Dogs Off Lead	11	0
Expired Dog Licence Calls*	216	415
Greyhound Control	0	0
Inadequate Dog Control	8	16
Straying	18	31
Welfare Initial Response	7	7
TOTAL	371	591

*These calls are carried out to cleanse the database as and when required.

ENVIRONMENTAL CONTROL – Service Requests	2024	2023
Abandoned Shopping Trolleys	0	0
Abandoned Vehicles	56	45
Bye-Laws	0	1
Dog Fouling	162	212
Enviro Education / Awareness / Events	1	9
Fly-Posting	1	0
Fly-Tipping	154	163
Graffiti	18	20
Littering	48	56
Littering Detection (Under 18 yr olds)	1	1
Motorhomes	0	1
Nuisance Parking	0	0
Repairing Vehicles on a Road	0	0
Shellfish Gathering	0	3
Vehicles Exposed For Sale on a Road	0	0
TOTAL	441	511

Not Applicable

31

Further to Members' request to receive a more detailed analysis of trends in relation to fly-tipping, officers have assessed the number of separate incidents reported. The figures in the table below reflect these statistics, which differ from the number of fly-tipping complaints/service requests given in the previous table, as some separate incidents will have been reported more than once.

Separate Fly-Tipping Incidents Recorded by Month for the Past 4 years.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
2020	37	31	52	59	71	60	44	51	40	38	43	32
2021	37	58	51	55	39	53	27	38	31	33	30	28
2022	38	37	41	50	19	31	36	42	36	22	27	23
2023	53	47	40	21	32	34	36	40	56	47	21	28
2024	36	34	15									

Fixed Penalty Notices

FIXED PENALTY NOTICES			
	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
DOG CONTROL	71	25	↑
ENVIRONMENTAL CONTROL	36	47	↓

	2024 Jan - March			2023 Jan - March		
	Jan	Feb	March	Jan	Feb	March
DOG CONTROL						
No Dog Licence	15	30	9	2	1	0
Straying	8	6	3	5	9	8
Breach of Control Conditions	0	0	0	0	0	0
Control of Greyhounds	0	0	0	0	0	0
TOTAL	23	36	12	7	10	8
ENVIRONMENTAL CONTROL	2024 Jan – March			2023 Jan - March		
Litter	7	14	10	7	26	7
Fly-Tipping	1	0	0	0	0	0
Fouling	0	4	0	1	1	5
TOTAL	8	18	10	8	27	12

Not Applicable

32

APPENDIX 2

The following convictions were secured at Newtownards Magistrate's Court between 1 January and 31 March 2024.

In accordance with the instructions of the Resident Magistrate, the Council's solicitor will notify defendants upon first appearance in court in response to a summons, that they may seek to have the matter withdrawn upon payment of legal costs and any fixed penalty notice previously offered. The cases are then adjourned to permit a further opportunity for payment. This has resulted in a number of cases being settled on the day of court upon payment of all costs and fines.

PROSECUTIONS			
	Period of Report Jan – March 2024	Same 3 months Jan – March 2023	Comparison
DOG CONTROL	2	0	↑
ENVIRONMENTAL CONTROL	3	9	↓

Ref:	Offence	Date Of Incident	Fine	Legal Costs Awarded by Court	Service Fee	Offenders Levy	Comments	* Gross Cost to Council Exc. VAT	Net Cost to Council
Court Date – 19th January 2024									
300291	Litter	06/08/2023	£100	£30	£0	£15		£181	£36
Court Date – 16th February 2024									
291746	Litter	08/06/2023	District Judge Dismissed the Case	£0	£0	£0		£177	£177
287202	Litter	08/05/2023	Absolute Discharge	£150	£60	£0		£210	£60
297562	Straying & No Licence	17/07/2023	Straying £40 No Licence £10	£150	£27	£0		£202	£52
Court Date – 15th March 2024									
304981	Straying	09/09/2023	£80	£150	£27	£15		£187	£37

*The Court may limit the level of legal costs awarded against a defendant, resulting in a nett cost of enforcement to the Council, and the award may not be repaid to Council for some time.

Not Applicable

33

APPENDIX 3

Offence	Area	Town
Litter	Springhill Shopping Centre Car Park	Bangor
Straying	Greenlea Park	Newtownards
Fly-Tipping	Enterprise Road	Bangor
No Licence	Dickson Park	Ballygowan
No Licence	Upper Crescent	Comber
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Ballywalter Road Car Park	Millisle
No Licence	Andrew Shorefield	Groomsport
No Licence	Andrew Shorefield	Groomsport
Straying	Silverbirch Road	Bangor
No Licence	Manor Street	Donaghadee
No Licence	Rathgill Avenue	Donaghadee
No Licence	Main Street	Greyabbey
No Licence	Main Street	Greyabbey
Litter	Bloomfield Shopping Centre Car Park	Bangor
Litter	Ards Shopping Centre Car Park	Newtownards
Straying	Portaferry Road	Newtownards
No Licence	Portaferry Road	Newtownards
Litter	Whiterock Bay Car Park	Balloo
No Licence	South Green	Newtownards
Straying	Balloo Road Bangor	Bangor
No Licence	Balloo Road Bangor	Bangor
Straying	Finlays Road	Newtownards
Straying	Jubilee Road	Newtownards
No Licence	Harbour Road	Portavogie
No Licence	Ballybarnes Road	Newtownards
Straying	Whitechurch Road	Millisle
Straying	Whitechurch Road	Millisle
No Licence	Station Road	Ballygowan
Litter	Springhill Shopping Centre Car Park	Bangor
No Licence	Whiterock Road	Killinchy
Litter	Bloomfield Playing Fields	Bangor
Straying	Beatrice Road	Bangor
Litter	Ards Shopping Centre Car Park	Newtownards
No Licence	Greenlea Park	Newtownards
Fouling	Parkway	Comber
No Licence	Lord Wardens	Bangor
Fouling	Old Belfast Road	Bangor
Litter	Castlebawn Shopping Centre Car Park	Newtownards
No Licence	Fernmore Avenue	Bangor
Litter	Island Hill Car Park	Comber

Not Applicable

34

Offence	Area	Town
Straying	Ballyblack Road	Newtownards
No Licence	Brandon Park	Portavogie
No Licence	Stangate Avenue	Newtownards
No Licence	Green Gables	Conlig
No Licence	Beverley Crescent	Newtownards
No Licence	Seaforth Close	Bangor
No Licence	Seaforth Close	Bangor
No Licence	Rocklyn Walk	Donaghadee
No Licence	Ringcreevy Road	Comber
Fouling	Victoria Avenue	Newtownards
No Licence	Craigrusky Road	Kilinchy
No Licence	Craigrusky Road	Kilinchy
No Licence	Springfield Road	Bangor
No Licence	Springfield Road	Bangor
No Licence	Springfield Road	Bangor
No Licence	Darragh Gardens	Comber
Litter	Asda Car Park	Bangor
No Licence	Balmoral Square	Bangor
No Licence	Balmoral Square	Bangor
No Licence	Dicksonia Drive	Newtownards
No Licence	Manor Crescent	Bangor
No Licence	Manor Crescent	Bangor
Litter	Ards Shopping Centre	Newtownards
No Licence	Bristol Park	Newtownards
No Licence	Bristol Park	Newtownards
No Licence	Cambourne Park	Newtownards
Litter	Castlebawn Shopping Centre Car Park	Newtownards
Litter	Castlebawn Shopping Centre Car Park	Newtownards
Litter	Springhill Shopping Centre Car Park	Bangor
No Licence	Oyster Cove	Donaghadee
No Licence	Westmorland Crescent	Bangor
Litter	Kingsland Car Park	Ballyholme
Litter	Movieland Car Park	Newtownards
Litter	Castlebawn Shopping Centre Car Park	Newtownards
Litter	Bridge Street	Donaghadee
Straying	Jubilee Vets	Newtownards
Litter	Movieland Car Park	Newtownards
No Licence	Kathleen Avenue	Bangor
No Licence	Kathleen Avenue	Bangor
Straying	Kathleen Avenue	Bangor
No Licence	Kathleen Avenue	Bangor
Fouling	Londonderry Park	Newtownards
Straying	Bangor Road	Hollywood

Offence	Area	Not Applicable	Town
Straying	Bangor Road		Hollywood
Litter	Londonderry Park		Newtownards
Litter	Fredrick Street		Newtownards
Litter	Comber Cemetery Car Park		Comber
Litter	Mill Street		Newtownards
Litter	Ards Shopping Centre Car Park		Newtownards
No Licence	Rathgill Way		Bangor
No Licence	Mountain Road		Newtownards
No Licence	Thomas Street		Newtownards
No Licence	Ballywalter Gardens		Bangor
Litter	Movieland Car Park		Newtownards
Litter	Portaferry Health Centre		Portaferry
Straying	Bloomfield Road		Bangor
Litter	Castlebawn Shopping Centre Car Park		Newtownards
Litter	Bangor Road Spar Petrol Station		Newtownards
Litter	Castlebawn Car Park		Newtownards
Straying	Lansdowne Road		Newtownards
No Licence	Priory Mews		Newtownards
Straying	Shore Road		Hollywood
No Licence	Penbrooke Avenue		Bangor
No Licence	Penbrooke Avenue		Bangor
No Licence	Oakley Avenue		Hollywood
No Licence	Springfield Road		Bangor

Unclassified

37

ITEM 8**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Regulatory Services (Temporary)
Date of Report	13 August 2024
File Reference	92009
Legislation	Dogs NI Order 1983 Dogs (Amendment) Act (Northern Ireland) 2011 Clean Neighbourhoods and Environment Act (Northern Ireland) 2011 Litter (NI) Order 1994 Waste and Contaminated Land (NI) Order 1997
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Q1 NET Activity Report (1 April 2024 to 30 June 2024)
Attachments	Appendix 1 - Number of Service Requests by Type Appendix 2 - Results of Court Proceedings Appendix 3 - List of Fixed Penalties issued by Type and Location Appendix 4 - List of Dog Attack Service Requests

Not Applicable


38

Introduction

The information provided in this report covers, unless otherwise stated, the period 1 April to 30 June 2024. The aim of the report is to provide members with details of some of the key activities of the Team, the range of services it provides along with details of level of performance.

Applications to the Neighbourhood Environment Team**Dog Licences - The Dogs (NI) Order 1983**

It should be noted that these figures include block licences where one licence can be issued for multiple dogs in specific circumstances.



	Period of Report April – June 2024	Same 3 months April – June 2023	Comparison
Dog licences issued during the three months	4783	4794	

Concessionary licences remain at 83% of dog licences issued over the period. This includes the categories of neutering (£5) / over 65 (Free – 1st dog) / over 65 subsequent dog (£5) and income related benefits (£5). Standard dog licence £12.50 and block licence £32. The application fees are set by statute.

DOG CONTROL – Dog Licences	2024	2023
Full Cost	790	776
Reduced - Neutered	2441	2518
Reduced - Benefits	506	480
Free – Over 65	912	888
Reduced – Over 65 Subsequent Dogs	120	117
Block Licence	14	15
TOTAL	4783	4794

Investigations

The Neighbourhood Environment Team responds to a range of service requests. In terms of time spent, some types of service requests will be completed immediately whilst others require a longer-term strategy to find a resolution. The breakdown within the categories for the types of service requests received have been detailed in Appendix 1.



SERVICE REQUESTS			
	Period of Report April - June 2024	Same 3 months April – June 2023	Comparison
DOG CONTROL	385	440	
ENVIRONMENTAL CONTROL	348	361	

Not Applicable

Fixed Penalty Notices



39

The Neighbourhood Environment Team issued **95** Fixed Penalty Notices for various environmental offences in the Borough.

FIXED PENALTY NOTICES			
	Period of Report April - June 2024	Same 3 months April – June 2023	Comparison
DOG CONTROL	37	16	
ENVIRONMENTAL CONTROL	58	35	

Prosecutions

Breakdown of cases being prosecuted through the Court.

PROSECUTIONS			
	Period of Report April – June 2024	Same 3 months April – June 2023	Comparison
DOG CONTROL	7	11	
ENVIRONMENTAL CONTROL	5	8	

Educational Programme

Project Ella began its roll out in schools and has been well received. The most popular topics are outlined below together with the number of presentations carried out in the quarter.

