

September 26th, 2024

**Notice Of Meeting**

You are requested to attend the meeting to be held on **Wednesday, 2nd October 2024 at 7:00 pm** in **Church Street, Newtownards.**

# Agenda

## Agenda

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## 11. Notices of Motion

### 11.1 Notice of Motion submitted by Councillor Irwin and Alderman McRandal

That this Council tasks officers with producing a report outlining how pedestrian access to Household Recycling Centres in the Borough could be facilitated.

This report should include consideration of health and safety requirements, the HRC booking system and the ability to provide pedestrian access in other council areas in Northern Ireland.

## 12. Any Other Notified Business

**\*\*\*ITEM 13-14 IN CONFIDENCE\*\*\***

## 13. Extension of Marine Services Contract

 *Item 13 Extension of Marine Services Contract DL.pdf*

*Not included*

## 14. Tenders for the Provision of Electrical Services

 *Item 14 Tender for the Provision of Electrical Services DL.pdf*

*Not included*

## **ARDS AND NORTH DOWN BOROUGH COUNCIL**

25 September 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, 2 October 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 on NI Litter Strategy – Follow Up (Report attached)
4. Street Naming – Merchants Mews, Comber (Report attached)
5. Street Naming – Bailey Avenue, Bailey Link, Bailey Mews and Bailey Road, Conlig (Report attached)

#### **Reports for Noting**

6. Car Parking Promotional Tariff Change (Report attached)
7. Household Waste Recycling Centres Estate Improvement Strategy 2024 (Report attached)
8. Roadmap to Green Fleet (Report attached)
9. Building Control Activity Report Q4 (Jan to Mar 2024) (Report attached)
10. Building Control Activity Report Q1 (Apr to Jun 2024) (Report attached)
11. Notices of Motion

### 11.1 Notice of Motion submitted by Councillor Irwin and Alderman McRandal

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This report should include consideration of health and safety requirements, the HRC booking system and the ability to provide pedestrian access in other council areas in Northern Ireland.

### 12. Any Other Notified Business

**\*\*\*ITEM 13-14 IN CONFIDENCE\*\*\***

#### **Reports for Approval**

13. Extension of Marine Services Contract (Report attached)

14. Tenders for the Provision of Electrical Services (Report 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      | Vacant                        |
| Councillor Edmund         | Councillor Smart (Vice Chair) |
| Councillor Irwin          | Councillor Wray               |

Unclassified

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 02 October 2024   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 16 September 2024   |
| File Reference              | 92017   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Response to Notice of Motion on NI Litter Strategy - Follow Up  |
| Attachments                 | None  |

Members will recall that a Notice of Motion was agreed by the Council in August 2020, as follows:

*“That this Council agrees to write to the Department of Agriculture, Environment & Rural Affairs to request a Litter Strategy is drawn up which should include a regional multi-media campaign to tackle litter, including dog fouling, in a bid to deal with the ever increasing public and environmental health issues which littering presents to our society.”*

The Council subsequently wrote to the then DAERA Minister accordingly, and a response received from him at that time advised it was the intention to take this forward as part of the first ever NI Environment Strategy which the Department was working upon.

Not Applicable

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A Draft Environment Strategy was published in 2022, and this included a commitment to publishing NI's first Litter Strategy by 2024. Officers are not aware of any steps taken to deliver upon this proposal.

Members will be aware that this Council proactively engages both locally and regionally in campaigns to promote environmentally responsible behaviours, not least in respect of littering. We deploy significant resources to enforcement activities, as well as education campaigns - including partnership in the regional Live Here Love Here initiative co-ordinated by Keep NI Beautiful. Notwithstanding this, the Notice of Motion that was passed by Council in 2020, recognises that much more needs to be done through the development of a multi-faceted NI Litter Strategy, led by the Department with input and support from all relevant stakeholders, including all NI Councils.

Given the ongoing prevalence of littering across Northern Ireland, and the significant adverse social, economic and environmental impacts of this problem, it is proposed that the Council writes to the new DAERA Minister to request an update in relation to the proposal for the production of a NI Litter Strategy as was set out in the Draft Environment Strategy and to press for this issue to be treated as a matter of urgency.

### **RECOMMENDATION**

It is recommended that the Council writes to the DAERA Minister as outlined in this report.

Unclassified

5

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 02 October 2024   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 02 September 2024   |
| File Reference              | FP/2024/2052/MAST / 91200   |
| Legislation                 | Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Street naming - Merchants Mews, Comber  |
| Attachments                 | None  |

A development comprising of six dwellings, is currently under construction on lands at 189 Killinchy Road, Comber.

The developer has requested the name Merchants Mews for the new development. The site is directly adjacent to the Old Post Office in Lisbane, Comber, and the developer requests the name Merchants Mews as the original postmaster at Lisbane was also a general merchant. The developer wishes to maintain this link for the development and the name is also in keeping with the general neighbourhood.

**RECOMMENDATION**

It is recommended that the Council adopt the street name of Merchants Mews for this development.



Unclassified

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 02 October 2024   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 05 September 2024   |
| File Reference              | FP/2024/1786/MAST / 91200   |
| Legislation                 | Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Street naming - Bailey Avenue, Bailey Link, Bailey Mews and Bailey Road, Conlig   |
| Attachments                 | None  |

A large development of 176 dwellings is planned for construction on lands at 62 Green Road, Conlig. The first phase of the site has commenced and initially comprises of 25 dwellings.

The developer has requested the names Bailey Avenue, Bailey Link, Bailey Mews and Bailey Road, Conlig for the new development. The developer researched the site's location and the new development will be built in the townland of Balloo. The Irish name for Balloo is Baile Aodha (anglicised to Bailey). This is in keeping with the general neighbourhood.

**RECOMMENDATION**

It is recommended that the Council adopt the street names of Bailey Avenue, Bailey Link, Bailey Mews and Bailey Road, Conlig for this development.

Unclassified

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 02 October 2024   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 17 September 2024   |
| File Reference              | 90303   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Car Parking Promotional Tariff Change   |
| Attachments                 |   |

A five-hour parking for £1 promotional tariff was first introduced 11 years ago, in December 2013 by the then Minister for Regional Development, and subsequently extended in April 2014 for an initial 6-month pilot period. This applied to car parks in 25 towns and cities, excluding Belfast, which had an ordinary tariff of 30p or more per hour and were owned and operated at the time by the Department for Regional Development.

The status of the reduced tariff was not reviewed by the Department before RPA and was inherited by Councils when ownership of these car parks transferred in April 2015. Most Councils have now removed the tariff; however, it remains in use in Ards and North Down.

Our Car Park Strategy stated that the removal of the £1.00 for five hours tariff will help to:

- improve space turnover
- reduce long stay parking associated with commuters and local workers at key town / city centre car parks; and

Not Applicable

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- better reflect the value of these town centre car parks.

Removal of this tariff positively impacts turnover resulting in increased footfall in the city /towns and allows the generation of additional income for the Council to assist with operation and maintenance costs.

The Council has already approved removal of this tariff as part of its agreed Car Parking Strategy. Implementation of this decision has not yet taken place, as it had been considered that the legislative issues surrounding the change of tariffs would prevent such action. However, upon review of the legal situation on this matter and following consultation with other Councils, officers are now satisfied that this change can go ahead without amendments to legislation.

Removal of the £1 for 5 hours promotional tariff, as already agreed through the adoption of Council's Car Park Strategy in June 2021, will therefore be implemented from 2 December 2024. Tariffs will revert to the standard hourly rate tariffs that are stipulated for each charged car park in the Borough under The Off-Street Parking Order (NI) 2000 (as amended) and advertised accordingly in those car parks. Information for car park users, informing them of this change, will be made available in the applicable car parks for a three-week period prior to this change.

### **RECOMMENDATION**

It is recommended that the Council notes this report.

Unclassified

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 02 October 2024   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Waste and Cleansing Services  |
| Date of Report              | 18 September 2024   |
| File Reference              | 47049   |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Household Waste Recycling Centres Estate Improvement Strategy   |
| Attachments                 | Appendix 1 - Draft Strategy Document  |

Members will be aware that there is a pressing need for review of our Household Waste Recycling Centres (HWRCs), leading to development and implementation of an improvement programme that allows us to maximise the social, economic and environmental value of this key aspect of our estate.

The attached document sets out the background, strategic intent, and primary aims of the strategy as well as the proposed approach to meeting those aims and implementing our strategy.

Following agreement of the strategy, the first key task will be to engage appropriate professional support. Waste and Resources Action Programme (WRAP), which is currently assisting with the ongoing review of our kerbside waste collections model, has indicated that it may also be able to provide support to the Council in this aspect of our waste management transformation programme.

Not Applicable

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It is proposed that further reports would be brought back to Committee at various key stages of the strategy implementation process, for consideration and approval as required.

### **RECOMMENDATION**

It is recommended that the Council agrees to the adoption of the attached Household Waste Recycling Centres Estate Improvement Strategy and engagement with WRAP to assist with the strategy implementation process where possible.

## **Household Waste Recycling Centres Estate Improvement Strategy**

### **1. Summary**

The proposed Strategy which will ensure that Ards and North Down Borough Council's network of Household Waste Recycling Centres (HWRCs) can be significantly improved, through a programme where necessary of upgrade and replacement. Transformation of our HWRC estate to provide a network of modern, attractive, safe and effective sites will ensure that the standards of this key public service continue to develop in line with health and safety requirements, the public's waste disposal needs and environmental improvement imperatives.

