

March 5th, 2025

Notice Of Meeting

You are requested to attend the meeting to be held on **Wednesday, 5th March 2025** at **7:00 pm** in **Church Street, Newtownards**.

Agenda

Agenda

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1. Apologies

2. Declarations of Interest

Reports for Approval

3. 2025-26 Service Plans

[Item 3 Annual Service Plans 2025-26 DL.pdf](#)

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3.1 Assets and Property Services

[Item 3.1 APS Service Plan 25-26.pdf](#)

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3.2 Waste and Cleansing Services

[Item 3.2 Waste and Cleansing Services Service Plan 2025-26.pdf](#)

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3.3 Regulatory Services

[Item 3.3 Regulatory Services Service Plan 25-26.pdf](#)

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4. ITEM WITHDRAWN

Items Delegated for Approval

5. Grant of Entertainment License

[Item 5 Grant of Entertainments Licence DL.pdf](#)

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Reports for Noting

6. Car Park Capital Resurfacing Works

[Item 6 Car Park Capital Works 2025-26 DL.pdf](#)

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7. Environment Directorate Budgetary Control Report - December 2024

 *Item 7 Environment Directorate Budget Control Report - Dec 2024 DL.pdf* *Page 57*

8. Letter to DAERA - Nappy Recycling Service (NOM 635)

 *Item 8 NOM Update Report - Nappy Collection Scheme DL.pdf* *Page 60*

 *Item 8 Appendix 1 - CEX to DAERA - Nappy Collection Scheme.pdf* *Page 61*

 *Item 8 Appendix 2 - Reply from DAERA Minister Nappy Collection Scheme.pdf* *Page 62*

9. Deposit Return Scheme Report

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10. Review of City/Town Centre CCTV

 *Item 10 Review of City & Town Centre CCTV System DL.pdf* *Page 71*

11. Q3 Sustainable Energy Management Strategy Progress Report

 *Item 11 Q3 Sustainable Energy Management Strategy Progress Report 24-25 DL.pdf* *Page 73*

 *Item 11 Appendix 1 ANDBC Energy Strategy Action Plan Q3 Update.pdf* *Page 78*

12. Q3 NET Activity Report (Oct - Dec 2024)

 *Item 12 NET Activity Report - Q3 Oct - Dec 2024.pdf* *Page 93*

13. Q2 NI Local Authority Municipal Waste Management Statistics - July to September 2024

 *Item 13 NI Local Authority Municipal Waste Management Stats Jul-Sept 2024 DL.pdf* *Page 104*

 *Item 13 NI Local Authority Municipal Waste Management Stats Jul-Sept 2024 DL.pdf* *Page 115*

14. Notices of Motion

14.1 Notice of Motion submitted by Alderman Cummings and Councillor Douglas

That this Council brings back a report outlining the design, cost and positioning of an additional plaque on the War Memorial in Comber, to accommodate a list of historically researched names, currently being collated as per War Memorial Trust guidelines, of the fallen in the Great War 1914-1918, which were

previously not included.

15. Any Other Notified Business


*****ITEMS 16-18 IN CONFIDENCE*****

Reports for Approval

16. Assets and Property Services Staffing Review

 *Item 16 Assets and Property Services Staffing Review DL.pdf*

Not included

 *Item 16 Appendix BC0326.2 APS Staffing Review Final.pdf*

Not included

17. Extension of Various Existing Tenders

 *Item 17 Tender Extensions DL.pdf*

Not included

18. Car Park Enforcement Outstanding Debt

 *Item 18 Car Park Enforcement outstanding debt DL.pdf*

Not included

ARDS AND NORTH DOWN BOROUGH COUNCIL

26 February 2025

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, 5 March 2025** 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. 2025-26 Service Plans (Reports attached)

- 3.1. Assets and Property Services
- 3.2. Waste and Cleansing Services
- 3.3. Regulatory Services

4. ITEM WITHDRAWN

Items Delegated for Approval

5. Grant of an Entertainments Licence (Report attached)

Reports for Noting

6. Car Park Capital Resurfacing Works (Report attached)
7. Environment Directorate Budgetary Control Report – December 2024 (Copy attached)
8. Letter to DAERA - Nappy Recycling Service (NOM 635) (Report attached)
9. Deposit Return Scheme Report (Copy attached)

10. Review of City/Town Centre CCTV (Report attached)
11. Q3 Sustainable Energy Management Strategy Progress Report (Copy attached)
12. Q3 NET Activity Report (Oct – Dec 2024) (Copy attached)
13. Q2 NI Local Authority Municipal Waste Management Statistics – July to September 2024 (Report attached)
14. Notices of Motion

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15. Any Other Notified Business

*****ITEMS 16-18 IN CONFIDENCE*****

Reports for Approval

16. Assets and Property Services Staffing Review (Report attached)
17. Extension of Various Existing Tenders (Report attached)
18. Car Park Enforcement Outstanding Debt (Report attached)

MEMBERSHIP OF ENVIRONMENT COMMITTEE (16 Members)

| | |
|---------------------------|---------------------------------|
| Alderman Armstrong-Cotter | Councillor Irwin |
| Councillor Blaney | Councillor Kerr |
| Councillor Boyle | Alderman McAlpine (Chair) |
| Alderman Cummings | Councillor McKee |
| Councillor Cathcart | Councillor McKimm |
| Councillor L Douglas | Councillor McLaren (Vice Chair) |
| Councillor Edmund | Councillor Morgan |
| Councillor Harbinson | 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 | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Assets and Property Services Head of Regulatory Services Head of Waste and Cleansing Services |
| Date of Report | 18 February 2025 |
| File Reference | 43600 |
| Legislation | Local Government Act 2014 |
| Section 75 Compliant | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: |
| Subject | Environment Directorate Annual Service Plans 2025 - 2026 |
| Attachments | Appendix 1 – Assets and Property Services Annual Service Plan Appendix 2 – Regulatory Services Annual Service Plan Appendix 3 – Waste and Cleansing Services Annual Service Plan |

Members will be aware that the Council is required, under the Local Government Act 2014, to have in place arrangements to secure continuous improvement in the exercise of its functions. To fulfil this requirement the Council approved the Performance Management Policy and Handbook in October 2015. The Performance Management Handbook outlines the approach to the Performance Planning and Management process as:

- Community Plan – published every 10-15 years
- Corporate Plan – published every 4 years (Corporate Plan 2024 - 2028 in operation)

Not Applicable

- Performance Improvement Plan (PIP) – published annually
- Service Plan – developed annually

The Council's 18 Service Plans outline how each respective Service will contribute to the achievement of the corporate objectives including, but not limited to, any relevant actions identified in the PIP.

Attached are the 2025-26 Service Plans for Assets and Property Services, Regulatory Services and Waste and Cleansing Services in accordance with the Council's Performance Management Policy and Handbook.

Plans are intended to:

- Encourage compliance with the new legal, audit and operational context.
- Provide focus on direction.
- Facilitate alignment between Corporate, Service and individual plans and activities.
- Motivate and develop staff.
- Promote performance improvement, encourage innovation and share good practice.
- Encourage transparency of performance outcomes.
- Better enable us to recognise success and address underperformance.

The attached Plans:

- Have been developed to align with the objectives of the Big Plan (2017 – 2032) and the Corporate Plan 2024 – 2028 and have been developed in conjunction with staff, officers and management, and in consultation with key stakeholders where relevant.
- Set out the objectives for the Service for 2025-26 and identify the key performance indicators used to illustrate the level of achievement of each objective, and the targets that the Service will try to attain along with key actions required to do so.
- Are based on the agreed budget. It should be noted that, should there be significant changes in-year (e.g. due to Council decisions, budget revisions or changes to the PIP), the Plans may need to be revised.
- Will be reported to Committee on a six-monthly basis as undernoted.

| Reference | Period | Reporting Month |
|------------------|-------------------|-----------------|
| Quarter 1 and Q2 | April – September | December |
| Q3 and Q4 | October – March | June |

RECOMMENDATION

It is recommended that Council approve the Directorate Service Plans.

ASSETS & PROPERTY

Service Plan: 01 April 2025 – 31 March 2026



**Ards and
North Down**
Borough Council

APPROVALS

| Prepared By | Peer Reviewed By | Approved By Director |
|--------------------------------------|---------------------------------------|-------------------------|
| Peter Caldwell | Richard McCracken | David Lindsay |
| Insert Signature | Insert Signature | Insert Signature |
| Head of Assets and Property Services | Head of Regulatory Services (Interim) | Director of Environment |
| Insert Date | Insert Date | Insert Date |

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1. Introduction to Service

| | |
|------------------------------------|---|
| Name of Service | <i>Assets and Property</i> |
| Directorate | <i>Environment</i> |
| Introduction and Reflection | <p>The purpose of Assets & Property Services is to:</p> <ul style="list-style-type: none"> • Proactively manage our estate in collaboration with service managers, to ensure it is 'fit for purpose'; • Maintain our assets in line with statutory regulations and industry best practice; • Seek out opportunities to improve the condition and energy efficiency of our assets; and • Provide a quality service to berth holders at our Harbours. <p>We are faced with an aging estate that requires a strategic approach to implement a series of improvements in order to ensure its continued safe operation. In addition, the Corporate Plan has indicated the importance of attracting visitors to the borough so our assets must be maintained to a suitable standard to achieve this. Much progress has been achieved in recent years however we are aware of the need for further improvement, and we will strive for excellence in everything we do. We believe that we can assist with the delivery of our corporate objectives by actively improving the condition of our estate and assets and ensuring they are fit for purpose.</p> <p>The Service will need to continually evolve to address the issues highlighted above and grasp opportunities presented. It is assumed that any identified resources will be available to enable this.</p> <p>Challenges include legislative compliance in a changing environment, responding to technological threats and opportunities presented by cloud-based computing and mobile working, and delivering excellence in our Services in the context of finite financial resources.</p> <p>Existing processes and strategies appear to be working effectively. Our system of planned refurbishments is improving the condition of our estate. This can be demonstrated by the fact we have raised our Condition benchmark yet lowered the planned refurbishment expenditure for three consecutive years.</p> |

2. Context, Challenges and Key Assumptions

| | |
|----------------------|--|
| Political | Brexit City Deals and Confidence and Supply Deal LG elections |
| Economical | Loss of EU Grants Loss of NI grants due to budget uncertainty Rate increases |
| Social | Lower disposable income Aging local population |
| Technological | Threat of cyber crime Connectivity Mobile working Cloud-based computing |
| Legal | GDPR Social value clauses Rural proofing Procurement regulations Legislative changes |
| Environmental | Climate change regulations (net Zero) Sustainability issues |

| | |
|---|--|
| Strengths | Weaknesses |
| A competent, experienced and motivated team are in place, ready to embrace change and meet future challenges. | Aging estate resulting in excessive maintenance burdens and energy inefficiency. |
| Opportunities | Threats |
| Political desire to effect changes to meet our commitments for Net Zero. | Budget uncertainty Keeping abreast of ever-changing legislation |

3. Strategic Objectives and Collaboration

Within our new Corporate Plan 2024-2028 we have a vision of *A Sustainable Borough*. One where Economic, Environmental and Social Wellbeing are linked and in which we, as a Council, make decisions about policies, services, investments and resources that balance the demands of each.

By doing so we can positively impact the people and the assets in our Borough and play a part in addressing some of the world's most pressing problems e.g. poverty, inequality, depletion of natural resources, climate change, economic growth etc.