Project ELLA Topics	April – June 2024
500 Million Years Ago	
Anti-Litter Presentation	
Beach Cleans	2
Cry Wolf	
Debating Forum	
ELLA Education Talk	
ELLA In the Community	
Litter Picks	15
Rock Pooling	2
Rubbish Quiz	
Scavenger Hunts	2
Sea Trout	

RECOMMENDATION

It is recommended that the Council notes the report.

Not Applicable

APPENDIX 1 – APRIL TO JUNE 2024

40

SERVICE REQUESTS			
	Period of Report April – June 2024	Same 3 months April – June 2023	Comparison
DOG CONTROL	385	440	↓
ENVIRONMENTAL CONTROL	348	361	↓

DOG CONTROL – Service Requests	2024	2023
Dog Attack on Other Domestic Animal	12	15
Dog Attack on Person	23	24
Dog Attack on Livestock	0	2
Barking	35	62
Breeding Establishments	1	6
Collection/Stray	34	23
Control Conditions Issued	2	12
Dangerous Breed	0	0
Dogs Education / Awareness / Events	8	11
Dogs Off Lead	2	1
Expired Dog Licence Calls*	248	230
Greyhound Control	0	0
Inadequate Dog Control	6	14
Straying	11	24
Welfare Initial Response	3	16
TOTAL	385	440

*These calls are carried out to cleanse the database as and when required.

ENVIRONMENTAL CONTROL – Service Requests	2024	2023
Abandoned Shopping Trolleys	0	0
Abandoned Vehicles	68	52
Bye-Laws	2	14
Dog Fouling	90	108
Enviro Education / Awareness / Events	1	12
Fly-Posting	0	0
Fly-Tipping	110	96
Graffiti	21	29
Littering	55	44
Littering Detection (Under 18 yr olds)	1	4
Motorhomes	0	2
Nuisance Parking	0	0
Repairing Vehicles on a Road	0	0
Shellfish Gathering	0	0
Vehicles Exposed For Sale on a Road	0	0
TOTAL	348	361



Not Applicable

Further to Members' request to receive a more detailed analysis of trends in relation to fly-tipping, officers have assessed the number of separate incidents reported. The figures in the table below reflect these statistics, which differ from the number of fly-tipping complaints/service requests given in the previous table, as some separate incidents will have been reported more than once.

Separate Fly-Tipping Incidents Recorded by Month for the Past 4 years.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
2020	37	31	52	59	71	60	44	51	40	38	43	32
2021	37	58	51	55	39	53	27	38	31	33	30	28
2022	38	37	41	50	19	31	36	42	36	22	27	23
2023	53	47	40	21	32	34	36	40	56	47	21	28
2024	36	34	15	31	42	32						

Fixed Penalty Notices

FIXED PENALTY NOTICES			
	Period of Report April - June 2024	Same 3 months April - June 2023	Comparison
DOG CONTROL	37	16	
ENVIRONMENTAL CONTROL	58	35	

	2024 April - June			2023 April - June		
	April	May	June	April	May	June
DOG CONTROL						
No Dog Licence	9	7	8	0	2	3
Straying	6	4	3	4	3	3
Breach of Control Conditions	0	0	0	0	0	0
Control of Greyhounds	0	0	0	0	0	1
TOTAL	15	11	11	4	5	7
ENVIRONMENTAL CONTROL	2024 April - June			2023 April - June		
Litter	14	17	17	7	14	5
Fly-Tipping	1	0	1	0	0	0
Fouling	3	1	4	5	4	0
TOTAL	18	18	22	12	18	5

Not Applicable

42

APPENDIX 2

The following convictions were secured at Newtownards Magistrate's Court between 1 April and 30 June 2024.

In accordance with the instructions of the Resident Magistrate, the Council's solicitor will notify defendants upon first appearance in court in response to a summons, that they may seek to have the matter withdrawn upon payment of legal costs and any fixed penalty notice previously offered. The cases are then adjourned to permit a further opportunity for payment. This has resulted in a number of cases being settled on the day of court upon payment of all costs and fines.

PROSECUTIONS			
	Period of Report April – June 2024	Same 3 months April – June 2023	Comparison
DOG CONTROL	7	11	↓
ENVIRONMENTAL CONTROL	5	8	↓

Ref:	Offence	Date Of Incident	Fine	Legal Costs Awarded by Court	Service Fee	Offenders Levy	Comments	* Gross Cost to Council Exc. VAT	Net Cost to Council
Court Date – 19 April 2024									
303997	Straying & No Licence	01/09/2023	£50 - Straying £50 - No Licence	£150	£27	£15	Kennelling Costs £83 to be paid by 12/07/2024	£177	£22
300441	Fouling	07/08/2023	W/D	W/D	W/D	W/D	Withdrawn - defendant personal circumstances	£177	£177
302701	No Licence	12/09/2023	£80	£173	S&WD	S&WD	Settled & withdrawn	£173	Nil
Court Date – 17 May 2024									
314557	No Licence	29/11/2023	£80	£150	£23	£0	Settled & Withdrawn	£173	£0
316048	Litter	11/12/2023	£200	£150	£31	£0	Settled & Withdrawn	£181	£0
299375	No Licence	01/08/2023	£250	£198	£0	£15		£198	£0
294210	Fly-Tipping	22/06/2023	£100	£203	£0	£15		£203	£0

Not Applicable

43

Ref:	Offence	Date Of Incident	Fine	Legal Costs Awarded by Court	Service Fee	Offenders Levy	Comments	* Gross Cost to Council Exc. VAT	Net Cost to Council
307835	Failure to Complete & Return Article 20 Information Notice	01/10/2023	£150	£181	£0	£15		£466	£270
296894	Straying & No Licence	11/07/2023	£200	£229	£0	£15		£229	£0
310058	Litter	18/10/2023	£25	£181	£0	£15		£181	£0
Court Date – 21 June 2024									
316284	Straying	13/12/2023	£200	£173	£0	£15		£173	£0
307406	Breach of Control Conditions	27/09/2023	£80	£200	£94	£0	SETTLED & WITHDRAWN	£269	+ £25

*The Court may limit the level of legal costs awarded against a defendant, resulting in a nett cost of enforcement to the Council, and the award may not be repaid to Council for some time.

Not Applicable

44

APPENDIX 3

Offence	Area	Town
Straying	Jubilee Vets	Newtownards
No Licence	Whitethorn Mews	Newtownards
No Licence	Whitethorn Mews	Newtownards
Fouling	Sportsplex	Bangor
Litter	Springhill Car Park	Bangor
Litter	Ballywalter Road Car Park	Millisle
No Licence	Abbey Court	Millisle
No Licence	Abbey Court	Millisle
No Licence	Castle Meadows	Carrowdore
Litter	Donaghadee Harbour and Park	Donaghadee
Litter	William Street/Crawfordsburn Road	Newtownards
Litter	High Bangor Road	Donaghadee
Litter	IMC Cinema Car Park	Newtownards
Litter	Killynether Park	Newtownards
Litter	Junction of Balloo Drive/Road	Bangor
Litter	Whiterock Bay Viewpoint	Balloo
No Licence	Adela Gardens	Comber
No Licence	Adela Gardens	Comber
Fly-Tipping	Portavogie Beach	Portavogie
Litter	Newtownards Road	Bangor
	Meeting House / Junction with The Square	Portaferry
Litter	Whiterock Bay Viewpoint	Balloo
Fouling	Millisle Beach	Millisle
No Licence	Whitechurch Meadows	Ballywalter
Litter	De Wind Drive	Comber
Straying	Ballyhaskin Road	Ballywalter
Litter	Supervalu Car Park	Comber
Straying	Loughview Cemetery	Comber
Straying	Hillsborough Road	Comber
Straying	Stratheden Heights	Newtownards
Fouling	Groomsport Road	Bangor
Straying	Rathgill Link	Bangor
No Licence	Fairways	Cloughey
Litter	Centra Car Park, Balloo Road	Bangor
No Licence	Bloomfield Road South	Bangor
Straying	Main Street	Hollywood
No Licence	Main Street	Hollywood
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	Castlebawn Shopping Centre	Newtownards
Straying	Navar Drive	Bangor
Straying	Church Street	Newtownards
No Licence	Church Street	Newtownards
No Licence	Meadowvale Link	Bangor

	Not Applicable	
Offence	Area	Town
Litter	Springhill Car Park	Bangor
Straying	Circular Road East	Hollywood
Litter	Springhill Shopping Centre	Bangor
Litter	Cairwood Car Park	Craigantlet
Fouling	Killynether Woods	Comber
Litter	Bloomfield Shopping Centre Car Park	Bangor
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	Banks Lane Car Park	Ballyholme
No Licence	Victoria Avenue	Newtownards
No Licence	Carsons Avenue	Ballygowan
Litter	Ards Shopping Centre Car Park	Newtownards
Litter	Bloomfield Shopping Centre Car Park	Bangor
Litter	Old Belfast Road	Bangor
Litter	Old Belfast Road	Bangor
Litter	Old Belfast Road	Bangor
Litter	Movieland Car Park	Newtownards
No Licence	Abbey Park	Millisle
Litter	McDonalds Car Park	Newtownards
Litter	Court Street	Newtownards
Litter	Sportsplex Car Park	Bangor
Fouling	Sportsplex Car Park	Bangor
Litter	Tesco Car Park	Bangor
Litter	IMC Car Park	Newtownards
Litter	Bridge Street	Comber
Straying	Ashbury Road	Bangor
Straying	Ashbury Road	Bangor
Straying	Ashbury Road	Bangor
Litter	Londonderry Park	Newtownards
Litter	Londonderry Park	Newtownards
No Licence	Killaire Wood Lane	Bangor
Litter	IMC Car Park	Newtownards
Fouling	Ballywalter Road Car Park	Millisle
Litter	Sports Direct Car Park	Bangor
Litter	Castlebawn Shopping Centre	Newtownards
Litter	Starbucks Car Park	Newtownards
No Licence	Uprichard Crescent	Bangor
No Licence	Longfield Way	Ballyhalbert
No Licence	Longfield Way	Ballyhalbert
Litter	IMC Car Park	Newtownards
No Licence	Lord Wardens Crescent	Bangor
Litter	Tesco Springhill Car Park	Bangor
Fouling	Millisle Beach	Millisle
Litter	Macdonalds Car Park	Newtownards
Litter	Bloomfield Shopping Centre	Bangor
No Licence	Balmoral Park	Bangor
No Licence	Cotton Road	Bangor

Not Applicable

Offence

Litter
Fly-Tipping
Litter
No Licence
Fouling

Area

Springhill Car Park
Kilclief Gardens
Spar Car Park
The Halt
Sea Park

Town

Bangor
Bangor
Ballywalter
Donaghadee
Holywood

Not Applicable

APPENDIX 4

47

Offence	Area Incident Occurred	Town
Attack on Person	Lisadell Place	Bangor
Attack on Person	Drumawhey Gardens	Bangor
Attack on Person	Blackwood Avenue	Newtownards
Attack Dog on Other Domestic Animal	Bridge Road	Helen's Bay
Attack on Person	Killynether Park	Newtownards
Attack Dog on Other Domestic Animal	Cloughey Car Park	Cloughey
Attack on Person	The Commons	Donaghadee
Attack Dog on Other Domestic Animal	Priory Mews	Newtownards
Attack on Person	Newcastle Road	Portaferry
Attack on Person	Henderson Drive	Bangor
Attack on Person	Bangor Road	Newtownards
Attack on Person	Millisle Beach	Millisle
Attack Dog on Other Domestic Animal	Balloo Road	Bangor
Attack on Person	Abbot Close	Newtownards
Attack on Person	Larch Close	Holywood
Attack on Person	Moneyreagh Road	Newtownards
Attack Dog on Other Domestic Animal	Springvale Road	Ballywalter
Attack on Person	Bangor Road	Newtownards
Attack Dog on Other Domestic Animal	Glen Annesley	Bangor
Attack on Person	Dufferin Avenue	Bangor
Attack Dog on Other Domestic Animal	Balloo Road	Bangor
Attack Dog on Other Domestic Animal	Skipperstone Road	Bangor
Attack Dog on Other Domestic Animal	Circular Road East	Holywood
Attack on Person	Ardvanagh Close	Conlig
Attack on Person	Stratford Road	Bangor
Attack Dog on Other Domestic Animal	Ashbury Avenue	Bangor
Attack on Person	Newtownards Road	Bangor
Attack on Person	Wellington Drive	Bangor
Attack on Person	Abbey Park	Millisle
Attack Dog on Other Domestic Animal	Millisle Beach	Millisle
Attack on Person	Millbank Crescent	Millisle
Attack on Person	Ulster Folk & Transport Museum	Holywood
Attack on Person	Inisharoon Court	Newtownards
Attack on Person	Mountain Road	Newtownards
Attack Dog on Other Domestic Animal	Oak Avenue	Ballyhalbert

Unclassified

48

ITEM 9**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Waste and Cleansing Services
Date of Report	07 August 2024
File Reference	53042
Legislation	Waste and Contaminated Land (NI) Order 1997
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input checked="" type="checkbox"/> If other, please add comment below: Not relevant
Subject	Northern Ireland Local Authority Municipal Waste Management Statistics, January to March 2024
Attachments	None

Introduction

The official waste management statistics for the final quarter of 2023/2024 (January to March 2024) have been released by the Northern Ireland Environment Agency.