### **2. Background and Introduction**

The Council is responsible for the collection and disposal of Local Authority Collected Municipal Waste (LACMW) including the provision of HWRCs for residents to deposit bulky waste items not suitable for kerbside collection, free of charge. The Council provides and manages nine HWRCs, which have been developed over many years and some facilities now require replacement and/or major redevelopment.

The HWRC Improvement Strategy aims to set out a vision to provide a network of modern, attractive sites which are convenient to use and designed to maximise the reuse and recycling of the materials brought to them.

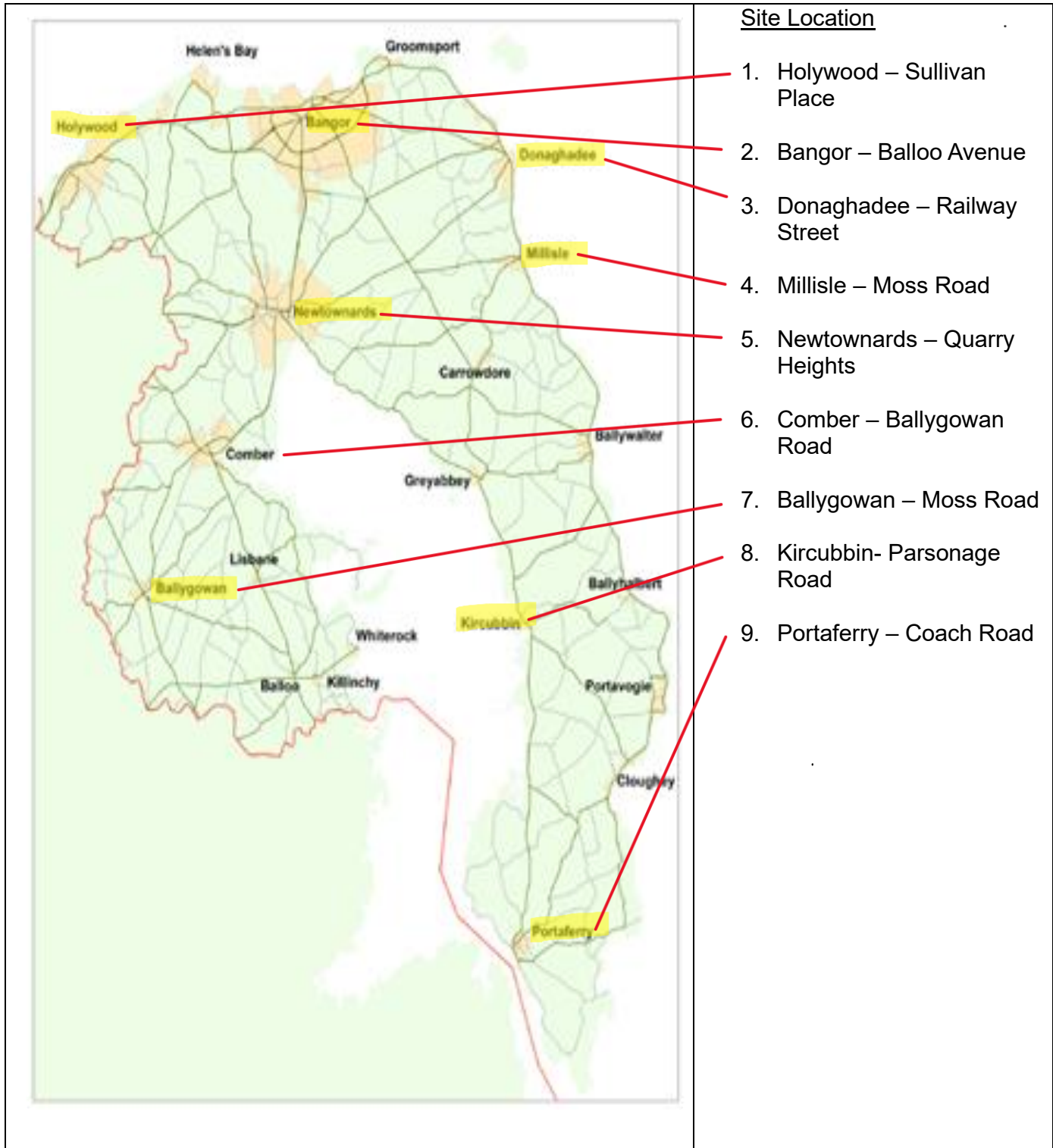
There are several older sites across the Borough that are no longer considered fit for purpose and not suited to modern demands, leading to health and safety challenges and increasingly higher levels of customer dissatisfaction on account of the limited range of recycling containers that can be provided. The following are some of the key factors identified:

- Sites having to temporarily close to allow the accumulated waste to be safely loaded and transported off site.
- Notwithstanding the introduction of the booking system, which significantly reduced the need for vehicles to queuing for access sites during peak times, queuing remains a periodic problem when sites have to be serviced unexpectedly at short notice.
- Restricted layouts particularly at some smaller sites, which makes recycling less convenient/intuitive or prohibits the recycling of certain materials where space for a sufficient range of containers is lacking.
- Issues with accessing containers, particularly health and safety concerns where heavy items must be lifted above waist height, by an ageing and/or vulnerable member of the public.
- Pedestrian interaction with vehicles posing to health and safety challenges.
- Increased public demand, due to population and housing growth, leading to high demand especially at peak times of the year.

It is envisaged that a comprehensive programme of site redevelopment/replacement would realistically take around 5 – 10 years to deliver, subject to suitable site and funding availability, as well as securing relevant planning permissions. To future proof the service in line with pending and future legislation, all refurbished, replacement and new sites should be fully or partially under rain cover to enable better options for reuse and recycling of unwanted pre-loved items. The Greater Manchester Renew

Hub (<https://recycleforgreatermanchester.com/renew-hub/> ) provides a good example of what can be achieved in terms of re-use.

**Current Locations of Council HWRCs**



Whilst legislation advocates the provision of Civic Amenity Sites or HWRCs, it does not prescribe a scale of provision. WRAP has previously provided guidance based on population served, households served and drive time to nearest site.

Going forward, the Council's HWRCs will have an important role to play in both driving behavioural change and the avoidance of waste generation in line with the circular economy. We can do this by encouraging and facilitating householders to move away from the current "take – make – use – dispose cycle", into one where goods are kept in circulation for as long as possible, making the most of the resources already in use, saving carbon, and helping to prevent further damage to the environment and protect biodiversity. The Council's App, Bin-Ovation, can be modified to assist residents to find local solutions for the materials they no longer want or need, prioritising reuse, repair and recycling before disposal. Similarly, the online HWRC booking system can direct householders to the appropriate site where the required reuse/recycling options are available. Our HWRCs can play an increasingly important role in this, by moving away from the "dump" image to providing a point for repair, reuse and maximising recycling.

The HWRC service and this strategy aligns with the Council's new Corporate Plan, contributing towards our actions to address the climate emergency by increasing recycling rates and aiding the transition towards the circular economy. The strategy will also form part of future community engagement and democratic decision making around the HWRC service and the changes needed.

### **3. About this Strategy**

To provide the standard of service required by legislative and societal change and to tackle climate change, it will be necessary for the Council to address our current network of HWRCs which are outdated, cramped and in need of significant investment.

The vision is to enhance, improve and maintain a HWRC infrastructure and service to meet the future needs of our residents and the waste management services we operate, building on our recycling rate, reducing our carbon footprint and embracing the circular economy through repair, upcycling and reuse over the next 20 years - whilst being mindful of the Council budgetary constraints.

The proposed strategy sets out the high-level drivers for change, and our aims and principles to deliver upon that.

- a) The majority of current sites were developed many years ago, around a 'landfill disposal' service model. They do not meet modern standards and are too small to meet the demands of a modern HWRC service. They have lacked investment and, in some cases, need repair and maintenance programmes as well as improvements to meet new and emerging legislative and legal standards, for which costs will be unavoidable.
- b) The Borough's population is growing, and this will mean more residents using the HWRC service. A HWRC strategy will aid us in seeking the investment we require and to plan for growth and ensure the right sized sites are in the right place to meet the needs of our residents and our environment.



- c) The role and nature of waste services provided by the Council will change over the next few years as forthcoming national legislative and policy changes are introduced. An agile, flexible, and responsive HWRC strategy will enable us to ensure our network is flexible and able to adapt to these changes as well as the pressures of housing growth within the Borough.
- d) A key part of delivering the circular economy is increasing the amount of material repaired and reused, therefore we need to ensure that HWRC infrastructure plays an active part in delivering this. Investing and delivering on our HWRC strategy will enable us to ensure our facilities allow residents to easily donate materials for reuse/resale and enable easy and safe recycling and disposal of materials.
- e) The strategy will contribute towards the Council's action on climate change and is a key component in driving a circular economy, by ensuring the network of HWRCs maximises the reuse and recycling of more items and reduces the need for carbon intensive new materials to be manufactured. Sites already have a recycling rate of over 60%, meaning less materials are sent to landfill for disposal. The strategy for the HWRCs will form part of the green economy and provide green jobs for both those working on sites and those involved in the onward management of materials.
- f) The strategy will provide a framework which enables us to seek funding from Central Government or other sources when it becomes available with "shovel ready" projects. (The DAERA Collective Change Fund, currently available for HWRC improvements requires both planning permission and waste management licensing to be in place before an application will be accepted).