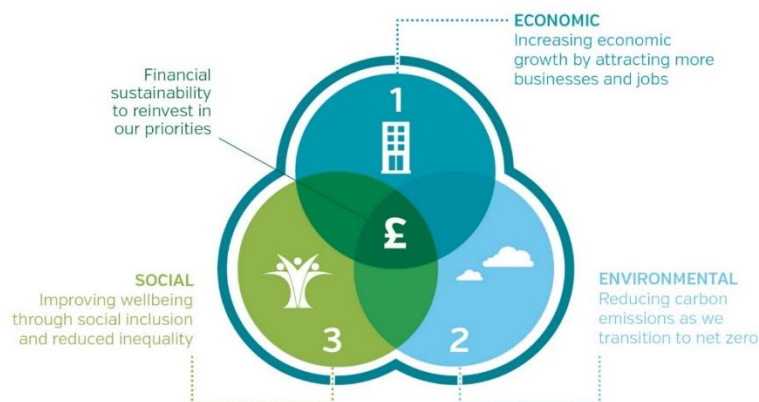
In brief, *A Sustainable Borough* is one where we make sure that we think about economic, social AND environmental impacts when we make decisions.

The three **priorities** we will be delivering against are:

- **ECONOMIC** - increasing economic growth by attracting more jobs and businesses
- **ENVIRONMENTAL** - reducing carbon emissions as we transition to net zero
- **SOCIAL** - improving wellbeing through social inclusion and reduced inequality

These priorities align with the three pillars of sustainable development. They are ambitious, and we will need to work in partnership and collaborate to achieve them.

The diagram below summarises our three Corporate Priorities and shows how they all link together. As you will see at the heart of the diagram is our commitment to address the key issue of our financial sustainability – as without that, we will be less able to deliver on all our ambitions.



We have also identified **seven outcomes** that we want to achieve to meet our priorities. They are (not in order of priority):

1. An engaged Borough with citizens and businesses who have opportunities to influence the delivery of services, plans and investment
2. An environmentally sustainable and resilient Council and Borough meeting our net zero carbon targets
3. A thriving and sustainable economy
4. A vibrant, attractive, sustainable Borough for citizens, visitors, businesses and investors
5. Safe, welcoming and inclusive communities that are flourishing
6. Opportunities for people to be active and healthy
7. Ards and North Down Borough Council is a high performing organisation

The table below reflects the key projects/ objectives that will be achieved by our Service over the next 12 months, and the key Services across the Council that will be collaborated with as part of the process. In addition, each objective is linked to the Corporate Plan priorities and outcomes.

| Strategic Objective | Collaboration Required | Corporate Plan Priority | Corporate Plan Outcome |
|---|--|-------------------------|------------------------|
| Transport | | | |
| Begin to implement our Roadmap to green fleet by purchasing our first electric vehicles. | Finance, Technical (for chargers), Services that will use the vehicles. | Environmental | 2 |
| Technical | | | |
| Continue to implement our journey toward net zero by carrying out energy saving initiatives, ensuring that the budget allocated is spent appropriately. | Finance and Services that utilise the buildings where the initiatives are installed. | Environmental | 2 |
| Roll out the programme of replacement playgrounds proposed by Parks | Parks & Finance | Social | 6 |

4. Service Improvement

The “**Service development/ improvement**” element should identify areas of the service that require development/ improvement along with any new, innovative ideas for future improvements. **Please state clearly in the “Rationale” section why the improvement is being undertaken and what evidence there is to support the decision.**

Only Service improvement activities should be included in this section, ‘business as usual’ activities should be detailed in Section 6.

Please ensure KPIs are included in Section 6 to measure Service development/ improvement(s) outlined below.

| Service development/ improvement 2025/26? | Which of the specified aspects will this improve? | Rationale | Responsible Officer(s) | Who do we need to help us? (Internal and/ or External partners) Please specify |
|---|---|---|------------------------|--|
| Service “Transformation” case | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Strategic Effectiveness <input checked="" type="checkbox"/> Service Quality <input checked="" type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input checked="" type="checkbox"/> Sustainability <input checked="" type="checkbox"/> Efficiency <input checked="" type="checkbox"/> Innovation | <p>As laid out in the transformation documents, the following benefits will be achieved:</p> <ol style="list-style-type: none"> 1. Facilitates our transition to a green fleet, essential to meet our obligations of the Climate Change Act 2022. 2. Introduces a more efficient, centralised and resilient structure for the delivery of all types of maintenance. 3. Improves our standards of governance for ensuring compliance with statutory requirements and best practice. 4. Reduces our reliance in relation to use of contractors, providing a more flexible and cost-effective service. | Peter Caldwell | Human Resources Finance |

| Service development/improvement 2025/26? | Which of the specified aspects will this improve? | Rationale | Responsible Officer(s) | Who do we need to help us? (Internal and/ or External partners) Please specify |
|---|--|---|------------------------|--|
| Set milestones for energy reduction in order to meet our 2030 target. | <input checked="" type="checkbox"/> Strategic Effectiveness <input type="checkbox"/> Service Quality <input type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input checked="" type="checkbox"/> Sustainability <input type="checkbox"/> Efficiency <input checked="" type="checkbox"/> Innovation | Under the climate change act 2022 we have a statutory obligation to reduce our emissions by 48% by 2030. In order to achieve this we must set realistic but challenging annual milestone targets for reduction. | Peter Caldwell | |

5. Service Risk Register

Service Risk Register should align with the Corporate Risk Management Strategy.

When completing your Service Plan you must review and consider your current Service Risk Register. Please confirm this has been completed.

Please Select Yes or No YES

6. Key Activities (KPIs) for 2025/26

Please ensure service development/ improvements detailed in Section 4 are included as KPIs.

KPIs should be aligned to the 7 Outcomes of the Corporate Plan 2024-2028, detailed below:

| | |
|---|--|
| 1 | An engaged Borough with citizens and businesses who have opportunities to influence the delivery of services, plans and investment |
| 2 | An environmentally sustainable and resilient Council and Borough meeting our net zero carbon targets |
| 3 | A thriving and sustainable economy |
| 4 | A vibrant, attractive, sustainable Borough for citizens, visitors, businesses and investors |
| 5 | Safe, welcoming and inclusive communities that are flourishing |
| 6 | Opportunities for people to be active and healthy |
| 7 | Ards and North Down Borough Council is a high performing organisation |

In addition to the outcomes the KPI should align with one of the three **Corporate Priorities** of the **Corporate Plan**, detailed below:

| | | | |
|-----------------------------|----------------------|---|--|
| Corporate Priority 1 | Economic | Increasing economic growth by attracting more jobs and businesses | <ul style="list-style-type: none"> • Business Support • Attracting Investment • Rural Regeneration • Labour Market Partnership • Sustainable Tourism • Town and City Regeneration • Vacant to Vibrant Scheme • Innovation Hub |
| Corporate Priority 2 | Environmental | Reduce carbon emissions as we transition to net zero | <ul style="list-style-type: none"> • Waste Management • Digital and Physical Infrastructure • Estate Management • Tree Planting Strategy • Management of Outdoor Spaces • Local Development Plan • Litter Control and Enforcement • Sustainable Waste Resources Strategy • Sustainable Energy Management Strategy |
| Corporate Priority 3 | Social | Improving wellbeing through social inclusion and reduced inequality | <ul style="list-style-type: none"> • Sport, leisure and outdoor recreation • Active travel • Environmental Health • Community Development • Neighbourhood Environment • Good Relations • Leisure Strategy • Placemaking |

| Existing KPI Number | Performance Measures Should include improvement actions outlined in Section 4 and relevant measures both existing and new. | Is the KPI Mandatory/ Statutory/ Service-led | Reporting frequency (6 Monthly/ Year-end) | Outcome | Corporate Priority | KPI to be included in Performance Improvement Plan | 2025/26 Reporting | | | | | | |
|---------------------|--|--|---|--|--|--|-------------------|----------------|-----------------------|----------------|----------------------------|----------------------------|-------------------|
| | | | | | | | 2023/24 Actual | 2024/25 Target | 2024/25 YTD End of Q3 | 2025/26 Target | Reporting end of Q2 Target | Reporting end of Q4 Target | Cumulative/ Fixed |
| | % Spend against budget | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | No | 81.24% | 100% | 101.3% | 100% | 100% | 100% | Fixed |
| | % Staff attendance | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | No | 94.6% | 94% | 93.57% | 95% | 94.5% | 95% | Fixed |
| | % of completed Employee Appraisals | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | No | 90% | 100% | TBC | 100% | - | 100% | Fixed |
| NEW | Set milestones for energy reduction in order to meet our 2030 target. | Service Led | Year end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input type="checkbox"/> Social | Yes | n/a | n/a | n/a | On schedule | On schedule | On schedule | Fixed |
| NEW | Implementation of the action plan arising from the Sustainable Energy Management Strategy | Service Led | 6 monthly | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input type="checkbox"/> Social | Yes | n/a | n/a | n/a | On schedule | On schedule | On schedule | Fixed |
| | Carry out regular refurbishment projects across the estate. We will ensure our facilities are maintained to an acceptable standard. Refurbishments | Service Led | 6 monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 | <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | Yes | Yes | Yes | On schedule | On schedule | On schedule | Fixed |

| Existing KPI Number | Performance Measures Should include improvement actions outlined in Section 4 and relevant measures both existing and new. | Is the KPI Mandatory/ Statutory/ Service-led | Reporting frequency (6 Monthly/ Year-end) | Outcome | Corporate Priority | KPI to be included in Performance Improvement Plan | 2025/26 Reporting | | | | | | |
|---------------------|--|--|---|--|---|--|-------------------|----------------|-----------------------|----------------|----------------------------|----------------------------|-------------------|
| | | | | | | | 2023/24 Actual | 2024/25 Target | 2024/25 YTD End of Q3 | 2025/26 Target | Reporting end of Q2 Target | Reporting end of Q4 Target | Cumulative/ Fixed |
| | carried out according to the schedule. | | | <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | | | | | | | | | |
| | Implement the schedule for planned maintenance of public areas. Public areas will be safer and more attractive. Planned maintenance of public areas carried out according to schedule. | KPI by Type | 6 monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | No | No | Yes | Yes | On schedule | On schedule | On schedule | Fixed |
| NEW | To provide update to Council on our Roadmap to Green fleet. | KPI by Type | Year end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input type="checkbox"/> Social | No | n/a | n/a | n/a | Yes | Yes | Yes | Fixed |
| NEW | To gain satisfactory outcome of Designated Persons annual audit of safety systems at our Harbours | KPI by Type | Year end | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | No | n/a | n/a | n/a | Yes | Yes | Yes | Fixed |
| NEW | To implement the Service transformation outlined in section 4. | KPI by Type | Year end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input type="checkbox"/> Social | No | n/a | n/a | n/a | Yes | Yes | Yes | Fixed |

7. What Services/ Activities will be stopped

Please add detail of KPI's that have previously been monitored that will no longer be reported on for 2025/26. An example is provided below.