The aim of this report is to:

1. Report key quarterly waste management performance statistics relative to the same period last year (found in part 1 of the report) and to our baseline comparator year of 2021-22 (found in the KPI section of part 2 of the report), and
2. Provide some detail around operational waste service management activities/actions that have been implemented during the quarter with the aim of improving performance.

Not Applicable

49













In summary, all key indicators are positive for this reporting period. They show that we have largely been successful in maintaining the overall gains achieved since we started a renewed programme of performance improvement since 2021-22. The reduction in our landfill burden seen over recent quarters has been maintained. Very significantly, our HRC recycling rate has for the very first time surpassed the average performance for other NI Councils.

Looking at the 'quality' of our recycling performance, an important statistic included in DAERA's report, is the proportion of waste sent to landfill which is biodegradable (and therefore more harmful to the environment in terms of landfill gas production). Our Council had the lowest percentage of municipal waste to landfill which was biodegradable, at 51.9% compared to a NI Council average of 57.9%. This reflects our relative success in capturing more biodegradable waste materials for recycling, for example organic/compostable waste.

Furthermore, in terms of assessing sustainable waste resource management performance, which must be judged in terms of not just recycling rates but also reduction and reuse of waste, it is significant to note that ANDBC has experienced the greatest fall in total municipal waste tonnage of all NI Councils. We achieved a provisional **8.2% drop in municipal waste arisings** over the 12 months to March 2024, compared to our baseline assessment year of 2021-22. The average across other Councils was **2.9%**.

1.0 Northern Ireland Local Authority Collected Municipal Waste Management Statistics – October to December 2023

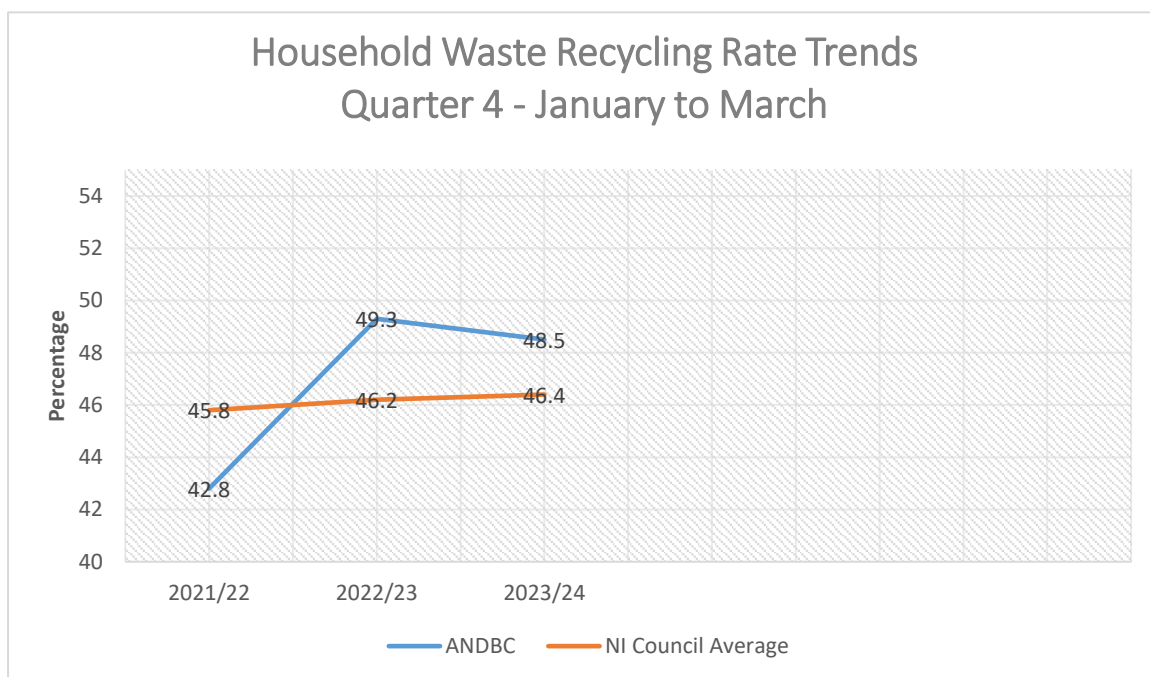
Summary Table of Key Changes Q4 2023-24 v Q4 2022-23

	2022-23	2023-24	Change
Household Waste Recycling Rate	49.3%	48.5%	 0.8%
Recycling Rate Ranking	4th	4th	 same
Composting Rate	25.3%	26.1%	 0.8%
Dry Recycling Rate	23.5%	21.9%	 1.6%
Total HRC Waste	5405T	4753T	 12.1%
HRC Residual/Landfill Waste Received	1942T	1416T	 27.1%
HRC Recycling Waste Received	3463T	3337T	 3.6%
Proportion of HRC Waste Received for Recycling	64%	70.2%	 6.2%
Total Kerbside Waste	12829T	13284T	 3.5%
Kerbside Residual Waste Received	5877T	6352T	 8%
Kerbside Recycling Waste Received	6952T	6932T	 0.3%
Proportion of Kerbside Waste Received for Recycling	54.2%	52.2%	 2%

Not Applicable

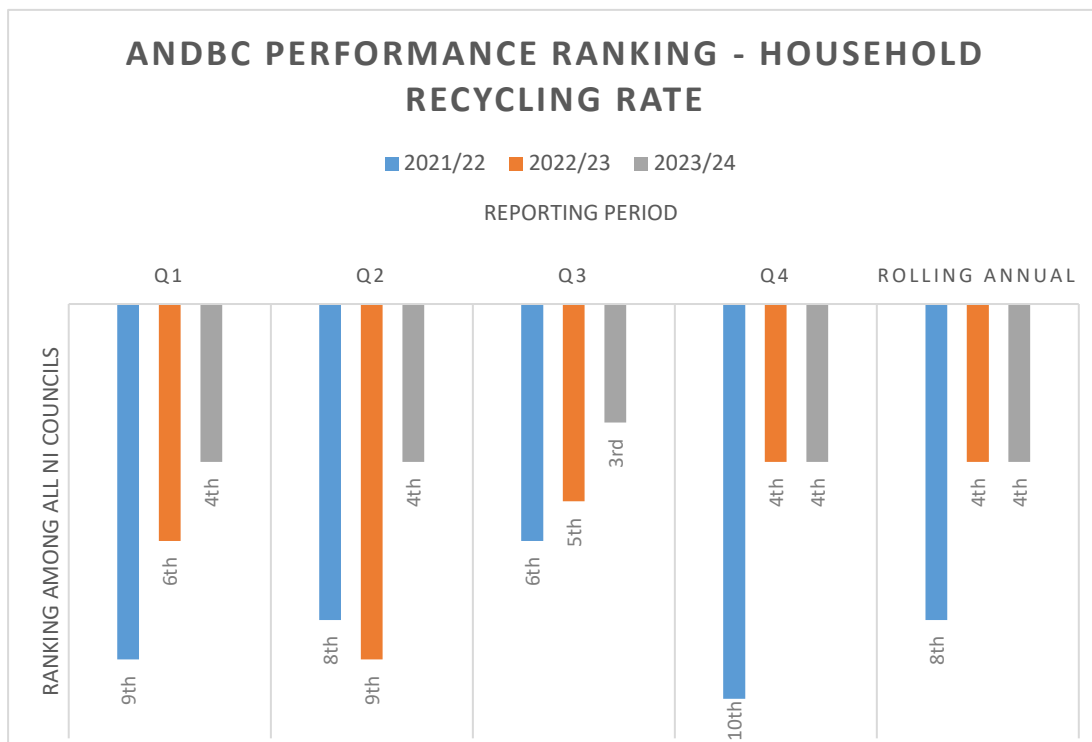
The significant headlines contained within the latest DAERA report show that:

- i. Our household waste recycling rate **dropped slightly** by 0.8% compared to Q3 last year, from 49.3% to 48.5%.



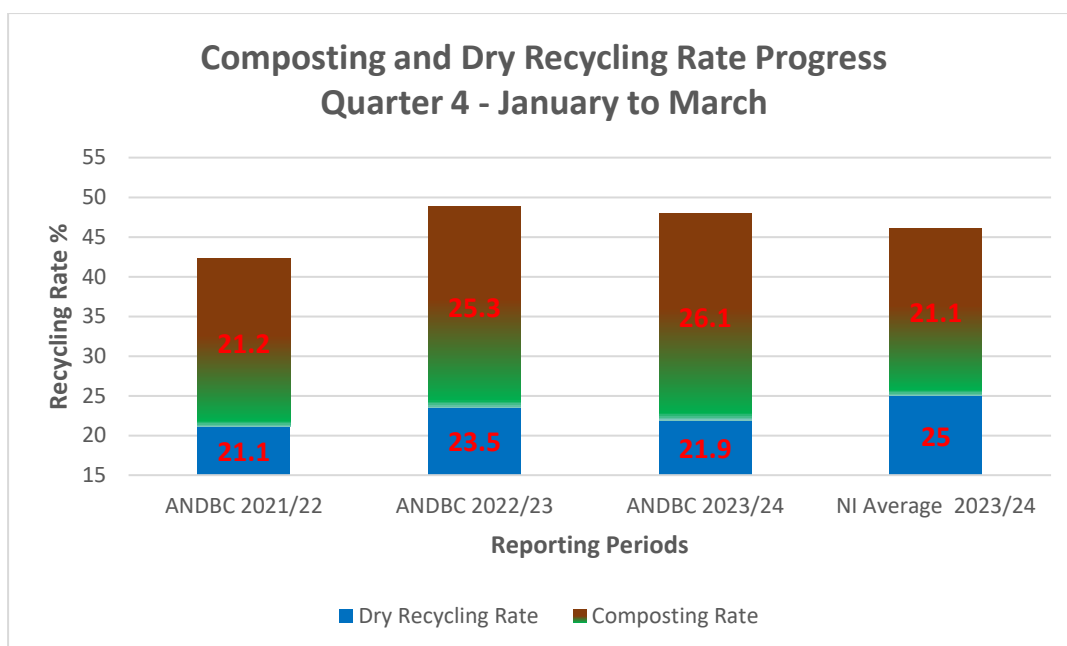
- ii. Our household waste recycling rate of 48.5%, was 2.1% **higher** than the NI average of 46.4%.
- iii. We were ranked **fourth** out of the eleven NI Councils for our household waste recycling rate, the same ranking as last year.

Not Applicable



- iv. Our household waste composting rate **rose slightly** by 0.8% - from 25.3% to 26.1%. Our household waste dry recycling rate **fell** by 1.6% - from 23.5% to 21.9%.
- v. Our household waste composting rate of 26.1% was 5% **higher** than the NI average of 21.1%.
- vi. Our household waste dry recycling rate (i.e. recycling of items other than organic food and garden waste) of 21.9% was 3.1% **lower** than the N.I. average of 25%.

Not Applicable



- vii. Our kerbside recycling capture rate of 68.2% for household compostable waste materials compared to a NI Council average of 59.4%.
- viii. Our **lowest** kerbside capture rate for recyclable materials was for mixed plastics, at 18.9%.