#### **4. Our Primary Aims**

- a) To provide a high-quality service for residents of the Borough, by ensuring we make it easy for them to do the right thing with their household waste. To do this the HWRC site infrastructure needs to be appropriately accessible to residents across the Borough, with a clear and understandable layout. There needs to be plenty of space to allow for changes to meet new legislation and for storage of goods suitable for re-use, resale, upcycling and recycling.
- b) The HWRCs will support and complement kerbside recycling services to enable the Council to maximise the amount and types of waste that are able to be recycled. The sites will need to be adequately staffed to ensure they are safe places to visit and work, and that materials are placed in the correct areas for re-use, upcycling and recycling, meaning that residual waste is minimised.
- c) To aid the transition to a circular economy, reuse and repair needs to become a more mainstream activity. Providing facilities that drive this by providing convenient places to deposit goods for reuse and find good quality preloved goods will be key to this outcome. Maintaining the useful life of a product helps to reduce the carbon emissions associated with the extraction of materials, manufacture and transport.
- d) The development of reuse and repair shops on-site or situated nearby would mean that an increased number of smaller and lower value goods could be reused as they will not need to be transported excessive distances. Offering good quality, lower cost items will also help our residents on lower incomes, or those looking to save money and resources.

- e) The waste hierarchy details the priority order in which waste should be managed – Reduce, Reuse, Repair, Recycle, Recover and Dispose. We want to design and operate HWRCs in a way that helps to reduce the amount of material sent to landfill and for energy recovery. As well as reuse and repair shops, this involves increasing the amount we recycle through better segregation of materials on site and increasing the number/range of materials we receive for recycling.
- f) As the global impact of waste becomes more apparent, and driven by incoming and future legislation, producers and manufacturers are changing the way they make and package materials and are increasingly assisting in their recovery for recycling at the end of their useful life through product return schemes and other mechanisms. The Council supports this change but is aware that this may mean HWRCs having to evolve to provide different services. The range of materials accepted may change, for example if more materials are accepted back for recycling directly by producers and retailers. The infrastructure will aim to be flexible to enable it to adapt to change.
- g) The HWRCs already serve as Designated Collection Facilities (DCFs) for Waste Electrical and Electronic Equipment (WEEE). There may be opportunities for them to act as a collection or return point for other take back schemes. To enable this, HWRCs will need dry and undercover storage areas to accept and store different material streams.

## 5. Achieving the Primary Aims

- a) The Council will seek to maintain a reasonably accessible network of HWRCs for residents of the Borough, however, noting that several existing sites are likely to have reached the end of their useful life in their current condition.
- b) Where it is not possible to develop an existing site, we will look to move to a new location to serve residents in the area, while seeking to expand individual site footprints to account for both population growth and the space needed to deliver the primary sustainable waste resource management aims set out above.
- c) Where it is possible to redevelop an existing site, we will seek to expand and/or reorganise the layout, to provide additional capacity to accommodate reuse and repair, and to enable more materials to be segregated for recycling in a more accessible and user-friendly fashion.
- d) The Council will consider additional or replacement sites to further future proof HWRC capacity. The number and location will be determined by housing growth, land availability and distance to other HWRCs, as well as recognised national standards of good HWRC provision.
- e) The Council will seek to ensure all the Borough's HWRCs have the capacity to serve the residents of the Borough, are fit for the future and meet legislative requirements.
- f) Where possible materials will be kept undercover using buildings and sheltered bays. This will reduce contamination and damage from inclement weather and maximise the reuse and recycling potential of materials and goods.
- g) The weather can have an impact on the quality of materials sent for recycling. Wet materials are heavy, cost more to transport, and can be more difficult to

- recycle. An indoor HWRC, or containers sheltered by a canopy will keep materials drier, maximising their recycling potential.
- h) Covered drop-off areas will make sites more user friendly. There is a noticeable drop in visitor numbers during wet, cold or very hot weather and during winter months when it is dark, meaning sites are busier when the weather and light conditions improve. A covered drop-off area may help make site usage more even, reducing the chance of it being booked out at any particular time and providing a better user experience.
  - i) Reuse, repair, upcycling and other circular economy activities are important to help increase the lifespan of materials and reduce waste, so the aim will be to provide a covered drop off area for reusable materials at each site. HWRCs will have clean, dry areas to store, sort and potentially repair donated materials.
  - j) New and replacement sites will incorporate environmental improvements and maximise energy efficiency in their design. Alternative energy sources including solar, and wind will be considered as part of the business case.
  - k) Pedestrian access will be considered when identifying new sites, though will always be subject to the ability to provide pedestrian access safely and separate from vehicular access.
  - l) The closure of a HWRC for site improvement works will impact residents, either requiring them to drive further to other HWRCs, or to store waste items for longer at their homes until the works are completed. Best endeavours will be deployed to ensure that no two adjacent sites are closed for improvement works at the same time, thereby always retaining a reasonably accessible service for all residents throughout the duration of the HWRC estate transformation programme.

## 6. Implementation of the Strategy

An implementation action plan will be developed once the strategy is approved; this will be regularly reviewed and remain an active plan to drive improvements to the service. The development of suitable infrastructure forms a core part of this strategy and implementation will take various factors into account including land ownership, planning permission, legislative changes, waste management licensing conditions and available budget (including potential grant support). Broadly the order of works will be:

- a) Continue with essential maintenance works at all existing sites.
- b) Conduct a high-level review of existing sites in the context of the optimum geographic spread, taking account of recognised national best practice standards and other aims set out in the strategy.
- c) Review land ownership (including land adjacent to existing sites) for potential new/redeveloped sites, as well as planning status to determine feasibility of retention/expansion/replacement of existing sites.
- d) Draft a blueprint for a futureproofed HWRC network across the Borough.
- e) Commence implementation of the new blueprint, beginning with those sites which most urgently require attention.
- f) Throughout, seek to ensure alignment with the Council's Corporate Plan and with other related Council strategies and objectives including sustainability, climate emergency, the circular economy and job creation.

## 7. Summary and Conclusions

This Strategy sets out a vision for the modernisation of the Council's HWRC estate, to meet the demands of the 21<sup>st</sup> century and the prevailing climate emergency. New facilities will make re-use and recycling a lot easier, safer and more convenient for the public thereby managing more waste at the higher end of the waste hierarchy.

The temporary closure of the HWRC network during the pandemic demonstrated how much the sites are valued by the public to help them manage their bulky household waste. The implementation of the online booking system in September 2023 highlighted the extent to which the Council's HWRC network was used by out of Borough and non-household waste producers and the need to retain such controls moving forward. The sites form a critical element of offering a comprehensive frontline waste service to the Borough's residents.

Delivering the vision will help to ensure that the service continues to meet the health and safety, operational and legislative requirements as well as public needs. The redevelopment and/or replacement of sites where required will help ensure that the HWRC service is well placed to meet the growing demands placed upon it, increasing re-use and recycling thereby contributing towards the Council's role in the net zero carbon emissions agenda.

Unclassified

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

|                             |  |
|-----------------------------|--|
| Report Classification       | Unclassified   |
| Exemption Reason            | Not Applicable   |
| Council/Committee           | Environment Committee  |
| Date of Meeting             | 02 October 2024  |
| Responsible Director        | Director of Environment  |
| Responsible Head of Service | Head of Assets and Property Services   |
| Date of Report              | 15 August 2024   |
| File Reference              | 79001  |
| Legislation                 | N/A  |
| Section 75 Compliant        | Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Roadmap to Green Fleet   |
| Attachments                 |  |

**Background**

In January 2024 Council agreed that following on from an Alternate Fuel feasibility study commissioned by East Border Region group of Councils, Officers would use this as a basis for development of our own "Roadmap to a Green Fleet" document.

The feasibility study determined that the most viable fuel for our smaller vehicles is battery electric (BEV) and the most viable fuel for our heavier fleet is hydrogen. This contributes to the Councils Roadmap to Sustainability, Action 16 on the delivery of a Carbon Reduction Strategy and is a key activity in relation to our declaration of a Climate Emergency.

Members will be aware that the first milestone under the Climate Change Act (NI) 2022 is to have a 48% reduction in greenhouse gases (GHGs) by 2030 with a 100% reduction being in place by 2050.

**Landscape**

Not Applicable

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Members should note that this a hugely complex subject with much uncertainty and constantly changing factors that affect the viability of alternate fuels and our ability to transition toward them in an efficient and effective way. These factors include:

#### Refuelling Infrastructure

The first stage of our green fleet plan, will involve transition of 49 lighter vehicles to BEVs. The power requirement to keep the proposed 49 electric vehicles charged is considerable and would require a significant upgrade to our electrical infrastructure at our Depot. NIE has estimated this upgrade to cost approximately £140k, in addition to the charging infrastructure itself which could cost a further £102k. However, the existing NIE supply is sufficient to charge a number of electric vehicles and should be ample for the vehicles scheduled for replacement over the next 2 years according to our programmed replacement schedule, with an investment of around £50k for charging infrastructure (funding for this has been applied for via the UK Shared Prosperity Fund Northern Ireland).

Similarly, hydrogen refuelling currently presents significant challenges in terms of both infrastructure and security of supply of renewable hydrogen. There may be scope in the future to enter into Hydrogen Partnerships with other public sector organisations however it will be challenging to align needs and will require considerable time to set up. Officers will continue to keep this option under review.