| What service/ activities will we be stopping/ changing in 2025/2026 | Reason for stopping / changing activity | Savings | Impact on Performance | Impact on the Public | Impact on staffing |
|--|--|---------|-----------------------|----------------------|--------------------|
| Carry out monthly roadside audits of the fleet to ensure compliance with vehicle safety checks- leading to a safer fleet on the road. Number of roadside audits of the fleet completed. | The Transport section has been audited regularly and reported through audit committee. Officers do not believe there is merit in duplication of these audits. Our KPIs for this year must instead focus on our environmental/sustainability goals and aligning our service with the corporate plan's objectives. | None | None | None | None |
| Carry out quarterly audits of vehicle maintenance and safety check records, ensuring our office systems are being implemented and are working effectively. % of fleet audited for vehicle maintenance and safety check records completed. | The Transport section has been audited regularly and reported through audit committee. Officers do not believe there is merit in duplication of these audits. Our KPIs for this year must instead focus on our environmental/sustainability goals and aligning our service with the corporate plan's objectives. | None | None | None | None |
| Undertake condition surveys across our estate. This will ensure continued refurbishment projects are carried out in the most appropriate locations, leading to a | A strict schedule of condition surveys has been up and running for some time and been implemented without any problems. | None | None | None | None |

| | | | | | |
|---|---|-------------|-------------|-------------|-------------|
| <p>higher standard of facility generally. % Condition surveys carried out according to schedule</p> | <p>Our KPIs for this year must instead focus on our environmental/sustainability goals and aligning our service with the corporate plan's objectives.</p> | | | | |
| <p>Help ensure customer needs are met by ensuring that reactive maintenance jobs are completed within assigned timescales. % Reactive maintenance jobs completed within allocated timescales.</p> | <p>A system of checks and monitoring has been in place for some now and we regularly meet as a team to discuss jobs, priorities and quality. Officers believe there are sufficient controls in place to maintain performance without having a dedicated KPI. Our KPIs for this year must instead focus on our environmental/sustainability goals and aligning our service with the corporate plan's objectives.</p> | <p>None</p> | <p>None</p> | <p>None</p> | <p>None</p> |
| <p>Monitor the quality of repairs being made. Ensure Council buildings are maintained to a high quality. % of jobs quality assured.</p> | <p>A system of checks and monitoring has been in place for some now and we regularly meet as a team to discuss jobs, priorities and quality. Officers believe there are sufficient controls in place to maintain performance without having a dedicated KPI. Our KPIs for this year must instead focus on our environmental/sustainability goals and aligning our service with the corporate plan's objectives.</p> | <p>None</p> | <p>None</p> | <p>None</p> | <p>None</p> |

| | | | | | |
|---|---|-------------|-------------|-------------|-------------|
| <p>We will encourage a high performing workforce and provide them with the skills they need to deliver for ANDBC. Planned training completed as per schedule.</p> | <p>A training schedule has been in place for a number of years and is working effectively. Officers believe there are sufficient controls in place to maintain performance without having a dedicated KPI. Our KPIs for this year must instead focus on our environmental/sustainability goals and aligning our service with the corporate plan's objectives.</p> | <p>None</p> | <p>None</p> | <p>None</p> | <p>None</p> |
| <p>To review findings of internal customer feedback survey and implement improvements where possible.</p> | <p>Our feedback survey for the past 3 years has not yielded any requests for significant changes or scope for improvement. We will continue to issue our feedback surveys and implement changes as required but officers do not believe a separate KPI for this is necessary.</p> | <p>None</p> | <p>None</p> | <p>None</p> | <p>None</p> |
| <p>To implement Duty Holder's recommendations following PMSC audit- as agreed by Council.</p> | <p>All recommendations have now been implemented so this KPI is complete.</p> | <p>None</p> | <p>None</p> | <p>None</p> | <p>None</p> |

8. Reporting, Monitoring and Review

Provide detail below how this plan will be monitored and reviewed.

| Monitoring Method | Frequency | Responsible Officer |
|------------------------------|--|---------------------------|
| Team Meeting | Monthly | HoST/ SUMs/ Line Managers |
| HoST | Quarterly | HoST |
| Standing Committee | 6 Monthly | Directors and HoST |
| Performance Improvement Plan | Annually (30 th June) | Transformation Manager |
| Self-Assessment Report | Annually (30 th September) | Transformation Manager |
| Other | | |

WASTE & CLEANSING SERVICES

Service Plan: 01 April 2025 – 31 March 2026



**Ards and
North Down**
Borough Council

APPROVALS

| Prepared By | Peer Reviewed By | Approved By Director |
|--------------------------------------|-----------------------------|-------------------------|
| Nigel Martin | Richard McCracken | David Lindsay |
| Insert Signature | Insert Signature | Insert Signature |
| Head of Waste and Cleansing Services | Head of Regulatory Services | Director of Environment |
| 15/01/2025 | 22/01/2025 | 20/02/2025 |

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1. Introduction to Service

| | |
|-----------------------------|--|
| Name of Service | <i>Waste and Cleansing</i> |
| Directorate | <i>Environment</i> |
| Introduction and Reflection | <p><i>The primary function of the services is to ensure the effective management of municipal solid waste produced within the Borough, to protect the local environment. Secondly, the Council has a statutory duty under the Litter (NI) Order and the Clean Neighbourhoods and Environment Act, to keep adopted streets and roads clean and free from litter.</i></p> <p><i>The new HRC booking system was introduced in September 2023 and this has helped to manage and control household waste received through the HRCs. This has contributed positively to both the recycling rate and the reduction in overall waste arisings.</i></p> <p><i>Traffic management regulations continue to create difficulties for Street Cleansing services in respect of litter and detritus clearance on high-speed roads (>30mph speed limit). The requirement to provide traffic management plans, road and lane closures adds significantly to costs, especially where temporary road closures are restricted to weekends incurring additional overtime costs.</i></p> <p><i>Five Council Public Conveniences were entered in the annual British Toilet Association Cleanliness Awards. All received Platinum Awards, the highest standard awarded.</i></p> <p><i>With waste collection, disposal and recycling costs continuing to increase, there is an ongoing review of the Council's kerbside collection service, to look at options to enhance recycling and reduce the overall cost of service delivery. While the review is largely complete, the delay in DAERA reporting on the outcomes of the Rethinking our Resources consultation means that further changes may be needed to comply with potential new Regulations. As a result, the process has been parked until the results are published.</i></p> <p><i>The Council via arc21 had received notice that the remaining consented landfill for the disposal of residual household waste within the arc21 region will cease receiving municipal waste in January 2025. As a result, a tender exercise through arc21 has put in place a residual waste treatment contract, that means the diversion of most of the Council's residual waste from landfill with additional recycling and energy recovery.</i></p> |

2. Context, Challenges and Key Assumptions

PESTLE Analysis of service

| | |
|----------------------|---|
| Political | Delays in the implementation of legislation impacting waste management planning and service design. Absence of new NI Waste Management Strategy as a template for forward planning and future proofing the delivery of waste management services. |
| Economical | Above inflation cost pressures impacting waste treatment costs. Financial cuts impacting stakeholders (DFI Roads, DAERA and NIEA). Lack of local recycling markets for recovered materials. |
| Social | Aging population resulting in increased demand for assisted lift service. Housing stock has seen increase in development of apartments, HMO conversions and townhouses which can present waste collection issues. Getting public buy-in to further recycling schemes, dealing with those who do not use existing recycling services correctly, or require additional mitigation measures. |
| Technological | Developments around the use of alternative fuels and the likely impact on the Council fleet. Development of digital waste tracking and the human resource implications of managing the notification system. |
| Legal | Public procurement exercises relating to waste treatment/disposal are complex on account of the range of treatment methods available, planning restrictions, licensing requirements, and contract awards are regularly challenged through judicial reviews and the Court system |
| Environmental | New and emerging targets for recycling and landfill diversion. The presence of “forever” chemicals in a wide range of household products resulting in the possible future need for further separation and treatment. |

SWOT analysis of Service.

| Strengths | Weaknesses |
|---|--|
| <p>Current recycling rate is higher than NI average</p> <p>Separate glass collection service aligns with requirements of pending legislation</p> <p>Good employee relations through regular meetings, training and use of working groups</p> <p>Strong Health & Safety culture built on extensive training and risk assessment programme.</p> | <p>Lack of progress in terms of the implementation of service changes and improvements in the absence of a NI Waste Management Strategy</p> <p>Household Recycling Centre estate is old and in need of modernisation to enable improvements in reuse and recycling.</p> <p>Ageing workforce and difficulties filling posts as majority of posts are not suitable for hybrid working and, in some cases, involve weekend working.</p> <p>Street washing service continues to present problems on account of equipment reliability. Traffic Management Regulations make the sweeping and litter picking of high-speed roads (>30MPH) difficult and expensive.</p> |

| Opportunities | Threats |
|--|--|
| <p>Further improvements to the Council recycling rate (currently 55% - 23/24) through review of kerbside collection system.</p> <p>Modernising the Council’s HRC estate to provide better facilities with easier to use recycling options and the growth of reuse and upcycling options</p> <p>Reducing waste collection costs through realising the value of collected materials.</p> | <p>Limited NI market for recycling materials resulting in the need to export recovered materials</p> <p>Financial impact of compliance with new and pending legislation</p> <p>Closure of remaining landfill in the arc21 region resulting in escalating residual waste disposal costs.</p> <p>Difficulties with the recruitment of suitable personnel</p> |

3. Strategic Objectives and Collaboration

Within our new Corporate Plan 2024-2028 we have a vision of *A Sustainable Borough*. One where Economic, Environmental and Social Wellbeing are linked and in which we, as a Council, make decisions about policies, services, investments and resources that balance the demands of each.

By doing so we can positively impact the people and the assets in our Borough and play a part in addressing some of the world’s most pressing problems e.g. poverty, inequality, depletion of natural resources, climate change, economic growth etc.

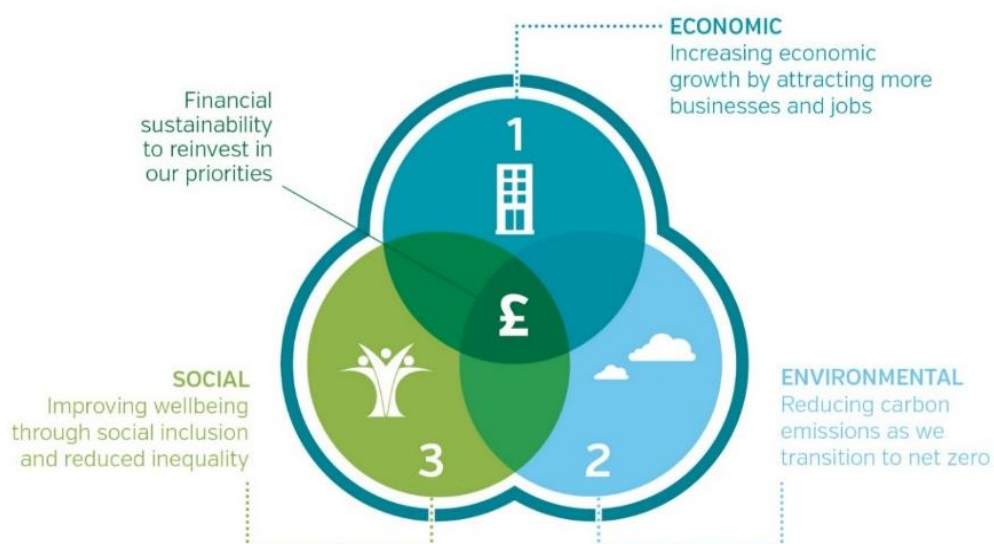
In brief, *A Sustainable Borough* is one where we make sure that we think about economic, social AND environmental impacts when we make decisions.

The three **priorities** we will be delivering against are:

- **ECONOMIC** - increasing economic growth by attracting more jobs and businesses
- **ENVIRONMENTAL** - reducing carbon emissions as we transition to net zero
- **SOCIAL** - improving wellbeing through social inclusion and reduced inequality

These priorities align with the three pillars of sustainable development. They are ambitious, and we will need to work in partnership and collaborate to achieve them.

The diagram below summarises our three Corporate Priorities and shows how they all link together. As you will see at the heart of the diagram is our commitment to address the key issue of our financial sustainability – as without that, we will be less able to deliver on all our ambitions.



We have also identified **seven outcomes** that we want to achieve to meet our priorities. They are (not in order of priority):

1. An engaged Borough with citizens and businesses who have opportunities to influence the delivery of services, plans and investment.
2. An environmentally sustainable and resilient Council and Borough meeting our net zero carbon targets.
3. A thriving and sustainable economy.
4. A vibrant, attractive, sustainable Borough for citizens, visitors, businesses and investors.
5. Safe, welcoming and inclusive communities that are flourishing.
6. Opportunities for people to be active and healthy.
7. Ards and North Down Borough Council is a high performing organisation.