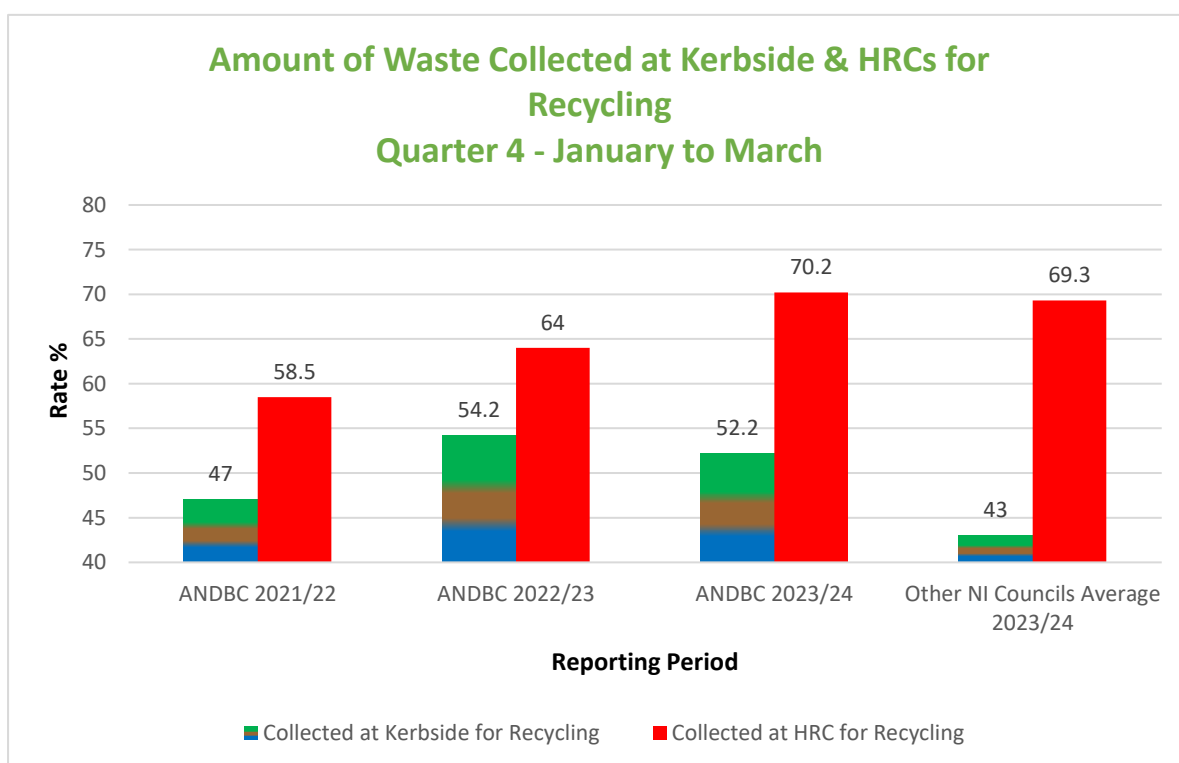
Kerbside Capture Rate for Recyclable Waste Types – October to December		
Recyclable Material	Kerbside Capture Rate for Recycling %	NI Average Kerbside Capture Rate for Recycling %
Glass	61.3	50.9
Paper & Card	57.1	53
Mixed Metals	31.6	31.5
Mixed Plastics	18.9	21.3
Organic/Compostables	68.2	59.4

- ix. We ranked 9th in the Council performance table for 'dry' recycling rate and 3rd for composting rate.
- x. We received 5.6% **less** total waste per capita at our HRCs compared to the average for other NI Councils; during the same period the previous year we received 13% **more** HRC waste per capita.
- xi. We received 13.8% **less** residual/landfill waste per capita at our HRCs compared to the average for other Councils, compared to 42% **more** during the same period the previous year.
- xii. **For the very first time**, the proportion of waste collected at our HRC sites for recycling was **more** than the average for other Councils – 70.2%, compared

Not Applicable

to an average rate of 69.3% for other Councils. During the same quarter the previous year, our HRC recycling rate was 64%, compared to an average of 70.2% for other Councils.

- xiii. We collected 4.7% **more** waste per capita from homes through our kerbside bin collection services compared to the average for other Councils. During the same period the previous year, we collected 1% **more**.
- xiv. We collected 11.4% **less** residual/landfill waste per capita from homes through our kerbside bin collection services compared to the average for other Councils. During the same period last year, we collected 18% **less**.
- xv. The proportion of waste collected for recycling through our kerbside bin collection system was significantly **higher** than the average for other Councils – 52.2%, compared to an average of 43% for other Councils.



2.0 Operational Performance Improvement Measures

2.1 Marketing and Communications Indicators

MC1 – 31 social media posts were issued, with associated engagement/management of feedback across Waste and Recycling on ANDBC corporate channels.

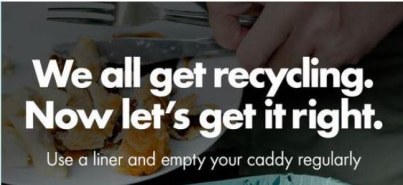
Not Applicable

Ards and North Down Borough Council
Published by Alison Weir
February 19

The best thing we can do with our weekly food shop is enjoy it, but for those parts that can't be eaten, make your food recycling caddy the go-to bin. ♻️

You can find a full list of what can go in your caddy, check your collection day and find out where to get liners on our website: www.ardsandnorthdown.gov.uk/foodwaste

#RecycleNow #NIRecycles #RecycleYourFoodWaste Recycle Now



We all get recycling. Now let's get it right.
Use a liner and empty your caddy regularly

9,880
Accounts Center accounts reached
0% from boosted posts

9,880 organic	0 paid
---------------	--------

471
Post engagements

19 reactions	13 comments
18 on post	12 on post
1 on shares	1 on shares
2 shares	437 clicks
1 on post	12 photo clicks
1 on shares	11 link clicks
	0 clicks to play
	414 other clicks

Ards and North Down Borough Council
Published by Alison Weir
March 30

Aluminium drink cans can be recycled over and over, with no loss of quality.
Please recycle drink cans via your household blue bins ♻️



DID YOU KNOW...
...in the UK we use **12 BILLION** aluminium drink cans every year.

5,589
Accounts Center accounts reached
0% from boosted posts

5,589 organic	0 paid
---------------	--------

98
Post engagements

55 reactions	2 comments
14 on post	0 on post
41 on shares	2 on shares
19 shares	22 clicks
19 on post	6 photo clicks
0 on shares	0 link clicks
	0 clicks to play
	16 other clicks


Ards and North Down Borough Council
Published by Alison Weir
February 21

Most of us regularly recycle our food waste, but latest estimates from Recycle Now suggest that food still makes up a third of our rubbish bins!

Embrace your food recycling caddy for all those unavoidable scraps – from coffee grounds to plate scrapings. ♻️

Find out more about what goes in your caddy on our website: www.ardsandnorthdown.gov.uk/foodwaste

#RecycleNow #NIRecycles #RecycleYourFoodWaste Recycle Now



FOOD RECYCLING
GETTING IT RIGHT HAS NEVER BEEN EASIER

1
Most people put a liner in their kitchen caddy then put their food waste in it.

11,235
Accounts Center accounts reached
0% from boosted posts

11,235 organic	0 paid
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779
Post engagements

26 reactions	20 comments
26 on post	20 on post
0 on shares	0 on shares
1 share	732 clicks
1 on post	5 photo clicks
0 on shares	5 link clicks
	0 clicks to play
	722 other clicks

MC2 – 5 Bin-Ovation ‘News and Info’ articles were published, 7 Bin-ovation ‘Push Notifications’ issued, and 1931 Bin-ovation downloads recorded.

MC3 – Officers delivered 12 community and engagement events, talking to over 270 people.

- 10 x Recycling Educational Presentations
- 2 x Pre-school Recycling Education session

Not Applicable

55

2.2 Household Recycling Centre Indicators

HRC1 – Volume of blue bin recyclable materials separated from mixed waste by residents on-site: 862,000 litres.



This equates to approximately 36 tons of blue bin waste; whilst this is a relatively modest weight of material, it represents a very large/visible volume of recyclable waste extracted from bags of mixed waste which was initially intended to be placed landfill skips at HRCs. A collateral benefit of this practice of requiring removal of blue bin recyclables from black bags of mixed waste before using the landfill skip is that it should help to 'educate' householders - promoting more efficient separation of waste in the home and greater use of blue bins at the kerbside.

This represents just one type of recyclable waste category which was prevented from entering landfill skips at HRCs as a consequence of our more focused attention to supervision of landfill skip access; many other recyclable waste types will also have been prevented from entering the landfill skips as reflected in KPI, HRC3.

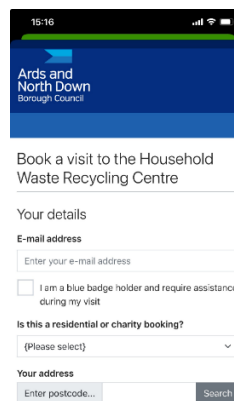
HRC2 – Number of visitors turned away from site: 528

This is a significant number in itself, but it is likely to be the case that a significant number of out of Borough residents will have avoided coming to our sites because of the widely publicised focus upon checking ID for everyone entering and those turned away will in all probability avoid further attempts to enter and use our HRCs; the impact of this will also be reflected in HRC3 and other KPIs.

HRC2a – Number of HRC bookings: 68,353

HRC2b – Average number of HRC visits per household: 0.96 (averaged across the 71,182 households in the Borough)

Not Applicable



HRC3 – % change in tonnage of total waste received (compared to same period in baseline year 2021-22)

- We experienced a **26% decrease** in the total amount of waste received at our HRCs, from 6409T to 4753T.

HRC4 - % change in tonnage of waste received for landfill (compared to same period in baseline year 2021-22)

- We experienced a **47% decrease** in the amount of waste received for landfill at our HRCs, down from 2659T to 1416T.

HRC5 - % change in tonnage of waste received for recycling (compared to same period in baseline year 2021-22)

- We experienced an **11% decrease** in the amount of waste received for recycling at our HRCs, down from 3750T to 3337T.

HRC6 - % change in proportion of HRC waste materials collected for recycling (compared to same period in baseline year 2021-22)

- We experienced a **11.7% increase** in the proportion of all waste received at HRCs which was collected for recycling, up from 58.5% to 70.2%.

2.3 Kerbside Household Waste Collections Indicators



KSI – Number of recycling alert stickers applied to grey bins (yellow): 2989

Not Applicable

KS2 – Number of recycling alert stickers applied to grey bins (amber): 281

KS3 - Number of recycling alert stickers applied to grey bins (red): 116

KS4 – % change in tonnage of total waste collected (compared to same period in baseline year 2021-22)

- We experienced an **8.2% increase** in the total amount collected at the kerbside, up from 12,241T to 13,248T.

KS5 - % change in tonnage of grey bin waste collected for landfill (compared to same period in baseline year 2021-22)

- We experienced a **2% decrease** in the amount of grey bin waste collected, down from 6482T to 6352T.

KS6 - % change in tonnage of waste collected at kerbside for recycling (compared to same period in baseline year 2021-22)

- We experienced a **20.4% increase** in the amount of waste collected at kerbside for recycling, up from 5759T to 6932T.

KS7 – % change in proportion of kerbside waste materials collected for recycling (compared to same period in baseline year 2021-22)

- We experienced a **5.2% increase** in the proportion of kerbside waste that was collected for recycling, up from 47% to 52.2%.