#### Technological Uncertainty

Both BEV and hydrogen powered vehicles involve relatively new and constantly developing technology. From 2035, the sale of new liquid petroleum gas, petrol, and diesel cars, as well as hybrid vehicles, will be banned across the UK and by 2036 all new HGV's up to 26 tonnes must be zero emission from the tail pipe (2040 for +26T). This legislative requirement will prompt the manufacturers to make significant changes to their vehicles and rapidly develop new technologies. What is cutting edge today could be obsolete next year. Any vehicles that we do change to an alternate fuel now, could be better suited to a future technology when it becomes available at a later date.

It is also worth noting that grid electricity is currently not 100% renewable, so BEVs still result in carbon emissions associated with power station electricity supply. That said, grid electricity produces 19% less gCO<sub>2</sub> per kW than fossil fuel powered internal combustion engines. In addition, the Climate Change Act set a target stating that 80% of electricity within the distribution network must come from renewables by 2030, so in the longer term much of this carbon should be removed at source.

#### Operational Suitability

Currently it is only feasible to change our small vans to electric power. The larger vans and small lorries are not suited due to BEV's reduced payload and towing capacity (due to the weight of the batteries). The technological uncertainty of the industry means that whilst some vehicles are not currently viable to run on electric or hydrogen, they could be viable in the near future.

#### Costs

Currently, electric vans are typically 30% more expensive than their internal combustion engine (ICE) equivalent and hydrogen powered refuse vehicles are also significantly

Not Applicable

20

more expensive. It is envisaged that as the 2035 ban on ICE vehicles approaches, manufacturers will need to make the alternate fuel vehicles more appealing to consumers and this along with greatly increased scale of production of such vehicles, should lead to reduced pricing.

### Depot Suitability

As noted above, the refuelling infrastructure required for a green fleet requires significant investment. In addition, some insurers specify that BEVs must be charged outdoors for fire safety reasons - and our Balloo Depot has limited suitable outside space. Due to these and several other factors, the long-term suitability of our Depots needs to be explored and this should ideally be done in advance of any significant investment in infrastructure. A review of our depots is being considered and will be reported to Council in due course.

### Skills & Equipment

A technologically advanced fleet will require our existing vehicle maintenance staff to retrain in alternate fuel vehicles and the purchase of appropriate vehicle maintenance equipment. This change will take time and money to implement. Any alternate fuel vehicles bought prior to the implementation of these changes will need to be maintained by contractor on an interim basis, at additional cost.

## **Use of Hydrotreated Vegetable Oil (HVO)**

### What is HVO

HVO is a synthetic, premium quality biofuel made from 100% raw materials. HVO is both renewable and sustainable.

- It is considered renewable because it is manufactured from plant and animal oils/fats, which can be regrown when new feedstock is needed.
- It is considered sustainable because the crops used to manufacture HVO do not damage the environment, do not use land which has been claimed from other use (rainforest etc) and does not displace animals or other key aspects of the natural ecosystem.

The HVO production process removes unsaturation and contaminants, resulting in a pure hydrocarbon fuel. It is much more stable and likely to last longer in the tank than conventional biodiesel and gas oil. It is classified as a “drop-in replacement” for fossil fuels, meaning no physical changes to the vehicles are needed.

HVO manufacturers claim it can reduce emissions by up to 90%. Therefore for example, in the case of an average vehicle mileage of 12,000 miles a year, the use of HVO would mean that up to 10,800 of those miles would in effect be emission free.

### How can HVO help us achieve our Net Zero Targets

In theory it would be possible to move all our vehicles to HVO in/before 2030 and achieve a 90% reduction in GHG's to exceed our target under the Act. However, this would reduce the amount of time we have to phase-in zero-emission vehicles, making the capital replacement less affordable (it is easier to financially plan for replacing 200

Not Applicable

21

vehicles over 26 years, than 200 vehicles over 20 years). It would also result in significantly increased costs, as currently HVO is 40% more expensive than diesel. This would mean annual fuel costs rising by £440k per year at current prices.

In addition, when we consider manufacturers' requirement to have zero emissions from the tailpipe by 2036, HVO is unlikely to play a long-term role. HVO is therefore seen as a stop-gap measure rather than a long-term solution. However, this stop-gap measure may be vital if we need to boost our carbon reduction as the 2030 deadline approaches. For example, if we achieve a 20% reduction by 2029 through use of other measures and need a further 28% reduction to meet the requirements of the Act, we can switch a part of the remaining fleet to HVO to achieve this.

### **A Phased Approach**

Given this turbulent landscape it may be unwise to move hastily toward alternate fuel vehicles. To do so would present risks of excess costs and wasted money on infrastructure and sub-optimal vehicles.

With the first milestone under the Climate Change Act being a 48% reduction in greenhouse gasses by 2030, this first target needs to be our immediate priority. A phased approach would therefore seem to be appropriate, with Phase 1 focusing on 2024 to 2030 and achieving the 48% reduction necessary to comply with the Act. This phase will focus on our smaller vehicles which will be battery electric vehicles (BEV's), as determined by the Alternate Fuel feasibility study.

Phase 2 can be confirmed closer to 2030 when, we anticipate, much of the uncertainty in the landscape has been addressed. This phase will focus on the rest of the fleet and the expected move toward hydrogen powered heavier vehicles.

### **Phase 1 of Green Fleet Roadmap**

Phase 1 will include the following:

- Install charging infrastructure at North Road Depot, to maximise use of the current NIE transformer, without needing to upgrade it currently.
- Ensure the staff and resources are in place to maintain the new renewables powered fleet.
- Replace all suitable vehicles with battery equivalent (see schedule attached).
- Explore hydrogen power and the potential for hydrogen sharing agreements with suitable public sector organisations.
- Review the suitability of our depots, ensuring they can meet the organisation's needs to deliver phase 2 of this strategy.
- Utilise HVO to achieve additional carbon savings, if required, to meet the 2030 target of 48% reduction.



Not Applicable

22

**Costs**

The following are the high-level estimated total lifecycle costs for the 49 vehicles included in Phase 1 of our green fleet plan, based on 8k miles per annum (current average).

A lease option has been costed and may be worth considering due to certainty of costs and flexibility in the rapidly changing technological environment.

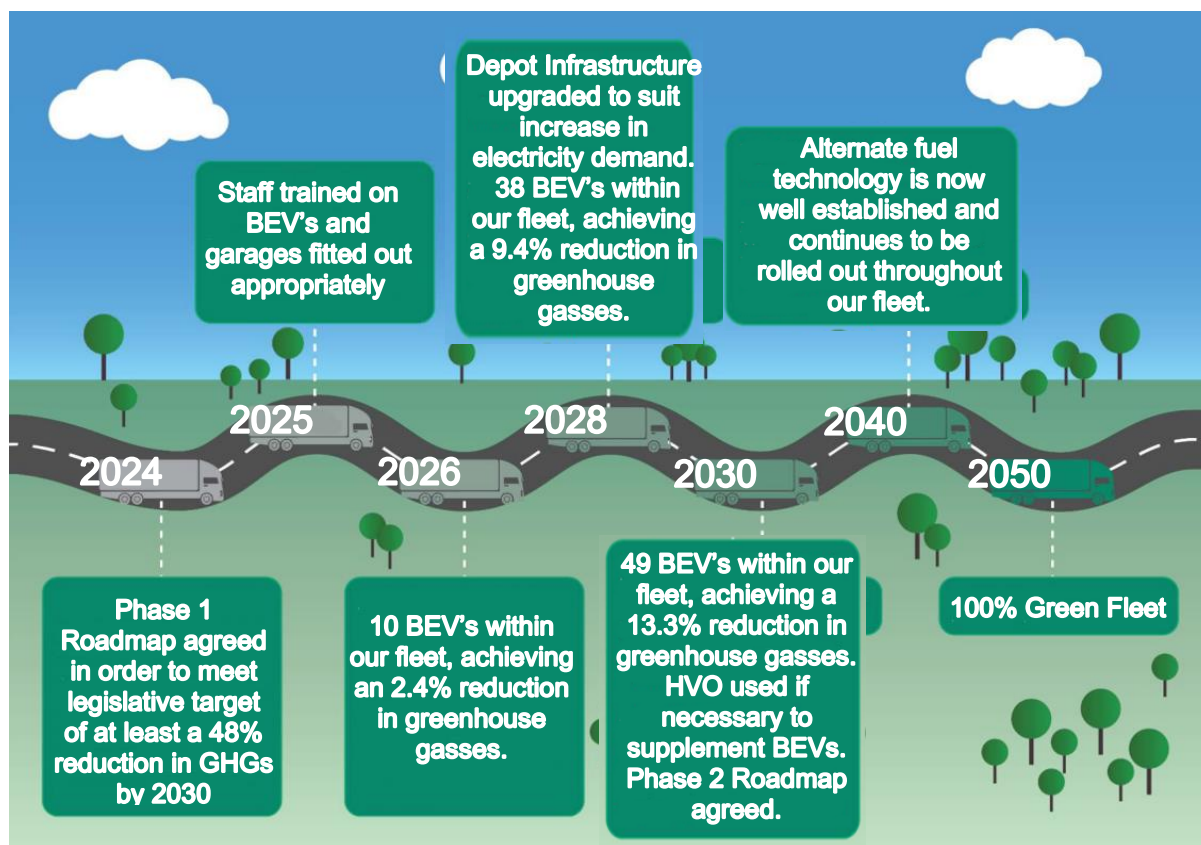
| <b>Cost Description</b>                              | <b>Diesel Vehicles (purchased)</b> | <b>BEV (purchased)</b> | <b>BEV (leased)</b> |
|--|------------------------------------|------------------------|---------------------|
| Infrastructure costs                                 | £0                                 | £50,000                | £50,000             |
| Purchase/Lease Cost (based on current typical costs) | £1,258,124                         | £1,663,403             | £1,705,200          |
| Fuel Cost  | £436,541                           | £274,400               | £274,400            |
| Maintenance (incl. Batteries)                        | £82,320                            | £79,380                | £54,880             |
| Tax  | £82,230                            | £65,170                | £65,170             |
| <b>Total</b>   | <b>£1,859,215</b>                  | <b>£2,132,353</b>      | <b>£2,149,650</b>   |
| Net additional financial costs                       | n/a                                | £273,138               | £290,435            |
| Carbon emissions (tCO <sub>2</sub> e)                | 1108                               | 250                    | 250                 |
| Net Carbon savings (tCO <sub>2</sub> e)              | n/a                                | 858                    | 858                 |