The table below reflects the key projects/ objectives that will be achieved by our Service over the next 12 months, and the key Services across the Council that will be collaborated with as part of the process. In addition, each objective is linked to the Corporate Plan priorities and outcomes.

| Strategic Objective | Collaboration Required | Corporate Plan Priority | Corporate Plan Outcome |
|---|--|-------------------------|------------------------|
| Waste Collection | | | |
| Complete kerbside collection review and develop implementation plan if Council agrees outcomes of the review. | Communications for public engagement, consultation and media requests. | Environmental | 2 and 7. |
| | | | |
| Waste and Resources Management | | | |
| Commence implementation of the HRC Estate Improvement Strategy if agreed by Council | Planning, Lands, and Regeneration | Environmental | 2 and 7. |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

4. Service Improvement

The “**Service development/ improvement**” element should identify areas of the service that require development/ improvement along with any new, innovative ideas for future improvements. **Please state clearly in the “Rationale” section why the improvement is being undertaken and what evidence there is to support the decision.**

Only Service improvement activities should be included in this section, ‘business as usual’ activities should be detailed in Section 6.

| Service development/ improvement 2025/26? | Which of the specified aspects will this improve? | Rationale | Responsible Officer(s) | Who do we need to help us? (Internal and/ or External partners) Please specify |
|--|--|---|---|--|
| Implement the HRC Estate Improvement Strategy if agreed by Council. | <input checked="" type="checkbox"/> Strategic Effectiveness <input checked="" type="checkbox"/> Service Quality <input type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input checked="" type="checkbox"/> Sustainability <input checked="" type="checkbox"/> Efficiency <input checked="" type="checkbox"/> Innovation | The Council’s current HRC estate comprises 9 sites with most more than 25 years old. Due to size, the need for better waste segregation, and H & S requirements, there is a need for a replacement and upgrading programme. | Head of Service and Waste Contracts and Resources Manager | Internal - Planning, Lands and Assets and Property Services. External – DAERA and statutory consultees where planning permission is required. |
| Commence the implementation of new kerbside collection model if agreed by Council. | <input checked="" type="checkbox"/> Strategic Effectiveness <input type="checkbox"/> Service Quality <input type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input checked="" type="checkbox"/> Sustainability <input checked="" type="checkbox"/> Efficiency <input checked="" type="checkbox"/> Innovation | One of the outcomes from the DAERA Rethinking Resources Consultation is likely to require councils to reduce the volume provided for residual waste at the kerbside, as well as targets to improve recycling. The preferred scenario identified as part of the WRAP study could deliver the requirements. | Head of Service and Waste Collections Manager | Internal – Comms, Administration External – DAERA, |
| Commence kerbside collection of textiles if market conditions improve. | <input type="checkbox"/> Strategic Effectiveness <input type="checkbox"/> Service Quality <input checked="" type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input checked="" type="checkbox"/> Sustainability <input checked="" type="checkbox"/> Efficiency <input checked="" type="checkbox"/> Innovation | Textiles are the largest remaining residual waste stream not collected at the kerbside and have the highest carbon footprint on account of the raw materials used and the manufacturing processes involved | Head of Service and Waste Collections Manager | Internal – Comms External – Re-processors |

5. Service Risk Register

Service Risk Register should align with the Corporate Risk Management Strategy.

When completing your Service Plan you must review and consider your current Service Risk Register. Please confirm this has been completed.

Yes

6. Key Activities (KPIs) for 2025/26

Please ensure service development/ improvements detailed in Section 4 are included as KPIs.

KPIs should be aligned to the 7 Outcomes of the Corporate Plan 2024-2028, detailed below:

| | |
|---|--|
| 1 | An engaged Borough with citizens and businesses who have opportunities to influence the delivery of services, plans and investment |
| 2 | An environmentally sustainable and resilient Council and Borough meeting our net zero carbon targets |
| 3 | A thriving and sustainable economy |
| 4 | A vibrant, attractive, sustainable Borough for citizens, visitors, businesses and investors |
| 5 | Safe, welcoming and inclusive communities that are flourishing |
| 6 | Opportunities for people to be active and healthy |
| 7 | Ards and North Down Borough Council is a high performing organisation |

In addition to the outcomes the KPI should align with one of the three **Corporate Priorities** of the **Corporate Plan**, detailed below:

| | | | |
|-----------------------------|----------------------|---|--|
| Corporate Priority 1 | Economic | Increasing economic growth by attracting more jobs and businesses | <ul style="list-style-type: none"> • Business Support • Attracting Investment • Rural Regeneration • Labour Market Partnership • Sustainable Tourism • Town and City Regeneration • Vacant to Vibrant Scheme • Innovation Hub |
| Corporate Priority 2 | Environmental | Reduce carbon emissions as we transition to net zero | <ul style="list-style-type: none"> • Waste Management • Digital and Physical Infrastructure • Estate Management • Tree Planting Strategy • Management of Outdoor Spaces • Local Development Plan • Litter Control and Enforcement • Sustainable Waste Resources Strategy • Sustainable Energy Management Strategy |
| Corporate Priority 3 | Social | Improving wellbeing through social inclusion and reduced inequality | <ul style="list-style-type: none"> • Sport, leisure and outdoor recreation • Active travel • Environmental Health • Community Development • Neighbourhood Environment • Good Relations • Leisure Strategy • Placemaking |

| Existing KPI Number | Performance Measures Should include improvement actions outlined in Section 4 and relevant measures both existing and new. | Is the KPI Mandatory/ Statutory/ Service-led | Reporting frequency (6 Monthly/ Year-end) | Outcome | Corporate Priority | KPI to be included in Performance Improvement Plan | 2025/26 Reporting | | | | | | | |
|---------------------|---|--|---|---|---|--|-------------------|----------------|-----------------------|----------------|----------------------------|----------------------------|-------------------|-------|
| | | | | | | | 2023/24 Actual | 2024/25 Target | 2024/25 YTD End of Q3 | 2025/26 Target | Reporting end of Q2 Target | Reporting end of Q4 Target | Cumulative/ Fixed | |
| | % Spend against budget | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | Yes | | 100% | | 100% | 100% | 100% | 100% | Fixed |
| | % Staff attendance | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | Yes | | 94% | | 95% | 94.5% | 95% | 95% | Fixed |
| | % of completed Employee Appraisals | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | Yes | | 100% | | 100% | - | 100% | 100% | Fixed |
| | % of household waste sent for recycling (including composting and preparing for reuse) | Statutory | 6 Monthly | <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 55.1% | 60% | 58.9% | 60% | 60% | 60% | 60% | Fixed |
| | % of household waste sent to landfill | Statutory | 6-monthly | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 38.87% | 35% | 35.32% | 10% | 10% | 10% | 10% | Fixed |
| | Improve recycling rate (%) at Council HRCs | Service Led | 6-monthly | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 69.9% | 70% | 75.1% | 70% | 70% | 70% | 70% | Fixed |

| Existing KPI Number | Performance Measures Should include improvement actions outlined in Section 4 and relevant measures both existing and new. | Is the KPI Mandatory/ Statutory/ Service-led | Reporting frequency (6 Monthly/ Year-end) | Outcome | Corporate Priority | KPI to be included in Performance Improvement Plan | 2025/26 Reporting | | | | | | |
|---------------------|---|--|---|--|---|--|-------------------|----------------|-----------------------|-------------------------|----------------------------|----------------------------|-------------------|
| | | | | | | | 2023/24 Actual | 2024/25 Target | 2024/25 YTD End of Q3 | 2025/26 Target | Reporting end of Q2 Target | Reporting end of Q4 Target | Cumulative/ Fixed |
| | | | | <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | | | | | | | | | |
| | Reported biodegradable waste sent to landfill (tonnes) | Service Led | 6-monthly | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input type="checkbox"/> Social | Yes | 14,413 | <14,413 | 5752 | <10000 | <10000 | <10000 | Cumulative |
| | Annual household waste collected per household (tonnes) | Service Led | Year-end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 1.09 | <1.1 | 0.59 | <1.1 | <0.6 | <1.1 | Cumulative |
| | Annual Waste Arisings (tonnes) | KPI by Type | Year-end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 83895 | <83895 | 44971 | Less than 24/25 outcome | 45000 | <83895 | Cumulative |
| | Annual household waste collected per capita (kgs) | KPI by Type | Year-end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 476 | <476 | 274 | Less than 24/25 outcome | 275 | 475 | Cumulative |
| | Achieve 100% success in Loo of the Year Awards (Gold or Platinum Award) | KPI by Type | Year-end | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 5 | 5 | 5 | 5 | 0 | 5 | Cumulative |

7. What Services/ Activities will be stopped

Please add detail of KPI's that have previously been monitored that will no longer be reported on for 2025/26. An example is provided below.

| What service/ activities will we be stopping/ changing in 2025/2026 | Reason for stopping / changing activity | Savings | Impact on Performance | Impact on the Public | Impact on staffing |
|---|---|---------------------|--------------------------------|----------------------|--------------------|
| LEAMS Cleanliness Index Score | KNIB have not met requirements of Service Level Agreement | Annual subscription | Loss of independent monitoring | none | none |
| | | | | | |
| | | | | | |

8. Reporting, Monitoring and Review

Provide detail below how this plan will be monitored and reviewed.

| Monitoring Method | Frequency | Responsible Officer |
|------------------------------|---------------------------------------|---------------------------|
| Team Meeting | Monthly | HoST/ SUMs/ Line Managers |
| HoST | Quarterly | HoST |
| Standing Committee | 6 Monthly | Directors and HoST |
| Performance Improvement Plan | Annually (30 th June) | Transformation Manager |
| Self-Assessment Report | Annually (30 th September) | Transformation Manager |
| Other | | |

REGULATORY SERVICES

Service Plan: 01 April 2025 – 31 March 2026



**Ards and
North Down**
Borough Council

APPROVALS

| Prepared By | Peer Reviewed By | Approved By Director |
|---------------------------------------|--------------------------------------|-------------------------|
| Richard McCracken | Peter Caldwell | David Lindsay |
| Insert Signature | Insert Signature | Insert Signature |
| Head of Regulatory Services (Interim) | Head of Assets and Property Services | Director of Environment |
| 18/12/2024 | 17/02/2025 | 20/02/2025 |

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| 8. | Reporting, Monitoring and Review | 14 |

1. Introduction to Service

| | |
|-----------------------------|---|
| Name of Service | <i>Regulatory Services</i> |
| Directorate | <i>Environment</i> |
| Introduction and Reflection | <p>Regulatory Services is an amalgamation of diverse service units who aim to promote and increase the safety of our residents and visitors and to increase protection of the environment to achieve agreed outcomes through the enforcement of relevant legislation.</p> <p>The service consists of Building Control, Licensing and Regulatory Services, and the Neighbourhood Environment Team.</p> <p>Building Control administer and enforce the Building Regulations, Dangerous Building Legislation, Energy Performance of Buildings legislation, and carry out Street naming with the associated LPS/Pointer interface and data maintenance and administer Property Certificates.</p> <p>Licensing and Regulatory Services administer the licensing of Entertainment venues, Wedding venues, Street Trading, Off Street Parking, High Hedges legislation, Town Centre CCTV and Markets.</p> <p>The Neighbourhood Environment team administer Dog licencing and carry out enforcement of legislation controlling, Dog Control, Dog Fouling, Dangerous Dogs legislation, Fly Tipping, Abandoned Vehicles, Graffiti, and enforcement of Council Bye-laws.</p> |

2. Context, Challenges and Key Assumptions

Insert a brief narrative on the external issues, including current and anticipated, impacting upon the service – consideration of PESTLE factors may be useful.

| | |
|----------------------|--|
| Political | All of the legislation administered and enforced through Regulatory Services comes from the outworkings of political objectives, the scope of these areas of legislation is seldom overly contentious, but can be massively impactful, such as the expected upcoming Building Safety Bill measures |
| Economical | Some aspects, such as Building Control are very dependent on economic activity and external pressures. |
| Social | All Regulatory Services activities are determined by expectations. The service units work hard to manage expectations and to mee the standards expected. |
| Technological | Technology provides new tools to help our service delivery which should be fully investigated to ensure efficiency. Technology also creates increased challenges in terms of detection and compliance. |
| Legal | Legislation governs the statutory functions, administered by Regulatory Services. This legislation can and does change, which increases or adds to the burden of the service, e.g. increased reach of Dangerous Dog legislation. |
| Environmental | Protection of the environment though energy efficiency, anti-littering initiatives and enforcement are central to the Service provided. |

Insert a brief narrative/ list of the challenges which your services will face over the period of the plan. This should, where relevant, reference external issues highlighted above. A SWOT analysis may be useful for completing this section.

| Strengths | Weaknesses |
|--|--|
| Customer focused staff | Reduced budget restricts service |
| Well trained staff | Filling/maintaining staff roles Exposure to loss of knowledge due to limited staff numbers/succession preparation |
| Opportunities | Threats |
| Anticipated rise in construction activity | Cost of court route for enforcement for NET |
| Introduction of the Building Safety Bill (greater reach of the regulation) | Introduction of the Building Safety Bill (Additional officer training/competencies required and changes to the method of work) Volatility in nation and international economy Loss of specialist staff |

| | |
|--|---|
| | Difficulty attracting/retaining staff due to pay salary competition and increased standards |
|--|---|

3. Strategic Objectives and Collaboration

3 Strategic Objectives and Collaboration

Within our new Corporate Plan 2024-2028 we have a vision of *A Sustainable Borough*. One where Economic, Environmental and Social Wellbeing are linked and in which we, as a Council, make decisions about policies, services, investments and resources that balance the demands of each.