2.4 Summary and Trend Analysis of Indicators

Indicator Reference	Monitoring Period 1 (December 2022 – March 2023*)	Monitoring Period 2 (April 2023 – June 2023)	Monitoring Period 3 (July 2023 – Sept 2023)	Monitoring Period 4 (October 2023 – Dec 2023)	Monitoring Period 5 (January 2024 – Mar 2023)
	*Waste tonnage indicators reflect period Jan to March 2023 only				
MC1 Social media posts	25	23	43	36	31
MC2 Print press and online articles	10	13	55	7	12
MC3	17	29	14	5	12

Not Applicable

58

Engagement events/sessions					
HRC1 Blue bin waste (litres)	1,322,000	762,460	604,600	769,002	862,000
HRC2 Visitors denied entry	1742	397	262	1258	528
HRC2a No. of bookings	N/A	N/A	22,199	72,423	68,353
HRC2b Average no. of HRC visits per household in the Borough	N/A	N/A	0.3	1.02	0.96
HRC3 Total HRC waste compared to same period 2021/22	16% Decrease	26% Decrease	19% Decrease	34% Decrease	26% Decrease
HRC4 Landfill skip waste compared to same period 2021/22	27% Decrease	42% Decrease	32% Decrease	50% Decrease	47% Decrease
HRC5 Recycling skip waste compared to same period 2021/22	8% Decrease	15% Decrease	11% Decrease	24% Decrease	11% Decrease
HRC6 Proportion of HRC waste collected for recycling compared to same period 2021/22	5.5% Increase	9.1% Increase	6% Increase	9.5% Increase	11.7% Increase
KS1 Yellow warning stickers on grey bins	2784	6079	2714	2269	2939
KS2 Amber warning stickers on grey bins	255	414	226	165	281
KS3	52	179	92	55	116

Not Applicable

59

Red warning stickers on grey bins					
KS4 Total kerbside waste compared to 2021/22	4.8% Increase	0% No Change	5% Decrease	1% Decrease	8.2% Increase
KS5 Grey bin waste compared to 2021/22	9.3% Decrease	16.5% Decrease	17.4% Decrease	10% Decrease	2% Decrease
KS6 Kerbside waste collected for recycling compared to same period 2021/22	20.7% Increase	13% Decrease	4.9% Increase	6.2% Increase	20.4% Increase
KS7 Proportion of kerbside waste collected for recycling compared to same period 2021/22	7.2% Increase	7% Increase	5.2% Increase	4.3% Increase	5.2% Increase

2.5 Summary Analysis of Indicators

This report confirms continued improvement in our sustainable waste resource management performance. Following the changes to our waste service model design and the associated education and engagement campaigns, we are experiencing sustained falls in the amount of landfilled waste as well as improvements in our recycling rates. During this reporting period, we experienced:

1. A further improved reduction in the amount of landfill waste received at our HRCs. In total, we received/collected 1,373 tons less of landfill waste at the kerbside and HRCs over the 3-month reporting period compared to the same period in the baseline year of 2021/22; at prevailing landfill cost (£127.42/T), **this represented a £178,545 landfill saving (plus other handling and transport cost savings).**
2. Falls in the total amount of waste collected at HRCs and kerbside. In total our municipal waste arisings **fell by 3.8%** compared to the same period in the baseline year of 2021-22; this compared to a **2.7% increase** on average across other NI Councils.
3. A significant further rise in our HRC recycling rate. The percentage of materials collected for recycling at our HRCs **rose by 11.7%** compared to the same period in the baseline year of 2021/22. Although we saw a 2% drop in the proportion of materials collected at the kerbside for recycling compared to

Not Applicable

60

the same period the previous year, we have maintained a **rise of 5.2%** in this rate compared to the same period in our baseline year of 2021-22. The recent modest deterioration experienced in kerbside recycling performance will be addressed through sustained and enhanced focus upon our kerbside grey bin monitoring programme to further improve kerbside recycling engagement. **Our overall Borough household waste recycling rate rose by 5.7% compared to the same period in the baseline year of 2021/22.**

Whilst the information set out in this report maintains a very encouraging picture of our progress and reflects a lot of hard work and dedication on the part of our waste and recycling teams, we undoubtedly have much further progress to make if we are to have any chance of ultimately reaching the 70% recycling target for 2030 that is laid down in the Climate Change Act (Northern Ireland) 2022. Continued bedding in and ongoing careful management of the new booking system for HRC access, the ongoing review of our kerbside collections model and a future strategic review of our HRC capital assets, will be critical.

It is important to reiterate that further 'step change', sustained improvements in both our HRC and kerbside recycling rates will be required to move us towards the new 70% target.

RECOMMENDATION

It is recommended that the Council notes the report.

Unclassified

61

ITEM 10**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	23 August 2024
File Reference	50002
Legislation	Climate Change Act (Northern Ireland) 2022
Section 75 Compliant	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Quarterly Sustainable Energy Management Strategy Progress Report Q1 2024-25
Attachments	Appendix 1 - Updated Strategy Action Plan Table

1.0 Background

In June 2024 Council agreed the Sustainable Energy Management Strategy and Action Plan. One of the key actions within the Plan was to “Improve governance arrangements to ensure that energy management has effective oversight and accountability within the Council.”

Improving oversight and accountability within the Council for energy management will ensure that consumption performance and the implementation of the Strategy and this action plan will be continuously monitored. Improved monitoring and governance will improve energy performance by ensuring actions are effectively implemented and consumption trends routinely monitored, which should result in reduced consumption, costs, and emissions.

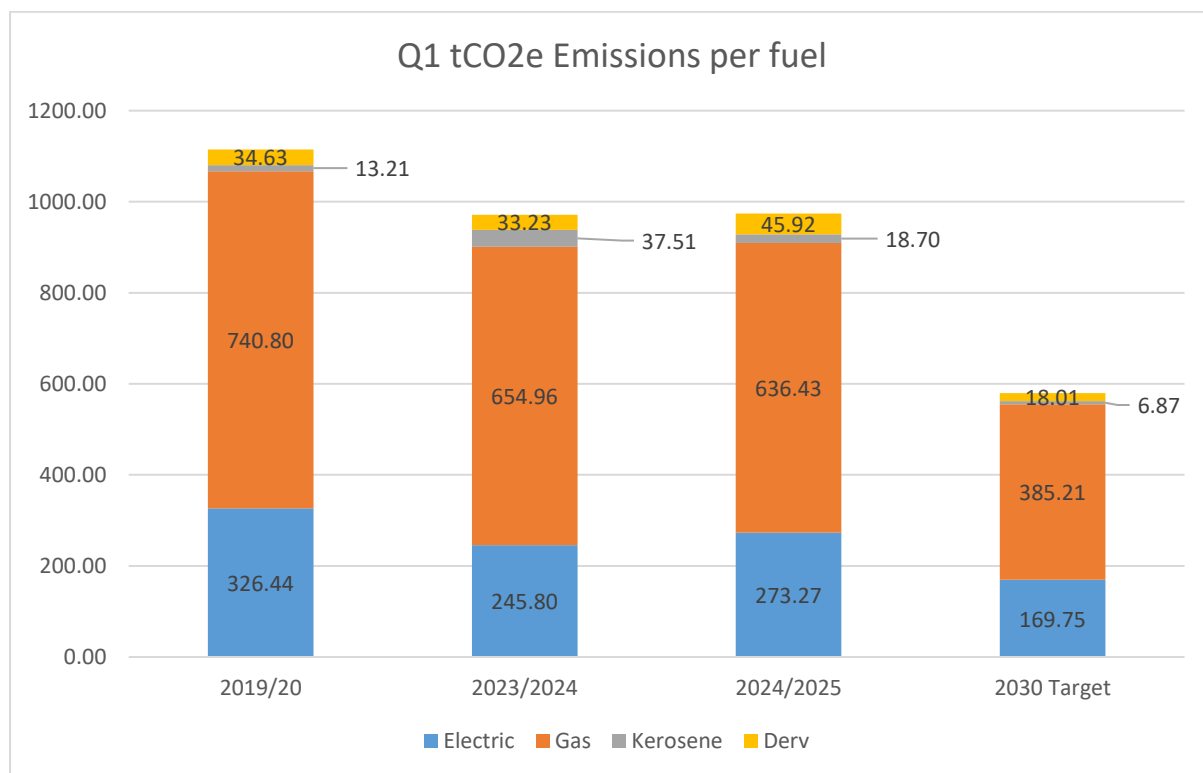
Not Applicable

2.0 Reporting Periods

This is the first of routine, quarterly reports that look at energy consumption against a 2019 baseline, outlining current and forthcoming energy saving initiatives and tracking progress with implementation of our Sustainable Energy Management Strategy Action Plan.

Period:	Reported in:
Quarter 1: April to June	September
Quarter 2: July to September	December
Quarter 3: October to December	March
Quarter 4: January to March	June

3.0 Energy Carbon Emissions for this Period



3.1 Electricity

As can be seen in the graph above our carbon emissions from electricity consumption has reduced by 16.3% in comparison to our baseline year of 2019/2020. We have been reviewing our electric consumption year on year and have made conscious efforts to replace light fittings with LED on a general maintenance scheme and also replacing equipment with more energy efficient versions when replacing items.

There has been a slight increase in the first quarter this year compared to the previous year; efforts to reduce this going into the next quarter of the year will focus

Not Applicable

63

upon educating staff on energy awareness - switching off lights and equipment when not required etc., and by implementing lighting replacement and control schemes.

It is worth noting that ANDBC has several buildings that are heated by electricity, and we have had to keep the heating switched on in 2024 over a few additional periods due to cold snaps in the weather. We suspect this to be the reason for the electricity usage increasing slightly from the same period in 2023.

3.2 Natural Gas

Our carbon emissions from gas consumption have reduced by 14.1% in comparison to our baseline year of 2019/2020. This has been the result of reviewing time controls for boilers and reducing temperatures where possible. It has also been due to a number of internal reviews that led to Air Handling Unit (AHU) operating times being reduced to better suit higher occupancy times in buildings.

We have reduced our carbon emissions from gas usage in the first quarter from the same period last year by 3% and hopefully can improve further on this in Quarter 2.

3.3 Kerosene

Carbon emissions from Kerosene consumption increased slightly from the baseline year of 2019/20 for this quarter, and this is similar to the situation for buildings using electric heating. Oil fired boilers have had to be in operation more due to colder weather snaps in the region during Quarter 1.

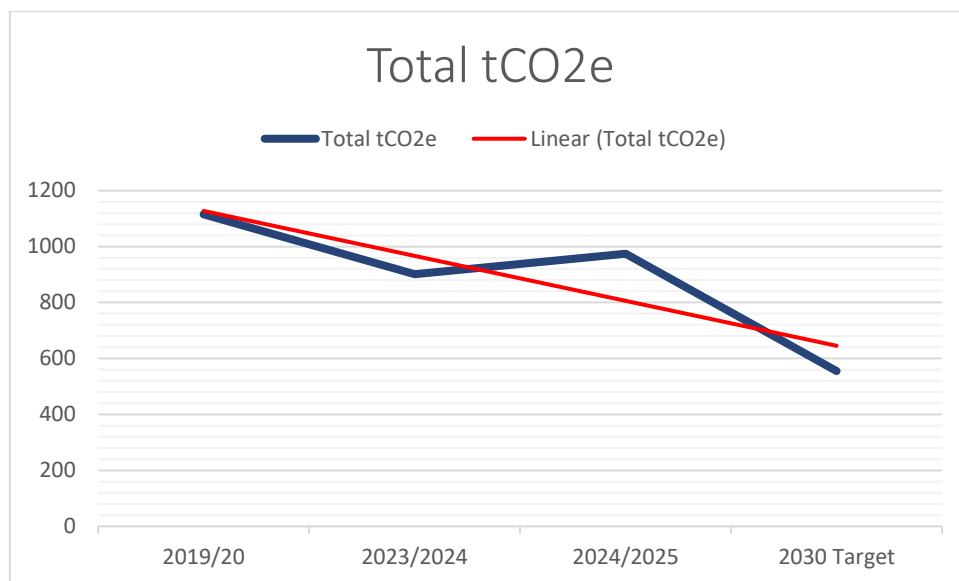
3.4 Diesel

The figures show that we have also increased carbon emissions from Derv (Diesel) in the first period of the business year in comparison to the baseline year. We believe this is largely due to all the tractors and landscape machinery being switched from Gasoil to Derv.

3.5 Target Consumption/Emissions

In the graph below it shows our current overall fuel carbon emissions for each of the periods and the 2030 target. The linear trendline shows the path we should be on to meet our 48% carbon reduction by 2030, and it can be seen that we have some work to do to reduce our consumption to match the required trendline. However, we are moving in the right direction, and with improvements and ongoing projects through Quarters 2, 3 and 4 we aim to get back on track.

Not Applicable



4.0 Consumption Costs

The costs of the fuels can be seen in the table below for consumption of fuel in Q1 of each of the reference years, based on current unit costs.

Quarter 1	2019/20	2023/2024	2024/2025
Utility			
Electric	£163,709	£152,106	£169,108
Gas	£234,079	£207,997	£202,112
Kerosene	£3,218	£9,138	£4,555
Derv	£12,147	£11,786	£16,275
Total Cost	£413,153.76	£381,026.62	£392,049.30

It can be seen that energy efficiency measures taken since our baseline year of 2019/20 have yielded a Q1 saving of £21,104 in utility costs, based upon current unit costs.