Whilst the life-cycle costs of both BEV options are more expensive than the diesel equivalents (largely due to the relatively low annual mileage of our fleet) they are achieving a significant saving of 858 tCO<sub>2</sub>e and making a significant contribution to our obligations under the 2022 Climate Change Act (NI).

**Key Dates and Milestones**

The diagram below shows the anticipated journey to a green fleet.

Not Applicable



**RECOMMENDATION**

It is recommended that the Council agrees the approach outlined above, subject to preparation of further business cases as required during the rates setting process.

Unclassified

24

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

|                             |   |
|-----------------------------|---|
| Report Classification       | Unclassified  |
| Exemption Reason            | Not Applicable  |
| Council/Committee           | Environment Committee   |
| Date of Meeting             | 02 October 2024   |
| Responsible Director        | Director of Environment   |
| Responsible Head of Service | Head of Regulatory Services   |
| Date of Report              | 17 September 2024   |
| File Reference              | BC01 / 91000  |
| Legislation                 |   |
| Section 75 Compliant        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Building Control Activity Report Q4 (1 January 2024 - 31 March 2024)  |
| Attachments                 |   |

**1.0 Introduction**

The information provided in this report covers, unless otherwise stated, the period; 1 January 2024 to 31 March 2024. The aim of the report is to provide members with details of some of the key activities of Building Control, the range of services it provides along with details of level of performance. This report format has been introduced across Regulatory Services.

**2.0 Applications**

Full Plan applications are made to Building Control for building works to any commercial building, or for larger schemes in relation to residential dwellings.

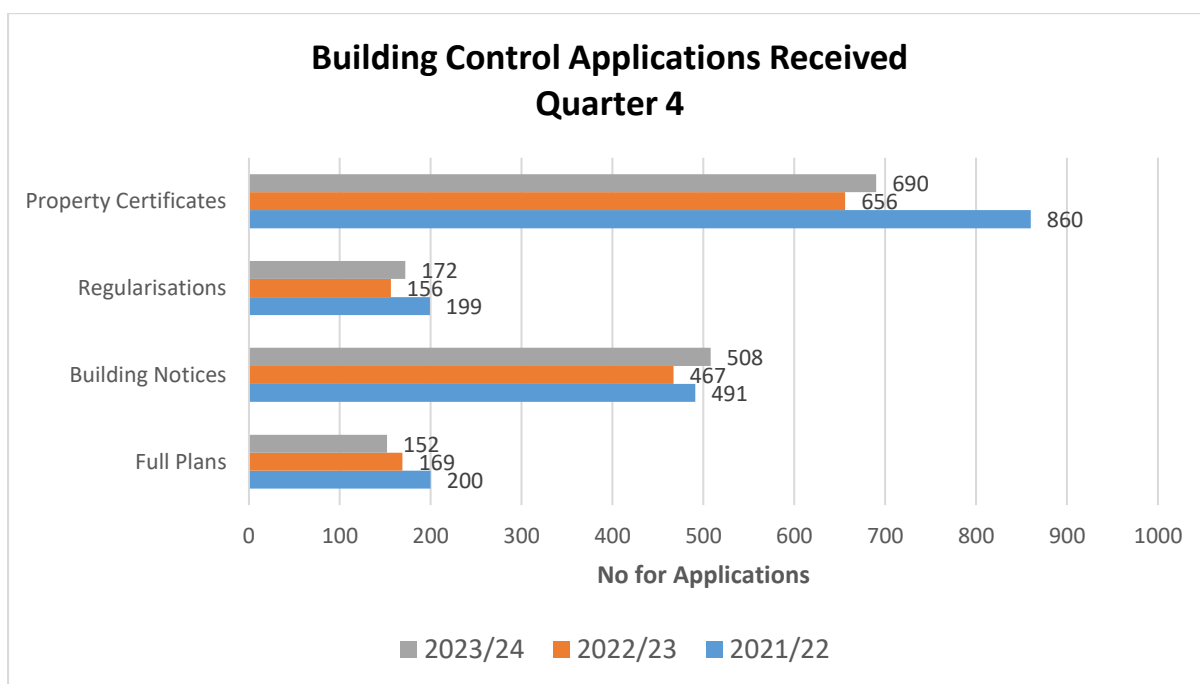
Building Notice applications are submitted for minor alternations such as internal wall removal, installation of heating boilers or systems, installation of all types of insulation and must be made before work commences. These applications are for residential properties only.

Not Applicable

Regularisation applications consider all works carried out illegally without a previous Building Control application in both commercial and residential properties. A regularisation application considers all types of work retrospectively and under the Building Regulations in force at the time the works were carried out.

Property Certificate applications are essential to the conveyancing process in the sale of any property, residential or commercial, and provide information on Building Control history and Council held data.

| <b>QUARTER 4</b>                         | <b>Period of Report</b><br>01/01/2024 – 31/03/2024 | <b>01/01/2023-31/03/2023</b> | <b>01/01/2022 – 31/03/2022</b> |
|--|--|------------------------------|--------------------------------|
| <b>Full Plan Applications</b>            | <b>152</b>   | <b>169</b>                   | <b>200</b>                     |
| <b>Building Notice Applications</b>      | <b>508</b>   | <b>467</b>                   | <b>491</b>                     |
| <b>Regularisation Applications</b>       | <b>172</b>   | <b>156</b>                   | <b>199</b>                     |
| <b>Property Certificate Applications</b> | <b>690</b>   | <b>656</b>                   | <b>860</b>                     |



The number of Full Plan applications received is very much influenced by the economic climate, and any changes in bank lending or uncertainty in the marketplace may cause a reduction in Full Plan applications.

### 3.0 Regulatory Full Plan Turnaround Times

Turnaround times for full plan applications are measured in calendar days from the day of receipt within the council, to day of posting (inclusive).

Not Applicable

Inspections must be carried out on the day requested due to commercial pressures on the developer/builder/householder, and as such any pressures on that end of the business reflects on the turnaround of plans timescale.

| <b>QUARTER 4</b>   | <b>Period of Report</b><br>01/01/2024 – 31/03/2024 | <b>Same quarter last year</b> | <b>Comparison</b> | <b>Average number of days to turnaround plan</b> |
|--|--|-------------------------------|-------------------|--|
| <b>Domestic Full Plan Turnarounds within target (21 calendar days)</b>     | 53%  | 58%                           | ↓                 | 22   |
| <b>Non-Domestic Full Plan Turnarounds within target (35 calendar days)</b> | 40%  | 62%                           | ↓                 | 51   |

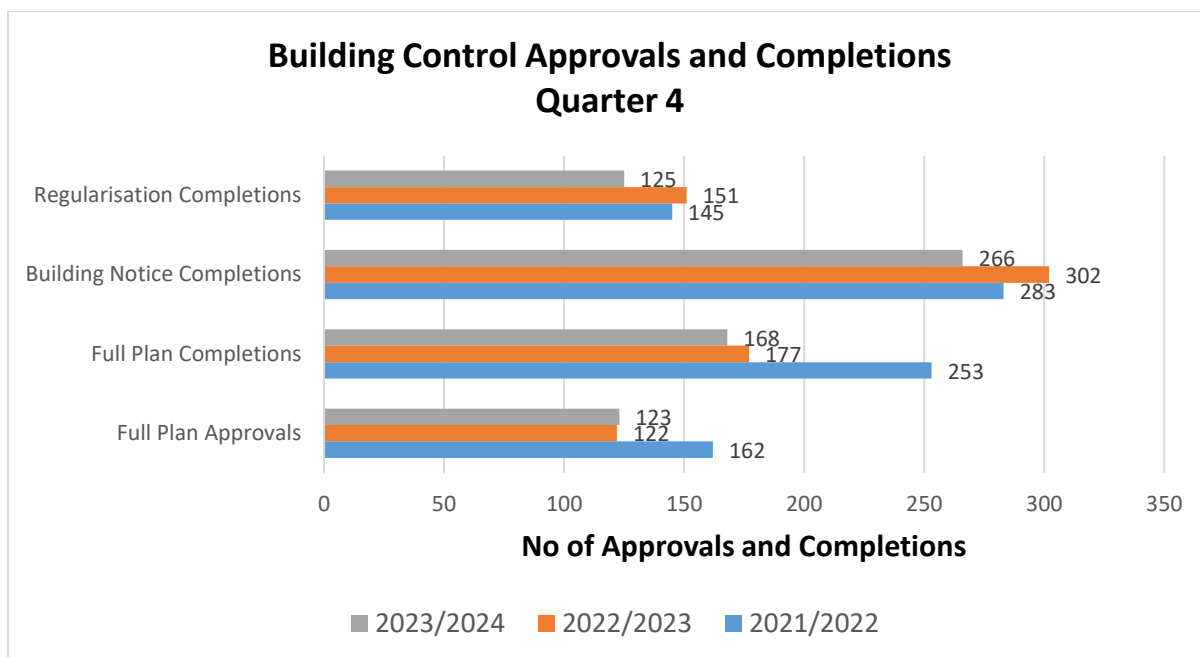
#### 4.0 Regulatory Approvals and Completions

The issuing of Building Control Completion Certificates indicates that works are carried out to a satisfactory level and meet the current Building Regulations.