By doing so we can positively impact the people and the assets in our Borough and play a part in addressing some of the world's most pressing problems e.g. poverty, inequality, depletion of natural resources, climate change, economic growth etc.

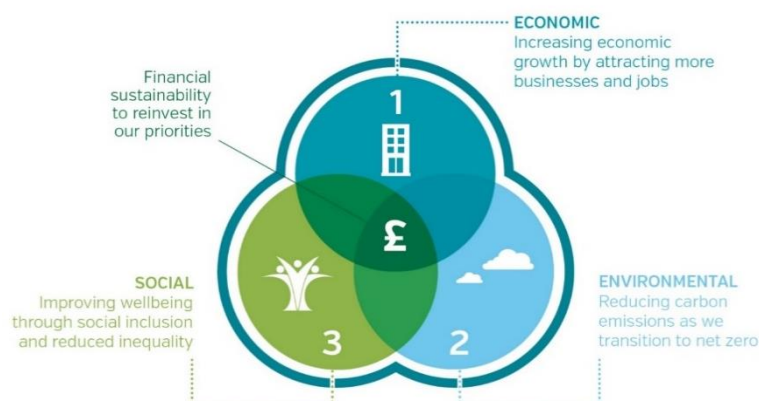
In brief, *A Sustainable Borough* is one where we make sure that we think about economic, social AND environmental impacts when we make decisions.

The three **priorities** we will be delivering against are:

- **ECONOMIC** - increasing economic growth by attracting more jobs and businesses
- **ENVIRONMENTAL** - reducing carbon emissions as we transition to net zero
- **SOCIAL** - improving wellbeing through social inclusion and reduced inequality

These priorities align with the three pillars of sustainable development. They are ambitious, and we will need to work in partnership and collaborate to achieve them.

The diagram below summarises our three Corporate Priorities and shows how they all link together. As you will see at the heart of the diagram is our commitment to address the key issue of our financial sustainability – as without that, we will be less able to deliver on all our ambitions.



We have also identified **seven outcomes** that we want to achieve to meet our priorities. They are (not in order of priority):

1. An engaged Borough with citizens and businesses who have opportunities to influence the delivery of services, plans and investment
2. An environmentally sustainable and resilient Council and Borough meeting our net zero carbon targets
3. A thriving and sustainable economy
4. A vibrant, attractive, sustainable Borough for citizens, visitors, businesses and investors
5. Safe, welcoming and inclusive communities that are flourishing
6. Opportunities for people to be active and healthy
7. Ards and North Down Borough Council is a high performing organisation

The table below reflects the key projects/ objectives that will be achieved by our Service over the next 12 months, and the key Services across the Council that will be collaborated with as part of the process. In addition, each objective is linked to the Corporate Plan priorities and outcomes.

| Strategic Objective | Collaboration Required | Corporate Plan Priority | Corporate Plan Outcome |
|--|---|-------------------------------------|------------------------|
| Licensing and Regulatory Services | | | |
| Effective maintenance of income generating assets (Car Parks) | <ul style="list-style-type: none"> • Assets and Property Services • Parks | Economic Environmental | 1,3,4 &7 |
| Motor Home strategy / integration with Car Park Order and facilities. | <ul style="list-style-type: none"> • Planning • Tourism • Assets • Environmental Health | Economic Environmental Social | 1,3,4,5, |
| | | | |
| Building Control, Licensing and Regulatory Services, and Neighbourhood Environment Team | | | |
| Effective enforcement of legislation and awareness of current and new / upcoming legislation | <ul style="list-style-type: none"> • Administration • Corporate Comms • Compliance | Economic Environmental Social | 2,4,5,6 &7 |

4. Service Improvement

The “**Service development/ improvement**” element should identify areas of the service that require development/ improvement along with any new, innovative ideas for future improvements. **Please state clearly in the “Rationale” section why the improvement is being undertaken and what evidence there is to support the decision.**

Only Service improvement activities should be included in this section, ‘business as usual’ activities should be detailed in Section 6.

Please ensure KPIs are included in Section 6 to measure Service development/ improvement(s) outlined below.

| Service development/ improvement 2025/26? | Which of the specified aspects will this improve? | Rationale | Responsible Officer(s) | Who do we need to help us? (Internal and/ or External partners) Please specify |
|--|--|---|---|--|
| Development of a Motorhomes strategy | <input type="checkbox"/> Strategic Effectiveness <input type="checkbox"/> Service Quality <input checked="" type="checkbox"/> Service Availability <input checked="" type="checkbox"/> Fairness <input type="checkbox"/> Sustainability <input type="checkbox"/> Efficiency <input type="checkbox"/> Innovation | There is need for a clear strategy on how the Council wishes to provide for and deal with the provision of motorhome facilities. This does not sit entirely with Regulatory Services. | Diane Martin Licencing and Regulatory Services | Tourism, Planning Environmental Health |
| Review of Project ELLA delivery | <input type="checkbox"/> Strategic Effectiveness <input checked="" type="checkbox"/> Service Quality <input checked="" type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input checked="" type="checkbox"/> Sustainability <input type="checkbox"/> Efficiency <input type="checkbox"/> Innovation | Project ELLA has stalled in terms of uptake. The method of outreach and delivery is to be reviewed with target date for 24/25 year end, and a set of targets put in place for the 25/26 year. | Colin Reid Neighbourhood Environment Team | Primary Schools in the Borough |
| % completion of monthly Car park inspections to identify key issues requiring cross departmental remediation | <input type="checkbox"/> Strategic Effectiveness <input checked="" type="checkbox"/> Service Quality <input checked="" type="checkbox"/> Service Availability <input type="checkbox"/> Fairness <input type="checkbox"/> Sustainability <input checked="" type="checkbox"/> Efficiency <input type="checkbox"/> Innovation | The condition of a number of car parks is making the issue and upholding of FPNs unsuccessful. The inspection and following maintenance will increase the attractiveness of the Council carparks and reduce unpaid /appealed FPNs | Diane martin Licencing and Regulatory Services | FPN contractor Assets and Property Services |

5. Service Risk Register

Service Risk Register should align with the Corporate Risk Management Strategy.

When completing your Service Plan you must review and consider your current Service Risk Register. Please confirm this has been completed.

Yes

6. Key Activities (KPIs) for 2025/26

Please ensure service development/ improvements detailed in Section 4 are included as KPIs.

KPIs should be aligned to the 7 Outcomes of the Corporate Plan 2024-2028, detailed below:

| | |
|---|--|
| 1 | An engaged Borough with citizens and businesses who have opportunities to influence the delivery of services, plans and investment |
| 2 | An environmentally sustainable and resilient Council and Borough meeting our net zero carbon targets |
| 3 | A thriving and sustainable economy |
| 4 | A vibrant, attractive, sustainable Borough for citizens, visitors, businesses and investors |
| 5 | Safe, welcoming and inclusive communities that are flourishing |
| 6 | Opportunities for people to be active and healthy |
| 7 | Ards and North Down Borough Council is a high performing organisation |

In addition to the outcomes the KPI should align with one of the three **Corporate Priorities** of the **Corporate Plan**, detailed below:

| | | | |
|-----------------------------|----------------------|---|--|
| Corporate Priority 1 | Economic | Increasing economic growth by attracting more jobs and businesses | <ul style="list-style-type: none"> • Business Support • Attracting Investment • Rural Regeneration • Labour Market Partnership • Sustainable Tourism • Town and City Regeneration • Vacant to Vibrant Scheme • Innovation Hub |
| Corporate Priority 2 | Environmental | Reduce carbon emissions as we transition to net zero | <ul style="list-style-type: none"> • Waste Management • Digital and Physical Infrastructure • Estate Management • Tree Planting Strategy • Management of Outdoor Spaces • Local Development Plan • Litter Control and Enforcement • Sustainable Waste Resources Strategy • Sustainable Energy Management Strategy |
| Corporate Priority 3 | Social | Improving wellbeing through social inclusion and reduced inequality | <ul style="list-style-type: none"> • Sport, leisure and outdoor recreation • Active travel • Environmental Health • Community Development • Neighbourhood Environment • Good Relations • Leisure Strategy • Placemaking |

| Existing KPI Number | Performance Measures Should include improvement actions outlined in Section 4 and relevant measures both existing and new. | Is the KPI Mandatory/ Statutory/ Service-led | Reporting frequency (6 Monthly/ Year-end) | Outcome | Corporate Priority | KPI to be included in Performance Improvement Plan | 2025/26 Reporting | | | | | | | |
|---------------------|---|--|---|---|--|--|-------------------|----------------|-----------------------|----------------|----------------------------|----------------------------|-------------------|-------|
| | | | | | | | 2023/24 Actual | 2024/25 Target | 2024/25 YTD End of Q3 | 2025/26 Target | Reporting end of Q2 Target | Reporting end of Q4 Target | Cumulative/ Fixed | |
| | % Spend against budget | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | No | | 100% | | 100% | 100% | 100% | 100% | Fixed |
| | % Staff attendance | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input type="checkbox"/> Social | No | | 94% | 95.39 | 95% | 94.5% | 95% | 95% | Fixed |
| | % of completed Employee Appraisals | Mandatory | 6 Monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | No | | 100% | | 100% | - | 100% | 100% | Fixed |
| | Development of a Motorhomes strategy | Service Led | 6 monthly | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | | N/A | | Completed | 25% | 100% | 100% | Fixed |
| | Project ELLA delivery targets | Service Led | Year end | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | | N/A | | 36 deliveries | 18 | 36 | 36 | Fixed |
| | % completion of monthly Car park inspections to identify key issues requiring cross departmental remediation | Service Led | Year end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 | <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | | N/A | | 100% | 100% | 100% | 100% | Fixed |

| Existing KPI Number | Performance Measures Should include improvement actions outlined in Section 4 and relevant measures both existing and new. | Is the KPI Mandatory/ Statutory/ Service-led | Reporting frequency (6 Monthly/ Year-end) | Outcome | Corporate Priority | KPI to be included in Performance Improvement Plan | 2025/26 Reporting | | | | | | |
|---------------------|---|--|---|--|---|--|-------------------|----------------|-----------------------|----------------|----------------------------|----------------------------|-------------------|
| | | | | | | | 2023/24 Actual | 2024/25 Target | 2024/25 YTD End of Q3 | 2025/26 Target | Reporting end of Q2 Target | Reporting end of Q4 Target | Cumulative/ Fixed |
| | | | | <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | | | | | | | | | |
| | Improve (increase) total numbers of Fixed penalty Notices (FPNs). Recorded as total number of FPN's issued | KPI by Type | 6 monthly | <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 | <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 326 | 375 | | 425 | 213 | 425 | Cumulative |
| | Average CO2 generated by each dwelling (tonnes based on standardised dwelling figures (lower figure is better) | KPI by Type | Year end | <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 3.81 | 3.80 | | 3.79 | | 3.79 | Cumulative |
| | % of Borough housing stock meeting general disability standards (taking 2001 standard as base line). | KPI by Type | Year End | <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 | <input type="checkbox"/> Economic <input type="checkbox"/> Environment <input checked="" type="checkbox"/> Social | Yes | 21 | 21.25 | | 21.5 | | 21.5 | Cumulative |