5.0 Energy Saving Initiatives taken in this Period

- LED lighting and controls upgrade at Walled Garden Depot Work Shed.
- Controls Maintenance at Londonderry Park and Hamilton Hub.
- LED lighting replacement schemes at Community Centres.
- Installation of Electric Showers and Instantaneous Water Heaters at Ward Arras Sports Pavilion to replace existing hot water calorifiers.
- High Efficiency boiler replacements to a number of Communities properties.

See updated Sustainable Energy Action Plan attached, to show a full update on each of the actions noted.

Not Applicable

65

6.0 Future Measures Currently Under Consideration/Planning

- Replacement of boilers at various council properties and upgrade of control systems.
- Lighting control and LED replacement projects at numerous Council properties.
- Photo Voltaic (PV) Installation at chosen Council properties.
- Park lighting efficiency projects.
- Data Centre at ABMWLC for heat recovery to provide 'free' pool water heating.
- Installation of EV charging points for small and medium vans in fleet.
- Walk-round surveys of properties to examine existing controls and settings.

RECOMMENDATION

It is recommended that the report be noted.

Appendix 1

Ards and North Down Borough Council Sustainable Energy Management Strategy

ACTION PLAN

This action plan has been divided into the following sections/ themes:

1. Enabling Actions
2. Generic/ Behavioural Actions; and
3. Building Specific Actions

This action plan shall be for a three-year period, after which a revised action plan will be developed with further details.

It is envisaged that the follow up action plan will include more specific actions in terms of buildings and systems improvements i.e. after the actions within this plan related to further detailed surveys and feasibility studies are completed.

This initial action plan focuses on getting the systems, governance, and oversight arrangements in place within the Council to ensure effective sustainable energy management, with some specific actions also included which were identified during the high-level energy surveys.

Further update reports will include costs and timescales for the actions.

The actions presented within each of these sections/ themes are in order of priority and benefit in terms of consumption and carbon emissions reduction potential.

The actions are also classified as follows:

1. Urgent- within 6-9 months of the Actions Plan being endorsed.
2. Short Term- within 12 months
3. Medium Term- -within 24- 36 months

The Action Plan will be subject to annual review. A Progress Report shall be prepared, presented, and approved by Environment Committee.

Enabling Actions

Theme	Priority/ Lead Responsibility	Action	Rationale/ Notes	Benefit	Latest Progress Update Aug 2024									
Enhanced Energy Management Governance	Urgent Head of Assets & Property Services Director of Environment	Improve governance arrangements to ensure that energy management has effective oversight and accountability within the Council.	Improving oversight and accountability within the Council for energy management will ensure that consumption performance and the implementation of the Strategy and this action plan will be continuously monitored. Energy Management should be a standing agenda item to allow it to be regularly reviewed through the Council's 'Climate Change Working Group.	Improved monitoring and governance will improve energy performance by ensuring actions are effectively implemented, consumption trends routinely monitored, which should result in reduced consumption, costs, and emissions.	Ongoing									
Formal Energy and Carbon Management Policy	Urgent Director Of Environment	Develop a formal policy for the Council to include a requirement for space heating to be switched off during a predetermined period during the summer.	Having a formal approved policy will support energy and carbon management efforts as well as demonstrate the Council's commitment to reducing energy consumption and carbon emissions.	Enhanced Reputation (the Policy should be made publicly available) Should support efforts/ actions to reduce consumption, costs, and emissions.	All heating switched off in Council offices between May and September, with the exception of any sporadic period of cold.									
Energy check/ audit programme	Urgent Director of Environment	Introduce an energy check/ audit programme to introduce a structured review process for energy and carbon management in prioritised buildings.	Having a programme where energy checks/ audits are completed will proactively monitor performance. Key areas to review during these checks/ audits include: <ul style="list-style-type: none"> ○ Time and temperature set points on heating controls and building management systems (e.g. AHUs, boiler heating timers etc.) ○ Lighting and equipment left on unnecessarily. ○ Out of hours consumption (where aM&T systems have been installed 	Reduced energy consumption and costs A thorough, robust, proactive audit programme has the potential to realise considerable savings in consumption, costs, and emissions. Estimated realistic savings of between 3-5% of energy costs. <table border="1" style="margin-top: 10px;"> <thead> <tr> <th>Savings</th> <th>Cost</th> <th>Carbon</th> </tr> </thead> <tbody> <tr> <td>3%</td> <td>£62k</td> <td>124T</td> </tr> <tr> <td>5%</td> <td>£104k</td> <td>207T</td> </tr> </tbody> </table>	Savings	Cost	Carbon	3%	£62k	124T	5%	£104k	207T	Ongoing
Savings	Cost	Carbon												
3%	£62k	124T												
5%	£104k	207T												

			or where half hourly electricity data is available.								
Energy and Carbon Awareness	<p>Short term</p> <p>Director of Environment</p> <p>Director of Corporate Services Development and Administration</p>	<p>Development and roll out of an energy and carbon awareness campaign to promote energy efficiency and carbon emissions reduction. Key content could include:</p> <ul style="list-style-type: none"> ○ Lighting and equipment switch off messaging. ○ Heating set points ○ Other key behavioural messages <p>The campaign should be designed and delivered to the following:</p> <ul style="list-style-type: none"> ○ All staff, via generic sessions ○ Focussed sessions and materials for prioritised staff/ buildings i.e. those with high consumption e.g. leisure centres. <p>This should be completed to complement the Council's existing Sustainability Communications Programme</p>	<p>Employee engagement in energy efficiency and carbon reduction has many benefits:</p> <ul style="list-style-type: none"> ○ Energy savings: Saving energy saves money and reduces an organisation's carbon footprint. ○ Employee satisfaction: participation in employee engagement schemes can make employees feel valued. Knowing that their organisation cares about sustainability can improve employee satisfaction and employee retention. ○ Reputation: an employee engagement/ awareness scheme around sustainability shows that an organisation cares about both its employees and the environment. This can improve an organisation's reputation and improve employee attraction. <p>The campaign should comprise information/ training sessions as well as the design and display of awareness messages e.g. posters/ signage with equipment and lighting switch off when not in use.</p> <p>Whilst the priority should be in higher consuming buildings, the messaging should be displayed throughout the Council Estate.</p>	<p>A well implemented employee engagement scheme can lead to energy savings of approximately 5-10%.</p> <table border="1"> <thead> <tr> <th>Savings</th> <th>Carbon</th> </tr> </thead> <tbody> <tr> <td>5%</td> <td>207T</td> </tr> <tr> <td>10%</td> <td>414T</td> </tr> </tbody> </table> <p>It could also lead to:</p> <ul style="list-style-type: none"> ○ Employee satisfaction ○ Council reputation <p>The campaign would also support the related commitments and actions within the Council's wider 'Corporate Plan' and 'Roadmap to Sustainability'</p>	Savings	Carbon	5%	207T	10%	414T	<p>Meeting scheduled to develop presentations, flyers and e-learning modules for council staff on energy efficiency measures and responsibilities.</p> <p>Plans to have focused sessions with high energy users are being scheduled for the second quarter to report on performance in Q1.</p>
Savings	Carbon										
5%	207T										
10%	414T										

Generic/ Behavioural Actions

Theme	Priority/ Responsibility	Action	Rationale/ Notes	Benefit	
Sustainable energy design	Urgent Director of Place plus Head of Strategic Capital Unit	Develop a Capital Projects Sustainability Policy to be agreed by Council	Consideration, in particular, should be given to the introduction of specifications which should include the following key criteria, subject to business cases: <ul style="list-style-type: none"> ○ Zero/ Low carbon technologies ○ Effective zoning e.g. of heating and lighting systems ○ Energy and carbon performance targets e.g. as set out in the BREEAM performance standard. ○ Effective commissioning of key plant and equipment e.g. AHUs, low carbon/ renewable technologies ○ Installation of efficient equipment, fittings, and controls e.g. boiler upgrades, LED lighting, PIR and daylight sensors, smart heating programmers, variable speed drives (VSDs) on pumps etc. 	Enhanced Corporate Reputation Consumption and carbon emissions reduction and cost savings. Although the upfront costs can be higher for more sustainable new builds and refurbishments, a newly built green asset has been found to have 14% lower operational costs over five years when compared to a conventionally designed and constructed building (World Green Building Council). ¹ In addition, the briefing paper 'Assessing carbon emissions in BREEAM'	We are implementing lighting controls and LED fittings in properties as and when we can. We are also implementing larger controls installations in larger consuming buildings to help reduce electric costs. We have started to implement boiler replacement in properties for end-of-life equipment and replacing these with high efficiency replacements.

¹ <https://bregroup.com/breeam-news/six-ways-to-get-the-most-out-of-breeam/>

			<p>Building sustainable structures not only reduces their environmental impact but also offers economic advantages.</p> <p>Sustainable buildings are more efficient and cost less to operate than conventionally built buildings.</p>	<p>published in 2016 demonstrated that the average CO2 savings for a BREEAM assessed building is 22%, whilst a BREEAM Excellent building is expected to reduce carbon emissions by 33% when compared to conventional builds.</p>	<p>We are adding zone valves into NRD for better control of zones depending on their orientation.</p>
<p>Existing/ historic energy improvement quotations</p>	<p>Urgent Director of Environment</p>	<p>Complete an exercise to gather all energy efficiency related upgrade quotations e.g. LED lighting upgrades, which should then be reviewed with those deemed beneficial taken forward.</p>	<p>During the completion of the review and auditing project, it was advised that quotes had been received in the past which were not taken forward.</p> <p>Such quotes received would include estimated cost savings and payback. Reviewing these and revisiting them where the projects are deemed feasible will result in consumption and cost savings.</p> <p>LEDs are more energy efficient than traditional halogen bulbs. They also last five times longer and use 80% less energy to produce the same amount of light. (Energy Saving Trust)</p>	<p>Consumption and carbon emissions reduction and cost savings should projects be implemented.</p> <p>Considering that lighting can contribute to a third of a building's overall electricity consumption, transitioning to LED lighting is a swift and budget-friendly method to cut costs.</p> <p>For example, a traditional 600x600 4x18w fluorescent fitting, when swapped with a 600x600 30w LED panel, can reduce the related electricity consumption by approximately 55%.</p> <p>In many applications, the volume of fittings in-situ can multiply these savings even further.</p> <p>Adding lighting controls, such as dimming, and PIR</p>	<p>Ongoing</p>

				sensors can also increase these savings further.	
Improve energy and carbon performance reporting	Urgent Director of Environment	Improve availability of energy consumption and carbon emissions information to high consuming building managers e.g. Leisure Centres Improve reporting of energy and carbon performance through the Climate Change Working Group	Examples of information which could be provided include: <ul style="list-style-type: none"> • Monthly reports on consumption and cost • Updates on work being completed e.g. related to actions contained within the action plan 	This should promote and compliment energy awareness in the Leisure Centres and a sense of ownership to assist with energy management. Improved high level oversight of energy and carbon management through the Climate Change Working Group should increase the likelihood of energy improvements being realised.	Monthly updates are being provided for Communities buildings and for Comber Leisure Centre currently. This is to be extended to other areas and types of buildings so that we can identify the highest users and put in place plans to reduce energy consumption in these properties.
Building insulation	Short term Director of Environment	Complete detailed building insulation reviews to identify opportunities to upgrade to improve efficiency	During construction, Council policy has been to typically to install insulation to meet but not exceed, the levels stipulated by the Building Control regulations at that time. These levels have varied over time and older buildings often suffer from inadequate insulation by modern standards. There therefore may be significant opportunities to complete insulation upgrades across the Council to reduce heat loss and improve energy efficiency. Works and reviews should focus in on older buildings and those with higher heating related energy consumption. Improvements to insulation levels in buildings will also increase the potential to lower temperature set points in	Reduced heating related energy consumption, costs, and carbon emissions. Estimated savings of 10% across 30% of the Council's Estate/ Building Stock heating costs (Natural Gas & Kerosene). Savings <ul style="list-style-type: none"> • Costs £64.5k • Carbon 255 tonnes 	Insulation to be upgraded as part of any significant refurbishment project.