Building Control Full Plan Approval indicates that the information and drawings submitted as part of an application meet current Building Regulations and works can commence on site.

| <b>QUARTER 4</b>                   | <b>Period of Report</b><br>01/01/2024 – 31/03/2024 | <b>01/01/2023 – 31/03/2023</b> | <b>01/01/2022 – 31/03/2022</b> |
|------------------------------------|--|--------------------------------|--------------------------------|
| <b>Full Plan Approvals</b>         | 123  | 122                            | 162                            |
| <b>Full Plan Completions</b>       | 168  | 177                            | 253                            |
| <b>Building Notice Completions</b> | 266  | 302                            | 283                            |
| <b>Regularisation Completions</b>  | 125  | 151                            | 145                            |

Not Applicable

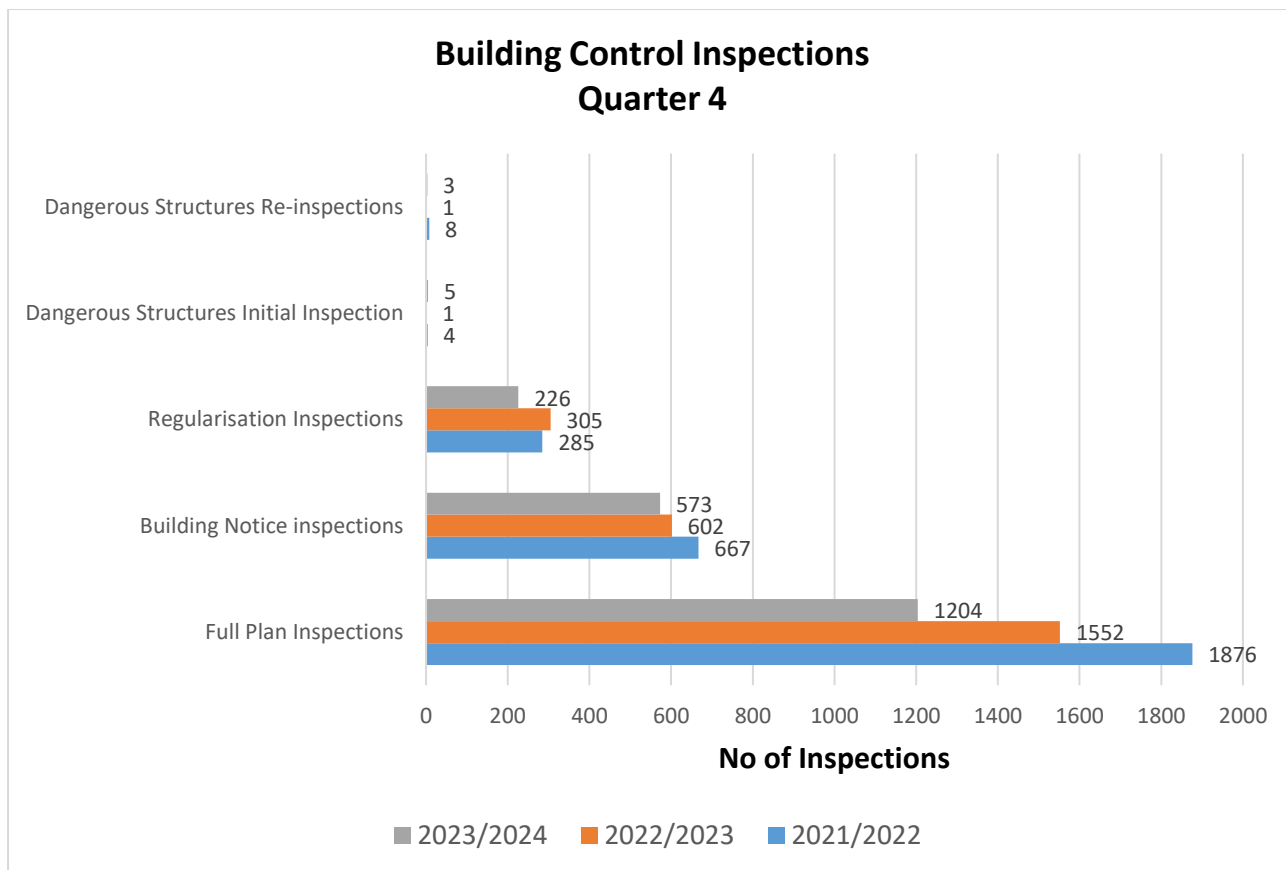


### 5.0 Inspections

Under the Building Regulations applicants are required to give notice at specific points in the building process to allow inspections. The inspections are used to determine compliance and to allow for improvement or enforcement.

| <b>QUARTER 4</b>                               | <b>Period of Report<br/>01/01/2024 - 31/03/2024</b> | <b>01/01/2023 –<br/>31/03/2023</b> | <b>01/01/2022 –<br/>31/03/2022</b> |
|--|---|------------------------------------|------------------------------------|
| <b>Full Plan Inspections</b>                   | 1204  | 1552                               | 1876                               |
| <b>Building Notice Inspections</b>             | 573   | 602                                | 667                                |
| <b>Regularisation Inspections</b>              | 226   | 305                                | 285                                |
| <b>Dangerous structures initial inspection</b> | 5   | 1                                  | 4                                  |
| <b>Dangerous structure re-inspections</b>      | 3   | 1                                  | 8                                  |
| <b>Total inspections</b>                       | 2011  | 2461                               | 2840                               |

Not Applicable

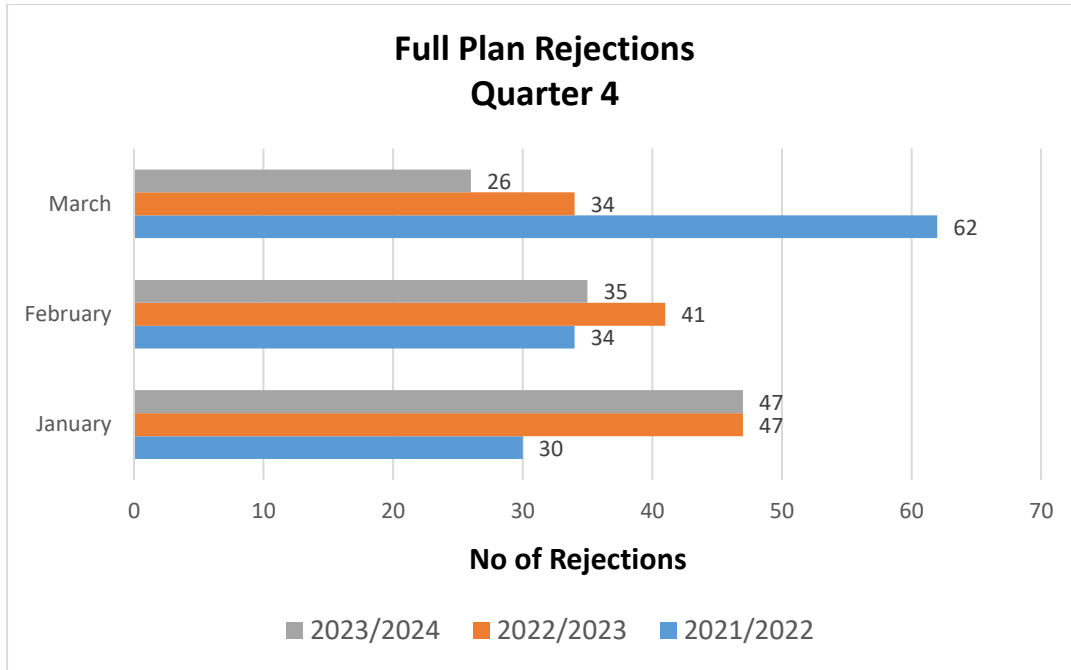


### 6.0 Non-Compliance

Where it is not possible to Approve full plan applications they are required to be rejected. Building Control Full Plan Rejection Notices indicate that after assessment there are aspects of the drawings provided that do not meet current Building Regulations. A Building Control Rejection Notice sets out the changes or aspects of the drawings provided that need to be amended. After these amendments are completed, the amended drawings should be submitted to Building Control for further assessment and approval.

| <b>QUARTER 4</b>  | <b>Period of Report<br/>01/01/2024 – 31/03/2024</b> | <b>01/01/2023 –<br/>31/03/2023</b> | <b>01/01/2022 –<br/>31/03/2022</b> |
|---|---|------------------------------------|------------------------------------|
| <b>Full Plan Rejection Notice</b>                       | <b>108</b>  | <b>122</b>                         | <b>126</b>                         |
| <b>Dangerous Structure Recommended for legal action</b> | <b>0</b>  | <b>0</b>                           | <b>0</b>                           |
| <b>Court Cases</b>                                      | <b>0</b>  | <b>0</b>                           | <b>0</b>                           |
| <b>Other</b>  | <b>0</b>  | <b>0</b>                           | <b>0</b>                           |

Not Applicable



### RECOMMENDATION

It is recommended that the Council notes this report.