7. What Services/ Activities will be stopped

Please add detail of KPI's that have previously been monitored that will no longer be reported on for 2025/26. An example is provided below.

| What service/ activities will we be stopping/ changing in 2025/2026 | Reason for stopping / changing activity | Savings | Impact on Performance | Impact on the Public | Impact on staffing |
|--|---|---------|-----------------------|----------------------|----------------------------------|
| NET Commence response within 4 working days. Record as a % of total number of requests to that point. | Software provided cannot provide this report. Manual reporting not viable. | N/A | None | None | Alternative KPI to be developed. |

| | | | | | |
|--|--|-----|------|--|------|
| L&CP Bring market Facebook/Website inhouse | All work completed as far as Council can influence it. Last action is with Facebook. | N/A | None | None | None |
| L&CP Develop EV Strategy for Council Carparks | Policy heavy influenced by wider Corporate strategy. | N/A | None | Lobby groups will feel this should have a higher priority. | None |

8. Reporting, Monitoring and Review

Provide detail below how this plan will be monitored and reviewed.

| Monitoring Method | Frequency | Responsible Officer |
|------------------------------|--|---------------------------|
| Team Meeting | Monthly | HoST/ SUMs/ Line Managers |
| HoST | Quarterly | HoST |
| Standing Committee | 6 Monthly | Directors and HoST |
| Performance Improvement Plan | Annually (30 th June) | Transformation Manager |
| Self-Assessment Report | Annually (30 th September) | Transformation Manager |

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 | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Regulatory Services (Interim) |
| Date of Report | 10 February 2025 |
| 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 |

An application has been received for the Grant of an Entertainments Licence as follows:

1. Circus Vegas, land adjacent to 10 Comber Road, Newtownards, BT23 4QP

Applicant: Olivia Mulvaney, Circus Vegas American Circus, 1 Earl Street, Longford, Co Longford

Days and Hours: 14 Unspecified days within 12 months, 11am – 10.30pm

Show times usually follow the below schedule:

Thursday 4.30pm & 7.30pm

Friday 4.30pm & 7.30pm

Saturday 2pm & 5pm

Sunday 2pm & 5pm or 12noon & 3pm

Not Applicable

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Type of entertainment: A Circus

There have been no objections received from PSNI, NIFRS or Environmental Health.

RECOMMENDATION

It is recommended that the Council grants an Entertainments Licence to Circus Vegas subject to satisfactory final inspection by Licensing and Regulatory Services.

Unclassified

51

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

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Exemption Reason | Not Applicable |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Assets and Property Services |
| Date of Report | 07 February 2025 |
| File Reference | 65369 |
| Legislation | |
| Section 75 Compliant | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: |
| Subject | Car Park Capital Works 2025-26 |
| Attachments | None |

1.0 Strategic Context

The Council's agreed Maintenance Strategy incorporates a "needs based" approach for its refurbishment programme.

Car Parks are scored every year and the lowest scoring of them are earmarked for resurfacing, subject to budgetary constraints.

2.0 Capital Budget

As resurfacing works are carried out from our capital budget, a set amount is required to be identified each year to facilitate accurate capital budget forecasting.

Historically, an annual figure of £50k is included in the capital budget, however as noted in previous reports and our Car Park Strategy, this amount is inadequate in terms of achieving a vision of a modern, attractive and fully fit for purpose public car park estate.

Not Applicable

52

3.0 Maintenance Issues within Car Parks

A large proportion of our 70+ car parks were transferred to the Council from DfI during the Review of Public Administration in 2015. Many of these car parks were in a poor state of repair, with poor surfacing and marking and old inefficient lighting. Many car parks still have not had the title transferred from DfI and some have issues involving land ownership and unauthorised entries/rights of way.

4.0 Modernisation of Car Parks

Our Car Park Strategy, agreed in 2021, sets out a vision for a high standard public asset that realises its full potential in helping to promote a sustainable Borough – driving forward economic, environmental and social well-being. The implementation of a number of key improvements to our car parks is essential, including:

- Resurfacing
- New line marking, utilising the upper end of the standard widths for parking spaces to help accommodate the larger, SUV type vehicles that have increased in popularity in recent years.
- New fully DDA compliant spacing with drop-kerbs for wheelchair use.
- LED lighting that provides a clearer, brighter light but uses less power and incorporates automatic dimming features.

In addition to the above, several further enhancements have been identified as being important in terms of realising our vision for high quality modern car parks, including:

- Enhanced signage
- Enhanced environmental features, planting etc.
- Bicycle and motorcycle parking facilities
- EV charging infrastructure

The implementation of such an improvement programme will not be possible within the current budget availability.

5.0 Cross-Departmental Working

Cognisance of wider strategies and plans for these assets is essential to reducing the likelihood of spending significant sums of money on assets that may be disposed of or replaced in the foreseeable future. Therefore, discussions with relevant officers have taken place to ensure that proposed works reflect any known plans for the assets concerned.

Any car parks with known imminent works to be carried out have been exempted from the scoring.

Not Applicable

53

6.0 Condition Scores

The table below provides a list of all car parks. They have been surveyed and ranked in order of their condition. Pay and Display car parks have had a weighting added to lower their scores so that they gain priority over others. Similarly, car parks within town/village centres have also had a (slightly lesser) weighting added so that they can be prioritised over the less frequently used, more rural car parks. Works identified, and costings provided generally only relate to more 'essential' maintenance/enhancement works (resurfacing) and do not include the further desirable enhancements set out above.

Not Applicable

| Tier | Asset Description and Location | Location | Tier adjusted Score | Type | Car Park Size (m2) | Estimated resurfacing cost | Lining cost | Summary |
|------|---|--------------|---------------------|--------|--------------------|----------------------------|-------------|---|
| 1 | The Vennel | Bangor | | Fee | | | | Queens parade project will remove car park |
| 1 | Queens Parade | Bangor | | No Fee | | | | Queens parade project will remove car park |
| 2 | Burr Point | Ballyhalbert | | No Fee | | | | Car park being refurbished as part of tourism project |
| 2 | The Square | Portaferry | | No Fee | | | | Car park has been removed as part of public realm works |
| 3 | Portavogie Road | Portavogie | 98.04 | No Fee | 375 | £13,125.00 | | |
| 3 | Stricklands Glen | Bangor | 98.04 | No Fee | 332 | £11,620.00 | | |
| 2 | Main Road Cloughey | Cloughey | 98.00 | No Fee | 3973 | £139,055.00 | | |
| 2 | Groomsport Harbour | Groomsport | 97.88 | No Fee | 2030 | £71,050.00 | | |
| 2 | Seacliff Road | Bangor | 97.75 | No Fee | 3927 | £137,445.00 | | |
| 2 | The Moat | Donaghadee | 97.00 | No Fee | 255 | £8,925.00 | | |
| 2 | Springvale Road | Ballywalter | 96.88 | No Fee | 1350 | £47,250.00 | | |
| 2 | Harbour Road | Ballyhalbert | 96.38 | No Fee | 315 | £11,025.00 | | |
| 2 | Seapark | Holywood | 96.13 | No Fee | 927 | £32,445.00 | | |
| 2 | Shore Street | Donaghadee | 95.88 | No Fee | 512 | £17,920.00 | | |
| 2 | Whitechurch Road | Ballywalter | 94.63 | No Fee | 608 | £24,320.00 | | |
| 2 | The Green | Kircubbin | 94.63 | No Fee | 1174 | £41,090.00 | | |
| 2 | Anchor | Portavogie | 94.13 | No Fee | 2815 | £98,525.00 | | |
| 2 | Meeting House Street | Portaferry | 93.25 | No Fee | 1128 | £39,480.00 | | |
| 2 | Islandhill | Comber | 92.50 | No Fee | 2280 | £79,800.00 | | |
| 2 | The Commons | Donaghadee | 91.88 | No Fee | 2209 | £77,315.00 | | |
| 2 | Sir Samuel Kelly | Donaghadee | 91.38 | No Fee | 5059 | £177,065.00 | | |
| 2 | Ward Arras | Bangor | 91.38 | No Fee | 2120 | £74,200.00 | | |
| 2 | Ballywalter Harbour | Ballywalter | 90.88 | No Fee | 1695 | £59,325.00 | | |
| 2 | Newtownards Road | Comber | 90.63 | No Fee | 1178 | £41,230.00 | £661.50 | Reline |
| 2 | Crommelin Park | Donaghadee | 90.63 | No Fee | 863 | £30,205.00 | | |
| 2 | Railway Street | Donaghadee | 90.50 | No Fee | 1090 | £38,150.00 | £475.00 | Reline |
| 2 | Whiterock | Whiterock | 90.13 | No Fee | 1210 | £42,350.00 | | |
| 1 | Clifton Road | Bangor | 90.00 | Fee | 695 | £24,325.00 | | |
| 2 | Cunningburn | Newtownards | 89.13 | No Fee | 1500 | £52,500.00 | | |
| 2 | Talbot Street | Newtownards | 89.00 | No Fee | 1566 | £54,810.00 | £499.50 | Reline |
| 1 | Castle Street | Bangor | 88.99 | Fee | 1927 | £67,445.00 | | |
| 2 | Main Street | Millisle | 87.50 | No Fee | 11505 | £402,675.00 | | Car park would require resurfacing before relining £2025 |
| 2 | Sportsplex | Bangor | 86.88 | No Fee | 4250 | £148,750.00 | | |
| 1 | Castle Park | Bangor | 86.29 | No Fee | 3266 | £114,310.00 | | |
| 2 | Templepatrick | Donaghadee | 86.00 | No Fee | 3095 | £108,325.00 | | |
| 2 | Whitespots | Conlig | 85.75 | No Fee | 3050 | £106,750.00 | £675.00 | Reline |
| 1 | Spafield | Holywood | 85.73 | No Fee | 2569 | £89,915.00 | | |
| 2 | Glen Link | Comber | 85.38 | No Fee | 541 | £18,935.00 | £475.00 | Reline |
| 2 | Moss Road | Millisle | 85.00 | No Fee | 3721 | £130,235.00 | £1,242.00 | Reline |
| 1 | Abbey Street West | Bangor | 84.94 | Fee | 718 | £25,130.00 | | |
| 2 | Springwell Drive | Groomsport | 83.88 | No Fee | 1060 | £37,100.00 | | Car park would require some patching of surfacing before relining £526.50 |
| 1 | Quay Street | Bangor | 83.81 | No Fee | 3843 | £134,505.00 | | |
| 1 | Central Avenue | Bangor | 83.25 | Fee | 645 | £22,575.00 | £475.00 | Reline |
| 2 | The Ropewalk | Portaferry | 83.13 | No Fee | 3660 | £128,100.00 | | Car park would require resurfacing before relining £1195 |
| 1 | South Street/Court Street | Newtownards | 82.46 | Fee | 5120 | £179,200.00 | £2,173.50 | Reline |
| 1 | Old Cross Street West | Newtownards | 82.35 | Fee | 2386 | £83,510.00 | | |
| 1 | South Street | Newtownards | 81.00 | Fee | 930 | £32,550.00 | | |
| 1 | Abbey Street East | Bangor | 80.89 | Fee | 1750 | £61,250.00 | £945.00 | Reline |
| 1 | Kennel Lane | Newtownards | 80.89 | Fee | 2678 | £93,730.00 | £1,431.00 | Reline |
| 1 | Castle Street/Bridge Street | Comber | 80.89 | No Fee | 2185 | £76,475.00 | | Car park would require resurfacing before relining £3172.50 |
| 1 | Church Road | Holywood | 80.89 | Fee | 2142 | £74,970.00 | | |
| 1 | Mill Street | Newtownards | 80.44 | Fee | 1590 | £55,650.00 | | |
| 1 | Killinchy Street | Comber | 80.44 | No Fee | 802 | £28,070.00 | | |
| 1 | Hibernia Street North | Holywood | 80.44 | Fee | 2714 | £94,990.00 | | |
| 1 | Ann Street | Newtownards | 80.33 | Fee | 2220 | £77,700.00 | | |
| 1 | Upper Court Street | Newtownards | 79.43 | Fee | 640 | £22,400.00 | £475.00 | Reline |
| 1 | Mills Road | Bangor | 79.31 | Fee | 2016 | £70,560.00 | £999.00 | Reline |
| 1 | Mill Street gas Works South | Newtownards | 79.31 | No Fee | 2348 | £82,180.00 | £1,255.50 | Reline |
| 1 | Hibernia Street South | Holywood | 78.75 | Fee | 841 | £29,435.00 | £475.00 | Reline |
| 1 | Mill Street Gas Works North | Newtownards | 77.63 | Fee | 2322 | £81,270.00 | £1,012.50 | Reline |
| 1 | Bingham Lane | Bangor | 77.18 | Fee | 1573 | £55,055.00 | | |
| 3 | Ballywhiskin | Ballywhiskin | 76.59 | No Fee | 2909 | £101,815.00 | | |
| 1 | Newtownards Road/Church Street | Bangor | 76.28 | No Fee | 780 | £27,300.00 | | Car park would require resurfacing before relining £475 |
| 1 | West Street | Newtownards | 75.49 | Fee | 1580 | £55,300.00 | £810.00 | Reline |
| 2 | Shore Road | Kircubbin | 72.88 | No Fee | 1664 | £49,920.00 | £475.00 | |
| 1 | Old Cross Street East | Newtownards | 72.23 | Fee | 472 | £16,520.00 | £475.00 | |
| 1 | Holborn Avenue | Bangor | 69.64 | Fee | 2360 | £82,600.00 | £918.00 | Ownership Query |
| | | | <65% | | | 0 | £15,947.50 | |
| | Town Centre car parks high use. | x 0.9 | | | | £0.00 | £2,392.13 | |
| | Village Centre car parks. Town outskirts. Medium use. | x 1.0 | | | | £0.00 | £18,339.63 | £18,339.63 |
| | Country Car parks. Minor car parks. | x 1.1 | | | | | | |
| | | | <75% | | | £149,040.00 | £15,947.50 | |
| | | | | | | £22,356.00 | £2,392.13 | |
| | | | | | | £171,396.00 | £18,339.63 | £189,735.63 |
| | | | <85% | | | £1,879,860.00 | £15,947.50 | |
| | | | | | | £281,979.00 | £2,392.13 | |
| | | | | | | £2,161,839.00 | £18,339.63 | £2,180,178.63 |