			heating boilers due to the reduction in heat loss from those buildings.								
Space Planning/Rationalisation	Short term Corporate Leadership Team	Develop an effective space rationalisation regime to complement existing work on flexible working arrangements.	Rationalisation of office and other Council space should be prioritised where possible to poorer energy performing buildings. Energy efficiency of existing building stock should be a key consideration for any space rationalisation efforts. No energy efficiency expenditure should be completed on buildings/ areas identified for closure (including those 'at risk')	Closing down inefficient buildings/ areas will result in low-cost reduction in energy-related running costs, reducing consumption and carbon emissions	ongoing						
Automatic Monitoring & Targeting (a M&T)	Medium term (Short term for the trial installation) Director of Environment	Install aM&T systems in prioritised buildings on key energy supply meters to monitor consumption closely and proactively on a regular basis in targeted buildings.	aM&T is a key tool to proactively monitor and manage energy consumption. Having aM&T systems available will vastly improve the Council's energy management efforts through the timely identification of abnormal consumption patterns allowing them to be investigated and addressed quicker, resulting in reducing unnecessary consumption and costs. It is recommended that such a system is installed in one trial building to assess suitability e.g. on the main incoming energy supplies in one of the leisure centres. Linked to the need for dedicated energy management staff/ resource, aM&T systems are effective tools but	It is estimated that this technology can help identify energy savings of 4 – 20% or more, with average cost savings of 10-15% being typically realised. For the Council Estate, estimated carbon reduction would be on the lower side of the typical savings (estimated as 5%-10%) primarily due to the variance in the Estate's building stock. <table border="1"> <thead> <tr> <th>Savings</th> <th>Carbon</th> </tr> </thead> <tbody> <tr> <td>5%</td> <td>207T</td> </tr> <tr> <td>10%</td> <td>414T</td> </tr> </tbody> </table>	Savings	Carbon	5%	207T	10%	414T	Further investigation into most suitable buildings required.
Savings	Carbon										
5%	207T										
10%	414T										

			<p>only where there is enough time for them to be interrogated on a regular basis.</p> <p>aM&T systems can be purchased outright or can be installed as part of a monthly management arrangement with a specialist consultant who install the system and monitor it on a client's behalf.</p>		
Wind Turbine Generator feasibility study	<p>Medium term</p> <p>Director of Environment</p>	Complete an options appraisal/ feasibility study on the potential to install wind turbine generators at Council sites.	A specialist consultant should be engaged with knowledge of planning implications to complete such an appraisal/ study.	Increased use of renewable electricity, resulting in reduced grid dependency, cost reduction and carbon emissions reduction	Further investigation required.

Building Specific Actions

Note: buildings referenced in the Action column are presented in order of focus/ priority)

Theme	Priority/ Lead Responsibility	Action	Rationale/ Notes	Benefit	
Building Management Systems	<p>Urgent</p> <p>Director of Environment</p>	Complete detailed BMS reviews at the following locations with focus on energy efficiency to assess	High level reviews of existing BMSs in the locations identified have the potential to reduce energy consumption considerably. By way of example, it was noted that the	Consumption, cost, and emissions reduction.	To be scheduled for September/early autumn.

		<p>potential to reduce consumption through time settings, temperature settings, the installation of additional controls etc.</p> <ul style="list-style-type: none"> ○ Ards Blair Mayne Leisure Centre ○ Bangor Sportsplex ○ Comber Leisure Centre ○ Town Hall, The Castle ○ North Road Depot 	<p>Air Handling Units (AHU's) associated with the main pool area at Ards Blair Mayne were running 24 hours per day. There is an opportunity here to reduce these 'out of hours' i.e. when the facility is closed, and the pool cover is on. Similarly, there would also be potential to ramp back on the pool recirculation pumps 'out of hours.</p> <p>The completion of more focussed BMS audits/ reviews are likely to identify more opportunities to reduce consumption, costs, and emissions.</p>		
Boiler temperature settings	<p>Short term</p> <p>Director of Environment</p>	<p>Complete exercises at each of the following locations to optimise the temperature settings on the heating to maximise the efficiency of the condensing boilers:</p> <ul style="list-style-type: none"> ○ Comber Leisure Centre ○ Queen's Leisure Complex ○ Donaghadee Community Centre ○ Kilcooley Community Centre ○ Waste Transfer Station, Baloo Drive ○ Ards Blair Mayne (pool water and pool hall temperatures) 	<p>An ideal design temperature for a condensing boiler commercial heating system would be 65°C supply, 45°C return. The lower return temperature means it can operate in part-condensing mode all year round.</p> <p>Although this is the most efficient setting other factors need to be considered. Such factors include:</p> <ul style="list-style-type: none"> ○ how well the building is insulated, ○ the pipe runs throughout the building/ building size; and ○ potential for legionella risk. <p>To complement this action, it is therefore vital that building insulation is also upgraded to prevent heat loss and support the lowering of temperature set points on boilers.</p> <p>It is recommended that set points are gradually lowered e.g. by 1°C each time, with periods of monitoring between each lowering until the set points gets to an optimum point in terms of lower</p>	Reduced consumption, costs, and emissions	Ongoing

			temperature set point and building comfort.		
Solar Reflective/ Control film on Windows	Short term Director of Environment	Install Solar Reflective/ Control film on Windows on the Church Street building.	<p>The identified buildings were very warm during the audit visits, with staff members mentioning the overheating and comfort issues. Additional portable air conditioning had been introduced to try to address the issue (with the associated energy consumption implications).</p> <p>The application of solar film to the windows in those areas experiencing overheating will reduce solar gain and will also retain heat, thereby improving both comfort levels and efficiency.</p>	<p>Electricity consumption, costs, and emissions reduction.</p> <p>Film is a widely used solution which can result in up to 1/3 savings on associated cooling requirements/ costs for those spaces which are subject to excessive solar gain. It also has comfort benefits for space users.</p>	Quotes to be sourced in September for possible install.
Pipework insulation	Short term Director of Environment	<p>Complete insulation of pipework at the following locations:</p> <ul style="list-style-type: none"> o City Hall, the Castle (significant lengths requiring insulation) o Ballygowan Village Hall o Marquis Hall, Bangor o Ards Blair Mayne (fit jackets to sand filters) 	Insulating pipework will reduce heat loss, thereby improving the efficiency of the heating systems	<p>Electricity consumption, costs, and emissions reduction.</p> <p>Generally, maximum savings of 10-20% can be realised. This however depends on the length of uninsulated pipe run, pipe/ valve size etc.</p>	Quote being sought for each of the sites.
Solar PV	Short term Director of Environment	<p>Consider the installation of Solar PV at the following locations:</p> <ul style="list-style-type: none"> o Ards Blair Mayne Leisure Centre o Bangor Sportsplex (add to existing system and check that existing system is operational) o Queen's Leisure Complex o Londonderry Park 	<p>Engage a specialist installer or independent solar consultant to design/ specify systems for each building which optimises the amount of generated renewable electricity used on site, thereby minimising grid electricity use and avoidance of associated carbon emissions.</p> <p>Designs/ specifications should be developed using half hourly consumption/ load data.</p>	Increased use of renewable electricity, resulting in reduced grid dependency, cost reduction and carbon emissions reduction	<p>Costs Received for Ards Blair Mayne and North Road Works Depot for the year 2024/2025.</p> <p>Also grant awarded for PV installation at the Walled Garden Depot in Bangor.</p>

		<ul style="list-style-type: none"> ○ Donaghadee Community Centre ○ Hamilton Road Community Hub ○ Manor Court Community Centre ○ Queen’s Hall ○ Recycling Centre, Bangor ○ Skipperstone Community Centre ○ Glen Community Centre ○ Portavogie Community Centre ○ Green Road Community Centre ○ Alderman Green Community Centre ○ Kircubbin Community Centre ○ North Road Works Depot ○ Kilcooley Community Centre ○ Whitechurch Cemetery ○ 2 Church Street ○ Clandeboye Cemetery ○ Conlig Community Centre 	<p>There is likely to be potential to install additional PV systems at sites with such systems already installed.</p> <p>Consideration should also be given to the ‘future proofing’ of any installations i.e. to facilitate the introduction of battery storage systems once the technology is more commercially available.</p>		Quote required for other selected sites for the 2024/125 business year
Northern Community Leisure Trust (Serco) Operated Facilities	<p>Medium term</p> <p>Director of Environment</p>	Completion of energy assessments for each building/ facility	<p>The completion of the assessments will ensure opportunities to optimise consumption are identified an</p> <p>Due to the nature of the facilities multiple leisure sites and pavilions), these are high consuming buildings and as such have the potential for good energy reduction opportunities to be identified.</p>	Identification of reduction and other opportunities prior to facility handover and assessment of priority to rectify in terms of energy cost, consumption, and emissions reduction.	TBC

			Efforts should focus on BMS settings and controls on key plant such as AHUs, pumps etc. and the potential to upgrade existing inefficient fittings e.g. lighting as well as introduce/ increase the use of low/ zero carbon technologies such as solar PV.		
Boiler replacement	Medium term Director of Environment	Upgrade the following, less efficient heating boilers to improve the efficient use of energy: <ul style="list-style-type: none"> ○ Bangor Sportsplex ○ Comber Adult Learning Centre ○ Green Road Community Centre ○ Groomspoint Boathouse ○ Kircubbin Community Centre ○ Manor Court ○ Portavogie Community Centre ○ Queen’s Hall ○ Skipperstone Community Centre ○ North Road Depot ○ Ards Blair Mayne (replace existing hot water boilers with plate heat exchangers) 	Upgrading to a more efficient heating boiler should result on average 5-10% energy efficiency improvement benefits and subsequent reduction in consumption, costs, and emissions. These upgrades should be prioritised based on consumption and building use/ occupancy levels at each location. Upgrades should be completed after consideration has been given to the fuel switching action point in locations using kerosene.	Consumption, cost, and emissions reduction.	Boiler Replacement Schemes are in place to start at Manor Court, North Road Depot, Cladeboye Cemetery, Bangor Cemetery, Abbey Gate Lodge. Costs being collected for plate heat exchanger installation at Ards Blair Mayne.
Low carbon fuel replacement	Medium term Director of Environment	Complete a feasibility review to assess potential to migrate to lower carbon fuels at the following locations:	The highlighted location s use s Kerosene as a heating fuel, which is a high carbon fuel when compared to others currently available.	Reduced carbon emissions Currently, LPG costs are comparable with	Review will start upon completion of the installation of above boilers.

		<ul style="list-style-type: none"> o Bangor Sportsplex o Kircubbin Community Centre o Portavogie Community Centre o Queen’s Hall o Skipperstone Community Centre 	<p>Lower carbon options include:</p> <ul style="list-style-type: none"> o Natural Gas- limitations on availability may restrict this option. o Propane- this could be utilized where natural gas is not available. o BioLPG- a lower carbon alternative to ‘virgin’ propane, though it is a higher cost fuel. o Electric- electrification of heating in buildings could be considered, particularly along with the installation of solar PV. <p>This action focuses on carbon reduction. Cost savings may be realized but its focus is more on reducing the Council’s carbon emissions.</p>	<p>natural gas and kerosene costs. The benefit would be on lowering carbon emissions.</p> <p>BioLPG costs are approximately 15-20% higher than standard LPG.</p> <p>Carbon emissions associated with standard LPG are approximately 40% less carbon intensive than kerosene.</p> <p>BioLPG is effectively zero carbon rated.</p>	
Lighting upgrades to LED equivalents	<p>Medium term</p> <p>Director of Environment</p>	<p>Complete lighting upgrades to LED equivalents (and install PIR/ daylight controls) in the following buildings:</p> <ul style="list-style-type: none"> o Baloo Waste Transfer Station (T5 fittings in the main waste ‘shed’) o Bangor Sportsplex (internal lighting T8 & pitches to LED) o Glen Community Centre (T8 fittings) o Kilcooley Community Centre (install PIRs to existing LED) o Kircubbin Community Centre (T8) o Church Street Office 	<p>Upgrading to LED lighting as well as introducing automated PIR and/ or daylight sensors will reduce electricity consumption, costs, and emissions.</p> <p>LED fittings also reduce ‘whole life’ maintenance costs due primarily to their longer life spans.</p>	<p>Electricity consumption, costs, and emissions reduction</p> <p>Typical savings of 30% can be realised through the installation of PIR controls and LED lighting when compared with older fittings.</p>	<p>Proposed works in place for Ards Blair Mayne lighting controls upgrade. Awaiting costs for North Road Depot replacement of remaining fluorescent lights. Cost received for Aurora Leisure Centre for full replacement, but currently working through zone by zone to replace light fittings and controls.</p>