Unclassified

30

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

|                             |  |
|-----------------------------|--|
| Report Classification       | Unclassified   |
| Exemption Reason            | Not Applicable   |
| Council/Committee           | Environment Committee  |
| Date of Meeting             | 02 October 2024  |
| Responsible Director        | Director of Environment  |
| Responsible Head of Service | Head of Regulatory Services  |
| Date of Report              | 18 September 2024  |
| File Reference              | BC1 / 91000  |
| Legislation                 |  |
| Section 75 Compliant        | Yes <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/><br>If other, please add comment below: |
| Subject                     | Building Control Performance Report Quarter 1 (1 April 2024 - 30 June 2024)  |
| Attachments                 | None   |

**1.0 Introduction**

The information provided in this report covers, unless otherwise stated, the period; 1 April 2024 to 30 June 2024. The aim of the report is to provide members with details of some of the key activities of Building Control, the range of services it provides along with details of level of performance. This report format has been introduced across Regulatory Services.

**2.0 Applications**

Full Plan applications are made to Building Control for building works to any commercial building, or for larger schemes in relation to residential dwellings.

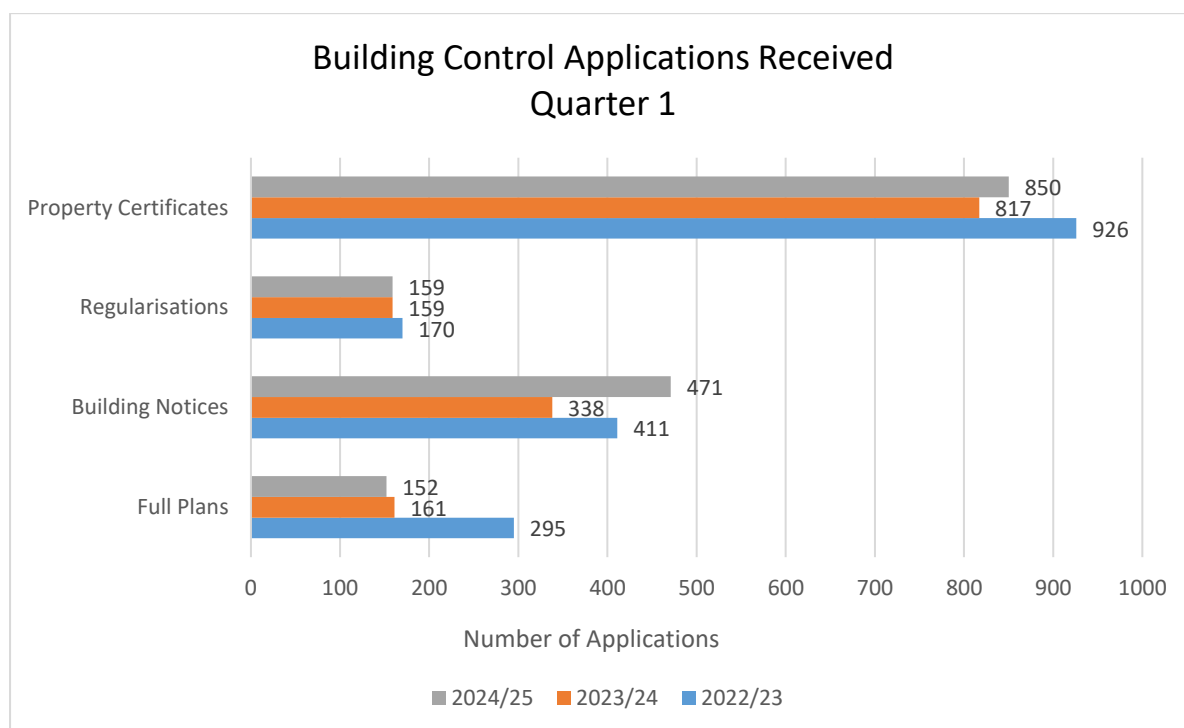
Building Notice applications are submitted for minor alternations such as internal wall removal, installation of heating boilers or systems, installation of all types of insulation and must be made before work commences. These applications are for residential properties only.

Not Applicable

Regularisation applications consider all works carried out illegally without a previous Building Control application in both commercial and residential properties. A regularisation application considers all types of work retrospectively and under the Building Regulations in force at the time the works were carried out.

Property Certificate applications are essential to the conveyancing process in the sale of any property, residential or commercial, and provide information on Building Control history and Council held data.

| <b>QUARTER 1</b>                         | <b>Period of Report</b><br>01/04/2024 – 30/06/2024 | <b>01/04/2023-30/06/2023</b> | <b>01/04/2022 – 30/06/2022</b> |
|--|--|------------------------------|--------------------------------|
| <b>Full Plan Applications</b>            | <b>152</b>   | <b>161</b>                   | <b>295</b>                     |
| <b>Building Notice Applications</b>      | <b>471</b>   | <b>338</b>                   | <b>411</b>                     |
| <b>Regularisation Applications</b>       | <b>159</b>   | <b>159</b>                   | <b>170</b>                     |
| <b>Property Certificate Applications</b> | <b>850</b>   | <b>817</b>                   | <b>926</b>                     |





The number of Full Plan applications received is very much influenced by the economic climate, and any changes in bank lending or uncertainty in the marketplace may cause a reduction in Full Plan applications.

### 3.0 Regulatory Full Plan Turnaround Times

Turnaround times for full plan applications are measured in calendar days from the day of receipt within the council, to the day of posting (inclusive).

Not Applicable

Inspections must be carried out on the day requested due to commercial pressures on the developer/builder/householder, and as such any pressures on that end of the business reflects on the turnaround of plans timescale.

| <b>QUARTER</b>   | <b>Period of Report</b><br>01/04/2024 – 30/06/2024 | <b>Same quarter last year</b> | <b>Comparison</b>   | <b>Average number of days to turnaround plan</b> |
|--|--|-------------------------------|---|--|
| <b>Domestic Full Plan Turnarounds within target (21 calendar days)</b>     | 80%  | 57%                           |  | 18   |
| <b>Non-Domestic Full Plan Turnarounds within target (35 calendar days)</b> | 70%  | 67%                           |  | 24   |

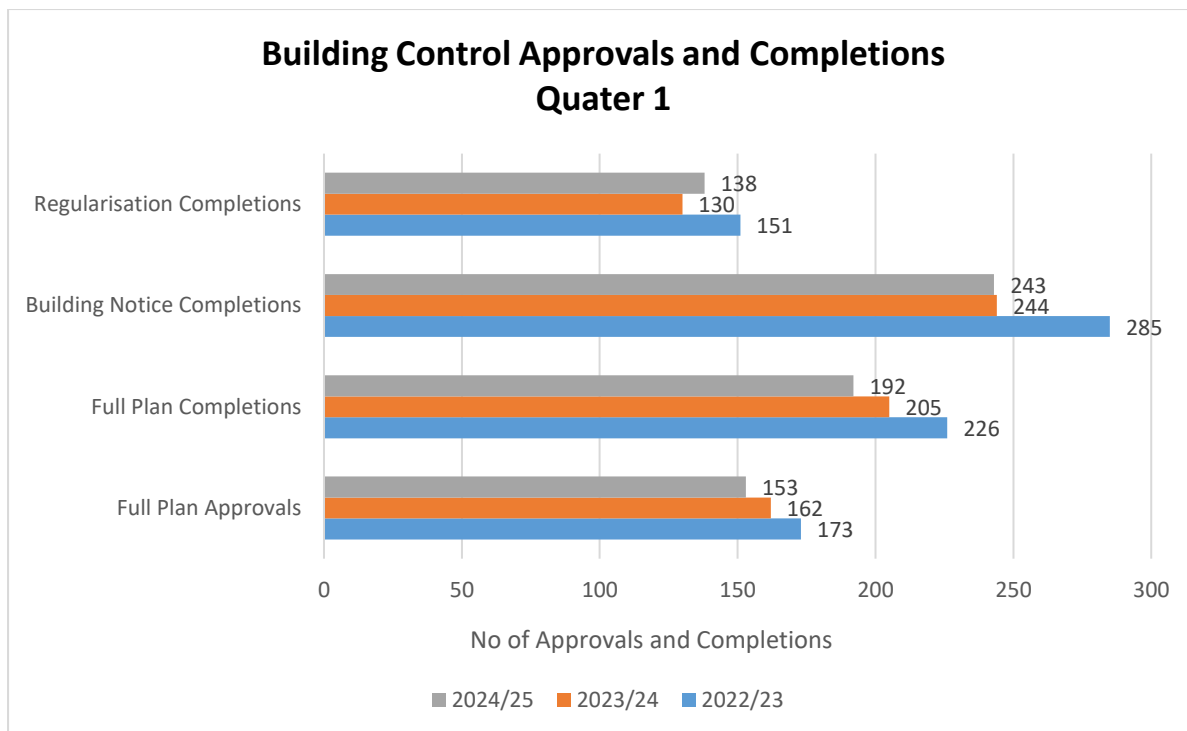
#### 4.0 Regulatory Approvals and Completions

The issuing of Building Control Completion Certificates indicate that works are carried out to a satisfactory level and meet the current Building Regulations.