Not Applicable

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8.0 Required Works

Line marking is seen as priority work in our charged car parks as defective lines can contribute to incorrect parking and disputes over ticketing. However, in some car parks the surfacing is in relatively poor condition and line marking cannot be carried out until it has been resurfaced. As indicated in the table above, around £16k of line marking is proposed for this year. This work cannot be capitalised so must be taken from routine maintenance revenue budgets.

As highlighted in section 2.0 of this report, the Council currently has budgeted £50k per year in capital budgets for car park resurfacing. Unfortunately, this is insufficient to complete all of the necessary works to the lowest scoring car park - Holborn Avenue, Bangor. Notwithstanding this, an ongoing legal matter means that it is unadvisable to proceed with substantial works at this car park until this has been further resolved. In the meantime, more minor essential repair works will be undertaken here during the incoming financial year.

The second lowest scoring location, Old Cross East, Newownards could however be resurfaced within the budget allocated for this year.

9.0 Potential for Increasing Budget

As indicated in the table above, we currently have £171k of priority capital works required to our car parks that fall below a 75% condition score (shaded red), and this budget requirement increases to £2.1M if a higher condition score of 85% is to be achieved (shaded amber). Note: An 85% condition threshold is in line with what has generally been considered acceptable for our buildings over past budgeting cycles.

At our current budget allocation, achievement of an 85% condition score would take 38 years to complete, and in the meantime these and other car parks will continue to deteriorate and require further work. Indeed, the expected lifespan of the bitmac surface would be approximately 20 years, meaning we will perpetually be “behind the curve” when trying to address the backlog of work with the budget available. It is therefore clear that our current budget allocation is insufficient if even a reasonable standard of car park condition is to be achieved.

Members will be aware that a new tariff structure for charged car parks has been agreed as part of our Car Park Strategy, with financial modelling showing that this should yield approx. £0.5M in additional income based upon current usage patterns. However, implementation of the new tariffs has been delayed pending the outcome of efforts to ensure legislative support for this. Officers are currently actively working on options to move forward in this regard, and a further report will be brought to the Council on that subject as soon as possible.

When new tariffs can be introduced, the projected additional income will provide much needed additional funds to support an expansion of our annual capital programme for car park maintenance and enhancements, and a report will be brought in due course regarding this. This will ensure that the car park users pay for that service (which is not a statutory service provided for by default rates

Not Applicable

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income), rather than the cost being levied through general rates to all ratepayers irrespective of whether they use car parks.

In the meantime, within the current limits of our agreed 2025-26 capital budget for car park works, it is planned that the following works will be undertaken in accordance with the prioritisation process outlined in this report:

- Line marking at various car park listed
- Resurfacing of Old Cross East, Newtownards
- Localised repairs to Holborn Avenue Car Park

RECOMMENDATION

It is recommended that the Council notes the planned car park works for 2025-26.

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 | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Finance |
| Date of Report | 27 January 2025 |
| 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 - December 2024 |
| Attachments | None |

The Environment Directorate's Budgetary Control Report covers the 9-month period 1 April to 31 December 2024. The net cost of the Directorate is showing an underspend of £310k (1.5%) – 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 | £699k favourable | 3 |
| Report 3 | Goods & Services Expenditure | £344k adverse | 3 |
| Report 4 | Income | £45k adverse | 3 |

Not Applicable

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Explanation of Variance

The Environment Directorate's overall variance can be summarised by the following table (variances over £25k): -

| Type | Variance £'000 | Comment |
|------------------------------|-------------------|--|
| Payroll | (699) | <ul style="list-style-type: none"> Waste and Cleansing (£366k) – vacancies within Waste Collection which are being recruited Assets and Property (£161k) – vacancies within Property Operations and Fleet Management Regulatory Services (£170k) – vacancies within Building Control and Neighbourhood Environment Team |
| Goods & Services | | |
| Waste and Cleansing Services | (116) | <ul style="list-style-type: none"> Waste disposal costs (£199k) <ol style="list-style-type: none"> Landfill (£73k) Recycled Waste (£127k) Borough Cleaning £25k. Range of running costs over budget to date. Waste Collection £21k. Range of running costs over budget to date. |
| Assets and Property | 420 | <ul style="list-style-type: none"> Statutory and Planned maintenance £436k – Aurora pool floor repairs large part of this. Energy costs (£225k) – electric £129k, gas (£163K), Oil (£32k), Derv (£165k) Sewerage/ trade effluent charges £83k. Other expenditure £124k – Transport running costs |
| Income | | |
| Waste and Cleansing | 160 | <ul style="list-style-type: none"> Trade waste income £132k. Special collections income £26k. |
| Assets and Property | (163) | <ul style="list-style-type: none"> Wind Turbine (£91k). Property Maintenance (£37k) Technical Services (£37k) |
| Regulatory Services | 48 | <ul style="list-style-type: none"> Building Control income (£60k). Car Park income £69k Licensing income £21k |

Not Applicable

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| REPORT 1 BUDGETARY CONTROL REPORT | | | | | |
|---|----------------------------|----------------------------|--------------------|----------------------|-----------------|
| Period 9 - December 2024 | | | | | |
| | Year to Date Actual | Year to Date Budget | Variance | Annual Budget | Variance |
| | £ | £ | £ | £ | % |
| Environment | | | | | |
| 200 Environment HQ | 155,462 | 156,700 | (1,238) | 211,700 | (0.8) |
| 210 Waste and Cleansing Services | 13,018,617 | 13,339,400 | (320,783) | 17,782,500 | (2.4) |
| 220 Assets and Property Services | 7,331,849 | 7,235,700 | 96,149 | 9,758,300 | 1.3 |
| 230 Regulatory Services | 326,225 | 410,300 | (84,075) | 571,900 | (20.5) |
| Total | 20,832,152 | 21,142,100 | A (309,948) | 28,324,400 | (1.5) |
| REPORT 2 PAYROLL REPORT | | | | | |
| | £ | £ | £ | £ | % |
| Environment - Payroll | | | | | |
| 200 Environment HQ | 128,078 | 130,800 | (2,722) | 174,300 | (2.1) |
| 210 Waste and Cleansing Services | 7,129,430 | 7,495,000 | (365,570) | 9,971,600 | (4.9) |
| 220 Assets and Property Services | 1,645,833 | 1,807,100 | (161,267) | 2,415,200 | (8.9) |
| 230 Regulatory Services | 1,549,458 | 1,719,200 | (169,742) | 2,292,500 | (9.9) |
| Total | 10,452,799 | 11,152,100 | B (699,301) | 14,853,600 | (6.3) |
| REPORT 3 GOODS & SERVICES REPORT | | | | | |
| | £ | £ | £ | £ | % |
| Environment - Goods & Services | | | | | |
| 200 Environment HQ | 27,384 | 25,900 | 1,484 | 37,400 | 5.7 |
| 210 Waste and Cleansing Services | 7,011,265 | 7,126,900 | (115,635) | 9,261,800 | (1.6) |
| 220 Assets and Property Services | 6,012,680 | 5,592,300 | 420,380 | 7,542,000 | 7.5 |
| 230 Regulatory Services | 484,433 | 446,400 | 38,033 | 582,400 | 8.5 |
| Total | 13,535,763 | 13,191,500 | C 344,263 | 17,423,600 | 2.6 |
| REPORT 4 INCOME REPORT | | | | | |
| | £ | £ | £ | £ | % |
| Environment - Income | | | | | |
| 200 Environment HQ | - | - | - | - | - |
| 210 Waste and Cleansing Services | (1,122,078) | (1,282,500) | 160,422 | (1,450,900) | 12.5 |
| 220 Assets and Property Services | (326,665) | (163,700) | (162,965) | (198,900) | (99.6) |
| 230 Regulatory Services | (1,707,666) | (1,755,300) | 47,634 | (2,303,000) | 2.7 |
| Totals | (3,156,410) | (3,201,500) | D 45,090 | (3,952,800) | 1.4 |

RECOMMENDATION

It is recommended that the Council notes this report.

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 | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Waste and Cleansing Services |
| Date of Report | 07 February 2025 |
| File Reference | NOM 635 / 68019 |
| Legislation | 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 | Letter to DAERA - Nappy Recycling Service |
| Attachments | Appendix 1 - Letter to DAERA Minister Appendix 2 - Letter of Response from DAERA Minister |

Further to a Notice of Motion agreed by the Council in November 2024 highlighting the need for a nappy collection scheme in Northern Ireland, the Council wrote as agreed to the DAERA Minister (Appendix 1).

A letter of response has now been received from the DAERA Minister (Appendix 2).

RECOMMENDATION

It is recommended that Council notes the contents of the DAERA Minister's response.