		<ul style="list-style-type: none"> ○ Comber Adult Learning Centre ○ Conlig Community Centre ○ Alderman George Green Community Centre (PIR) ○ Redburn Community Centre ○ Tower House (PIR) ○ Portavogie Community Centre (PIR) ○ Queen’s Hall (PIR) ○ Queen’s Leisure Complex (PIR) ○ Manor Court (T5 fittings to be replaced with LED) ○ City Hall, The Castle (existing fittings to be replaced with LED and controls) ○ Ards Blair Mayne (microcell and PIR sensors fitted and time control added) ○ North Road Depot (fit LED lighting to all other areas that currently do not have LED) ○ Aurora (LED replacements of fluorescent and microcell/PIR controls) 			
Electric Storage Heaters	Medium term Director of Environment	Complete upgrades to more efficient alternatives to existing, aged storage heater units in the following locations:	Move to more efficient storage heaters will reduce consumption.	Electricity consumption, costs, and emissions reduction	Review will start upon completion of the installation of above boilers to investigate alternatives physically

		<ul style="list-style-type: none"> ○ Ards Arts Centre (partial replacement) ○ North Down Museum ○ Portaferry Market House 			and feasibly possible at selected sites.
Glazing upgrades	<p>Medium term</p> <p>Director of Environment</p>	<p>Complete glazing upgrades to the following buildings.</p> <p>Replace single glazing with double glazing:</p> <ul style="list-style-type: none"> ○ Queen’s Hall, Newtownards <p>Install secondary glazing in the following listed buildings:</p> <ul style="list-style-type: none"> ○ Town Hall, the Castle ○ Ards Arts Centre ○ North Down Museum ○ Portaferry Market House (1st Floor) ○ Tower House 	Upgrading glazing at the identified locations will reduce heat loss from the buildings, thereby improving energy efficiency.	<p>Electricity consumption, costs, and emissions reduction.</p> <p>Glazing upgrades from single pane reduces heat loss from the respective areas being upgraded. Up to 15% savings on heating costs in those areas can be realised.</p>	

Unclassified

81

ITEM 11**Ards and North Down Borough Council**

Report Classification	Unclassified
Exemption Reason	Not Applicable
Council/Committee	Environment Committee
Date of Meeting	04 September 2024
Responsible Director	Director of Environment
Responsible Head of Service	Head of Assets and Property Services
Date of Report	01 July 2024
File Reference	65373
Legislation	Harbours Act
Section 75 Compliant	Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below:
Subject	Harbour Safety Update
Attachments	Appendix 1 - Harbour KPI Report Appendix 2 - Harbour 5-Year Safety Plan

Background

At the March Environment Committee meeting, Members agreed a number of recommendations by the Council's Designated Person for Harbours, as part of his routine audit.

This report follows a standardised template to address a number of the recommendations and keep Members informed about ongoing safety measures and statistics at our Harbours. It also addresses some key elements of our Marine Safety Management System and specifically the need to keep the Environment Committee, as "Duty Holder" (under the Port Marine Safety Code), fully informed of relevant matters at our Harbours.

This report covers the period 1st January to 31st June 2024.

Not Applicable

82

Harbours Key Performance Indicators

See Appendix 1 attached.

Marine Safety Training Scheme (MSTS)

The MSTS utilises the income from our slipway permit system to educate local users via a variety of marine-based safety initiatives. In this reporting period a safety day took place in Donaghadee Harbour. It was attended by berth-holders, slipway users, open-water swimming groups and members of the public who were offered the chance to win one of two new lifejackets.

One of the benefits of holding the safety day is that it enables Harbours staff to conduct surveys to establish any perceived training needs amongst the users. VHF radio training was a popular choice and was subsequently arranged. MCA approved VHF radio courses were part funded by the MSTS and 14 candidates successfully completed the course.

4.0 Items Reviewed Under the 5-year Safety Plan

The 5-year safety plan (Appendix 2 attached) sets out a schedule of reviews for our extensive safety plan covering all marine based activities. During this period the following reviews took place:

- Marine Safety Management System
- Operation Risk Assessments
- Harbour User Risk Assessment
- Navigational Risk Assessments
- Training for harbour staff in Sea Survival, First Aid, Oil Spill Response, Firefighting and Safety Awareness.
- Hydrographic survey at Ballyhalbert
- Structural Survey at Ballyhalbert
- Emergency Response Plan
- Oil Spill Response Plan
- Port Waste Management Plan
- Operational check of Work boats

There are no notable developments from any of the above reviews.

Harbour Stakeholder Group Meeting

The newly formed Harbour Stakeholder Group is being set up with invitations sent to berth holders, harbours fisherman, local water sport and safety groups along with the Chair of the Environment Committee.

Any notes from future meetings will be included in this section of future half-yearly reports.

Not Applicable

83

RECOMMENDATION

It is recommended that the Council notes the half-yearly harbours safety update.

2024 January to June ANDBC Harbours KPI's

KPI One Navigational Incidents – Objective, to determine the cause of incidents in order to prevent them from reoccurring					
Performance Target - No major incidents, serious injuries or serious pollution as a result of the failure of the harbours MSMS.					
Performance Target - All reported Incidents investigated in a timely basis.					
Performance Target - Identify opportunities for improvement and ensure policies and procedures are reviewed where appropriate.					
KPI Element Record	Number of Instances				
	G'sport	D'dee	B'walter	B'halbert	Cook st
Number of recorded incidents	0	1	0	0	0
Number of incidents afloat	0	0	0	0	0
Number of incidents ashore	0	1	0	0	0
Navigational incidents					
Vessel sinking	0	0	0	0	0
Vessel collision (with another vessel)	0	0	0	0	0
Vessel allision (colliding with a fixed shore structure)	0	0	0	0	0
Vessel grounding	0	0	0	0	0
Breakout (mooring failure / anchor failure)	0	0	0	0	0
Pollution incidents	0	0	0	0	0

2024 January to June ANDBC Harbours KPI's

Fire incidents	0	0	0	0	0
Other notable incidents (Person in water etc)	0	0	0	0	0
TOTALS	0	1	0	0	0
Report and Investigation					
Navigational incidents investigated	0	0	0	0	0
Reportable incidents to the MAIB	0	0	0	0	0
KPI Two Conservancy – Objective conserve the harbours and their approaches					
Performance Target - Hydrographic Surveys. Ensure that the harbours and their approaches have adequate schedules for hydrographic surveys and that these are undertaken in line with the defined schedules.					
Performance Target - Navigational Lights – In conjunction with the Commissioners of Irish Lights to provide and maintain adequate navigational aids consistent with harbour users.					
Performance Target - Identify opportunities for improvement and ensure policies and procedures are reviewed where appropriate requirements to facilitate safe navigation within the harbours and their approaches. Report to CIL on a quarterly basis.					
Performance Target - Wrecks and Obstructions. Investigate all reported wrecks and obstructions in a timely basis.					
Performance Target - Notices / Warnings – Promulgate Local Notices and Warnings to harbour users of changes to Navigational Aids, depths and other dangers to Navigation.					
Local AtoN's failures	0	0	0	0	0
Hours before AtoN is fully operational	N/a	N/a	N/a	N/a	N/a
Navigational risks assessed and revised annually	yes	Yes	yes	yes	yes

2024 January to June ANDBC Harbours KPI's

Hydrographic information available to Harbour staff	yes	yes	yes	yes	yes
Date of hydrographic survey	2023	2019	2019	2019	2019
Hydrographic information promulgated to users	no	no	no	no	no
Wreck & Obstruction Investigated	N/A	N/A	N/A	N/A	N/A
Warnings - Notice to Mariners issued	yes	yes	yes	yes	yes

KPI Three - Contingency and Emergency Planning

Performance Target - Review of Emergency Plans and Procedures on an annual basis.

Performance Target - Undertake desktop / real time exercises at each harbour on an annual basis.

Emergency plans assessed and revised annually	yes	yes	yes	yes	yes
Emergency exercises undertaken.	None- due December 2024	None- due December 2024	None- due December 2024	None- due December 2024	None- due December 2024

KPI Four - Consultation - liaison and consult with harbour users

Performance Target - Arrange regular meetings with harbour users to consult on any navigational issues, safety issues, conservancy, and leisure activity. At the very least a meeting with each harbour group on an annual basis.

Meeting with harbour user groups.	Planned for September 24	Planned for September 24	Planned for September 24	Planned for September 24	Planned for September 24
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KPI Five - Training of Marine Personnel

2024 January to June ANDBC Harbours KPI's

Performance Target - Continual Professional Development to ensure all marine personnel are competent to perform their duties.	
Harbour Master	Ongoing (see training database)
Marine operative 1	Ongoing (see training database)
Marine operative 2	Ongoing (see training database)
KPI Six - Audit and Review	
Performance Target – Annual review and audit of MSMS by HM & DP	
Performance Target – Duty Holder fully aware of their responsibilities under the PMSC	
Performance Target – DP to issue report to Duty Holder on effectiveness of the MSMS	
Harbour Master to internally review and assess MSMS	Reviewed and updated
Designated Person to assess and audit the MSMS	Yes, last audited late 2023
Designated Person to advise Duty Holder or their role and explain accountability & responsibilities.	Yes, DP briefed environment committee in January 2023
Designated Person to report to Duty Holder on an annual basis the effectiveness of the MSMS in ensuring	Yes, DP briefed environment committee in January 2023

2024 January to June ANDBC Harbours KPI's

compliance with the PMSC.	
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Harbours 5 Year Safety Plan

Category	Item	2024	2025	2026	2027	2028
Safety Management	Marine Safety Management System	MAR	MAR	MAR	MAR	MAR
Risk Assessments Review	Review Operational Risk Assessments	MAR	MAR	MAR	MAR	MAR
	Review Harbour user risk assessments	MAR	MAR	MAR	MAR	MAR
	Review Navigation Risk Assessments	JUN	JUN	JUN	JUN	JUN
Training Review	Sea Survival (MCA approved)	JAN	JAN	JAN	JAN	JAN
	First Aid (MCA approved)	JAN	JAN	JAN	JAN	JAN
	OSPR 1p, 2p and 5p (MCA approved)	JAN	JAN	JAN	JAN	JAN
	Fire Fighting (MCA approved)	JAN	JAN	JAN	JAN	JAN
	Safety awareness (MCA approved)	JAN	JAN	JAN	JAN	JAN
	Harbour Master Diploma for Snr Marine Op.	n/a	DEC	n/a	n/a	n/a
Conservancy	Hydrographic Survey Ballyhalbert	MAR	n/a	n/a	n/a	n/a
	Hydrographic Survey Cook St	n/a	MAR	n/a	n/a	n/a
	Hydrographic Survey Donaghadee	n/a	n/a	Nov	n/a	n/a
	Hydrographic Survey Ballywalter	n/a	n/a	n/a	Nov	n/a
	Hydrographic Survey Groomsport	n/a	n/a	n/a	n/a	MAR
	Structural Survey Ballyhalbert	MAR	n/a	n/a	n/a	n/a
	Structural Survey Cook St.	n/a	MAR	n/a	n/a	n/a
	Structural Survey Donaghadee	n/a	n/a	Nov	n/a	n/a
	Structural Survey Ballywalter	n/a	n/a	n/a	Nov	n/a
	Structural Survey Groomsport	n/a	n/a	n/a	n/a	MAR
Stakeholder engagement	Marine Safety Engagement Day	APR	APR	APR	APR	APR
	Marine Safety Activity Day	JUL	JUL	JUL	JUL	JUL
	Marine Safety Stakeholder Meeting 1	n/a	FEB	FEB	FEB	FEB
	Marine Safety Stakeholder Meeting 2	JUL	JUL	JUL	JUL	JUL
Emergency Response	Review Emergency Response Plan	JUL	JUL	JUL	JUL	JUL
	Review Oil Spill Response	JUL	JUL	JUL	JUL	JUL
	MCA Review	n/a	n/a	n/a	n/a	JAN
Environmental	Review Port Waste Management Plan	JUN	JUN	JUN	JUN	JUN
	Environmental Audit	OCT	OCT	OCT	OCT	OCT
Harbour Work Boats	Survey by MCA	n/a	n/a	n/a	n/a	JUN

Harbour Work Boats	Self Cert Checks by Harbour Staff	JUN	JUN	JUN	JUN	JUN
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