Building Control Full Plan Approval indicates that the information and drawings submitted as part of an application meet current Building Regulations and works can commence on site.

| <b>QUARTER 1</b>                   | <b>Period of Report</b><br>01/04/2024 – 30/06/2024 | <b>01/04/2023 – 30/06/2023</b> | <b>01/04/2022 – 30/06/2022</b> |
|------------------------------------|--|--------------------------------|--------------------------------|
| <b>Full Plan Approvals</b>         | 153  | 162                            | 173                            |
| <b>Full Plan Completions</b>       | 192  | 205                            | 226                            |
| <b>Building Notice Completions</b> | 243  | 244                            | 285                            |
| <b>Regularisation Completions</b>  | 138  | 130                            | 151                            |

Not Applicable

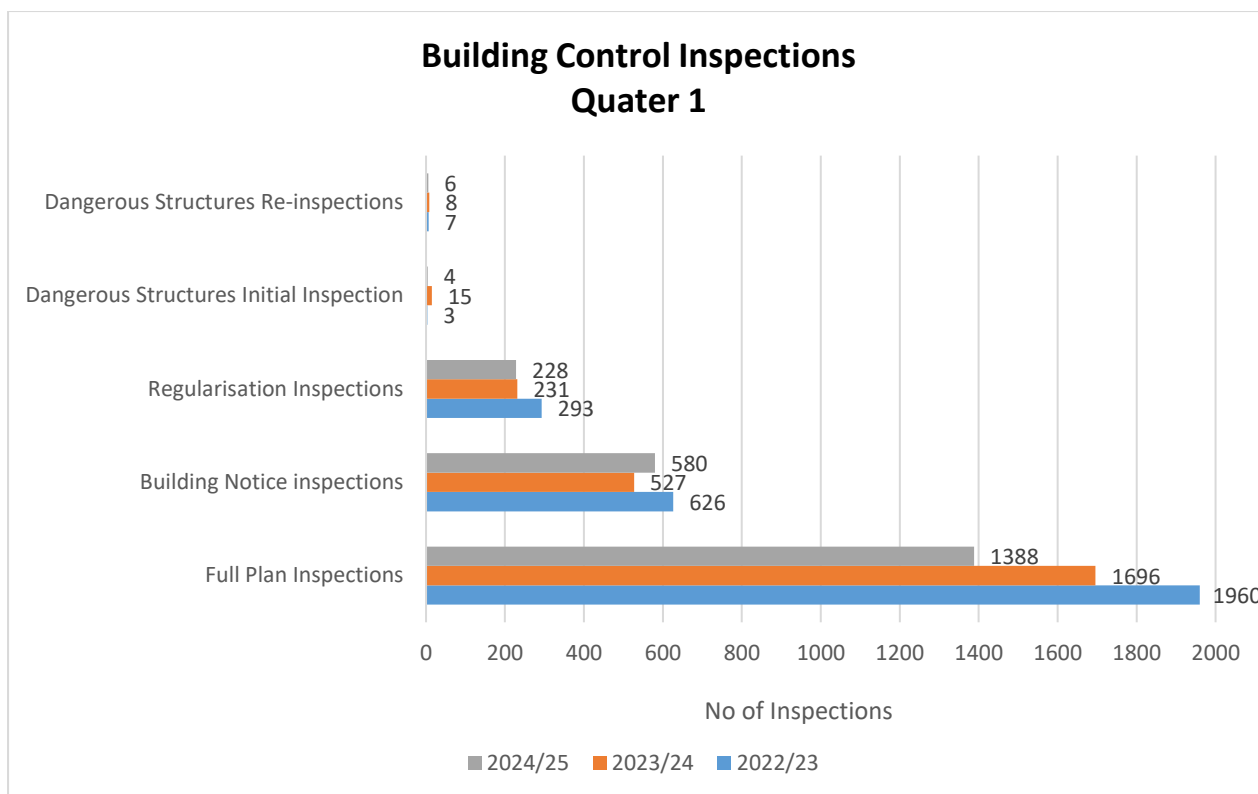


### 5.0 Inspections

Under the Building Regulations applicants are required to give notice at specific points in the building process to allow inspections. The inspections are used to determine compliance and to all for improvement or enforcement.

| <b>QUARTER</b>                                 | <b>Period of Report</b><br>01/04/2024 - 30/06/2024 | <b>01/04/2023 –</b><br><b>30/06/2023</b> | <b>01/04/2022 –</b><br><b>30/06/2022</b> |
|--|--|--|--|
| <b>Full Plan Inspections</b>                   | 1388   | 1696                                     | 1960                                     |
| <b>Building Notice Inspections</b>             | 580  | 527                                      | 626                                      |
| <b>Regularisation Inspections</b>              | 228  | 231                                      | 293                                      |
| <b>Dangerous structures initial inspection</b> | 4  | 15                                       | 3  |
| <b>Dangerous structure re-inspections</b>      | 6  | 8  | 7  |
| <b>Total inspections</b>                       | 2206   | 2477                                     | 2889                                     |

Not Applicable

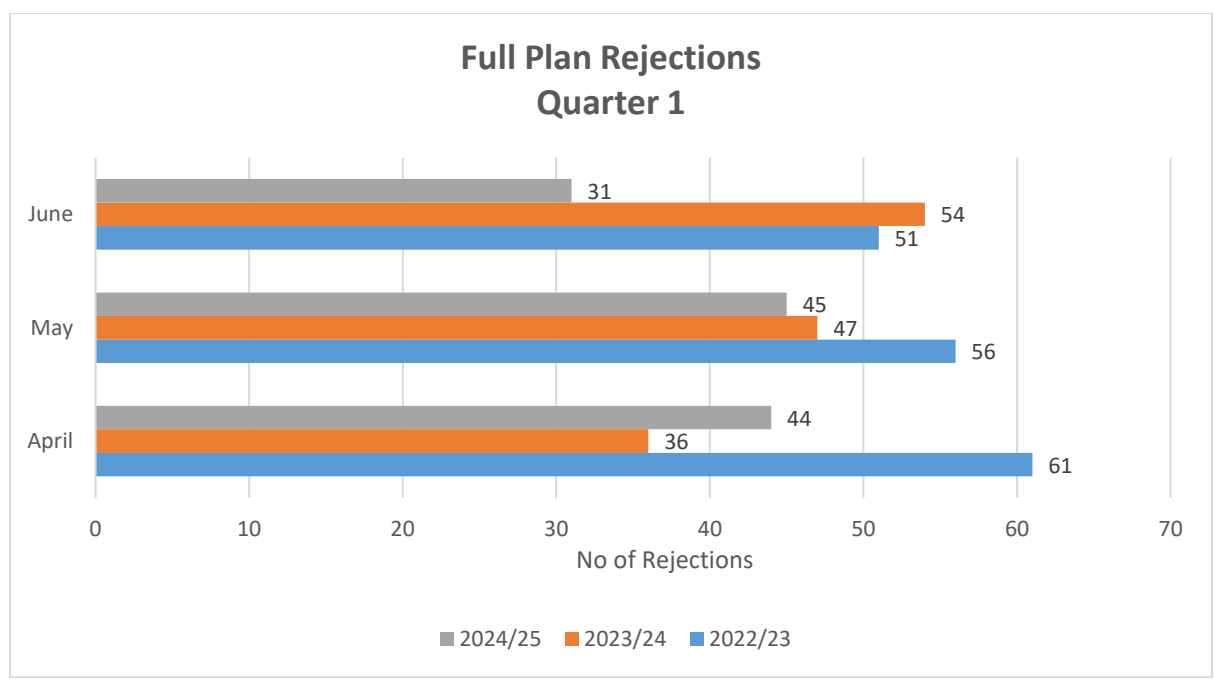


### 6.0 Non-Compliance

Where it is not possible to Approve full plan applications they are required to be rejected. Building Control Full Plan Rejection Notices indicate that after assessment there are aspects of the drawings provided that do not meet current Building Regulations. A Building Control Rejection Notice sets out the changes or aspects of the drawings provided that need to be amended. After these amendments are completed, the amended drawings should be submitted to Building Control for further assessment and approval.

| <b>QUARTER 1</b>  | <b>Period of Report<br/>01/04/2024 – 30/06/2024</b> | <b>01/04/2023 –<br/>30/06/2023</b> | <b>01/04/2022 –<br/>30/06/2022</b> |
|---|---|------------------------------------|------------------------------------|
| <b>Full Plan Rejection Notice</b>                       | <b>120</b>  | <b>137</b>                         | <b>168</b>                         |
| <b>Dangerous Structure Recommended for legal action</b> | <b>0</b>  | <b>0</b>                           | <b>0</b>                           |
| <b>Court Cases</b>                                      | <b>0</b>  | <b>0</b>                           | <b>0</b>                           |
| <b>Other</b>  | <b>0</b>  | <b>0</b>                           | <b>0</b>                           |

Not Applicable



### RECOMMENDATION

It is recommended that the Council notes this report.