11 December 2024

Andrew Muir MLA
Minister of Agriculture, Environment and Rural Affairs
Northern Ireland Assembly
Parliament Buildings, Stormont
Belfast
BT4 3XX

Sent by email only to: andrew.muir@mla.niassembly.gov.uk

Dear Minister Muir,

At the November Council meeting of Ards and North Down Borough Council, the following Notice of Motion was discussed and debated:

“That this Council notes the 70% recycling target set out in the Climate Change Act 2022 and that the current household recycling average is 50.7%. Further notes the aims and intentions around the consultation on “Rethinking our resources: measures for climate action and a circular economy in NI” includes the reduction in grey bin capacity by either volume of bin or three weekly collections. Further notes that nappy collection scheme was not referred to in Rethinking our resources: measures for climate action and a circular economy in NI” despite around 4% of residual waste being made up of disposable nappies and other absorbent hygiene products. Further notes with concern the impact reduced grey bin capacity will have on those households disposing of nappies and/or other absorbent hygiene products as well as the amount of recyclable materials such products contain.”

The Council also asked that on their behalf, I write to you to ask expressing its view that there is a need for a nappy collection scheme in Northern Ireland in order to meet recycling targets and to support households if grey bin capacity is reduced as a result of any future Departmental strategy and, further, that this Council would be happy to engage with you on how to best deliver such a scheme.

I would be most grateful if you could consider this request of the Department to work towards the establishment of a disposable nappy collection and recycling service in Northern Ireland.

Many thanks for your attention in this matter.

Yours sincerely



Susie McCullough
Chief Executive

**From the Office of the
Minister of Agriculture,
Environment and Rural Affairs**

Susie McCullough
Chief Executive
Ards & North Down Borough Council
City Hall
The Castle
Bangor
BT20 4BT
Susie.McCullough@ardsandnorthdown.gov.uk



Department of
**Agriculture, Environment
and Rural Affairs**

An Roinn

**Talmhaíochta, Comhshaoil
agus Gnóthaí Tuaithe**

Department o'

**Fairmin, Environment
an' Kintra Matthers**

www.daera-ni.gov.uk

DAERA Private Office
First Floor, Clare House
303 Airport Road West
Sydenham Intake
Belfast, BT3 9ED
Telephone: 028 9052 4140
Email: private.office@daera-ni.gov.uk

Our Ref: COR-1811-2024
Date: 10 January 2025

Dear Susie

NAPPY COLLECTION SCHEME

Thank you for your correspondence of 11 December 2024 regarding the need for a nappy collection scheme in Northern Ireland to meet recycling targets and to support households if the residual bin capacity is reduced.

The recent *Rethinking Our Resources* consultation included several proposals to increase the quality and quantity of our recycling, including a range of options to restrict the capacity of residual waste collected at the kerbside, while providing an enhanced recycling collection service. The restricted residual waste proposal also included a question on potential exemptions for certain categories, for example, households with larger families, those with medical conditions producing additional waste, and those with more than two children using disposable nappies. Therefore, prior to the implementation of any proposals, potential exemptions for specific categories or groups will be considered and implemented where necessary.

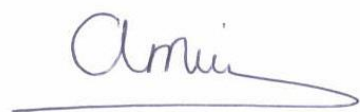
I am aware of the current challenges that exist in terms of infrastructure requirements and end markets for the recycling of nappies and other absorbent hygiene products. While there are no current plans to introduce a specific nappy recycling scheme here, my officials would be keen to explore opportunities and requirements further with local Councils via the existing Government Waste Working Group (GWWG) on this matter.

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

If you are deaf or have a hearing difficulty you can contact the Department via the Next Generation Text Relay Service by dialling 18001 + telephone number.

INVESTORS IN PEOPLE®
We invest in people Standard

Yours sincerely

A handwritten signature in blue ink that reads "A Muir". The signature is written in a cursive style and is underlined with a single horizontal line.

ANDREW MUIR MLA
Minister of Agriculture, Environment and Rural Affairs

Unclassified

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

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Exemption Reason | Not Applicable |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Waste and Cleansing Services |
| Date of Report | 28 January 2025 |
| File Reference | 69001 |
| Legislation | The Deposit Scheme for Drinks Containers (England and Northern Ireland) Regulations 2025. |
| Section 75 Compliant | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: |
| Subject | Update Report on the Introduction of a Deposit Return Scheme (DRS) in Northern Ireland |
| Attachments | Appendix |

The Deposit Scheme for drinks containers (England and Northern Ireland) Regulations 2025 were approved by both the House of Commons and the House of Lords and came into force on Friday 24 January 2025.

Similar schemes already operate in more than 50 countries worldwide with Germany, Sweden and the Republic of Ireland reporting an average return rate of over 90% for single use drinks containers.

The introduction is seen as contributing to the Circular Economy with returned containers recycled into new containers. Single use drinks containers are also recognised as a major contributor to street and roadside litter, and to beach/marine litter, so it is anticipated that the measures will have a positive impact in terms of reducing litter.

Not Applicable

65

As all the containers within the scope of the scheme can currently be recycled through the Council's blue bin collection service it will help with capacity issues for some households, although aluminium, steel and PET plastics attract the best prices in terms of recycling, so a reduction in their presence in blue bin materials may impact the overall value of our blue bin recyclables mix.

The regulations provide powers to appoint the Deposit Management Organisation (DMO) which will operate the Deposit Return Scheme (DRS) that will launch on 1 October 2027. The regulations also set out:

- The scope of the DRS
- The role of retailers, drinks producers and suppliers
- The functions of the DMO
- The monitoring, compliance and enforcement measures that will be in place to support the running of the scheme.

From 1 October 2027, customers will pay a refundable deposit for certain single-use drink containers under the new DRS.

Businesses that produce or sell drinks in England and Northern Ireland will have new responsibilities. A DMO will be appointed in April 2025. They will provide detailed guidance for businesses and set the deposit amount.

Drinks Containers Included in the Scheme

The deposit will apply to all single-use drinks containers that:

- Are made wholly or mainly from aluminium or steel, or polyethylene terephthalate (PET) plastic.
- Have a capacity of between 150 millilitres and 3 litres.
- Are likely to be used only once or for a short period of time.

Containers with a lid made from other materials are still included.

The deposit will not apply to containers if they are:

- Not single use
- Made from high-density polyethylene (HDPE) – this is the material used to make milk bottles, for example.
- Made from glass
- Used for liquid medicines

The scheme does not include any liquid which is used only to add flavour to, or enhance the flavour of, a beverage suitable for human consumption, or to sweeten a beverage suitable a beverage for human consumption, such as coffee flavouring syrup, sugar syrup or hot sauce.

The attached appendix sets out in detail the responsibilities for:

- Suppliers

Not Applicable

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- Producers
- Retailers
- Those selling drinks for consumption on premises
- The DMO
- Enforcement authorities

RECOMMENDATION

That the Council notes the contents of the report.

Not Applicable

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APPENDIX

Supplier responsibilities

Everyone in the drinks supply chain must charge the deposit to their buyers when they sell filled drinks containers included in the scheme. This includes drink producers, importers, wholesalers and retailers.

Businesses must only supply filled drinks containers that have been placed on the market by a registered scheme producer and carry the scheme labelling.

The deposit does not need to be charged when supplying unfilled containers.

Producers and retailers also have additional responsibilities.

Producer responsibilities

Under the scheme you have producer responsibilities if you:

- are a manufacturer of in-scope drinks (typically the brand owner).
- import drinks to the UK.
- fill and seal drink containers to order, for example a hospitality venue supplying crowlers.

Producers who are based in the Republic of Ireland and supply drinks to the Northern Ireland market should register with the scheme as a producer and meet the relevant responsibilities.

From 1 October 2027, producers must:

- be registered with the deposit management organisation – your producer fee will be based on the number of containers you place on the market.
- apply the deposit to all containers included in the scheme.
- pay the deposits collected to the deposit management organisation when containers are sold to the next business in the supply chain.
- comply with scheme labelling requirements.
- report the number of drinks placed on the market.

The deposit management organisation will provide detailed guidance on how to comply.

Not Applicable

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Exemption for low-volume products

'Low-volume products' are those with product lines with less than 5,000 units per year.

If you produce or import low-volume products you will not need to pay producer fees, apply deposits or carry scheme labelling for those product lines.

You will still need to register with the deposit management organisation and report the number of containers you place on the market.

Retailer responsibilities

All retailers selling drinks included in the scheme must:

- pay the deposit to producers or wholesalers when purchasing the drinks
- charge the deposit to consumers at the point of sale

Return points

Supermarkets, grocery stores, convenience stores and newsagents that sell drinks in the scheme must host a return point for drinks containers, unless they qualify for an exemption. The return point can be manual or automated using a reverse vending machine.

These retailers must also:

- register with the deposit management organisation.
- pay the deposit back to consumers at the point of return (via voucher, card or cash).
- store returned containers for collection.
- display information so customers know how the scheme works.

Exemptions from hosting a return point

Retailers in urban areas are exempt from hosting a return point if they have a retail space of less than 100m². They can still apply to be a voluntary return point. The deposit management organisation will provide guidance on exemptions and how to apply.

Other types of organisations that sell drinks can apply to host a voluntary return point. Examples include:

- hospitality venues

Not Applicable

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- food-to-go stores
- schools, gyms, sports or community centres
- mobile caterers
- businesses with vending machines

If you are not automatically exempt you can apply for an exemption if either:

- your business is close to another return point.
- it is not possible (or easy) to host a return point due to the location, layout, size, design or construction of the premises.

To apply for one of these exemptions you will need to provide evidence to the deposit management organisation. They will provide guidance on the criteria and how to apply.

Takeback services for online customers

You can register with the deposit management organisation as a takeback service provider. This means you can recover empty containers from online customers at the point of delivery to refund the deposit.

Selling drinks for consumption on premises

If you sell drinks for immediate consumption on the premises, you can choose not to charge the deposit at the point of sale. For example, in cafes, restaurants and pubs.

You should collect and store these drinks containers. The deposit management organisation will collect them and refund the deposit.

You must display clear information that says you are an opt-out premises and asks customers to leave their empty containers.

If you sell drinks to take away, alongside those for consumption on the premises, you may choose to only apply the deposit to drinks sold to take away.

Deposit management organisation

The deposit management organisation will:

- set the deposit amount, the producer registration fees and payments to return point hosts
- provide detailed guidance to help businesses in the drinks supply chain prepare for the DRS

Not Applicable

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- inform consumers about the scheme
- handle queries
- be responsible for meeting the scheme's collection targets
- arrange collection and recycling of in-scope materials
- make collected material available to producers for purchase

Find out more about the [role of the deposit management organisation](#).

Enforcement authorities

The enforcement authorities for the DRS are the Environment Agency and Trading Standards for England, and the Northern Ireland Environment Agency.

They are responsible for ensuring obligated suppliers and the deposit management organisation are compliant with the regulations.

Unclassified

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

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Regulatory Services (Interim) |
| Date of Report | 10 February 2025 |
| File Reference | 90606 |
| Legislation | |
| Section 75 Compliant | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> If other, please add comment below: |
| Subject | Review of City/Town Centre CCTV |
| Attachments | None |

In September 2022, the Council agreed to undertake a review of the current town centre CCTV system. An internal project group had been scoping the subject, but did not have the relevant expertise or capacity to undertake the full detailed review process in a sufficiently robust way. It was therefore agreed that that expert consultancy support be engaged to complete the review and provide options/recommendations for the Council's consideration.

It was estimated that this review process would cost circa £35k. A dedicated budget was not allocated for the current financial year, however in year budget underspend within the Environment Directorate can now be utilised to complete the review by 31 March 2025. In accordance with procurement requirements, AECOM was appointed to commenced the review.

The review will include the following factors as identified by Council Officers with PSNI input in 2022:

- The ageing infrastructure that currently exists, with ongoing operational challenges and defects arising that affect the reliability and continuity of the

Unclassified

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service (at the time of writing the report, the latest significant issue arising is a complete breakdown of the recording function, with our maintenance contractor currently assessing the viability of repair/cost).

- The technical limitations of the outdated equipment, and the likelihood that this is impairing the potential value of the system as an optimised community safety tool.
- The views of various stakeholders in relation to the role of a future town centre CCTV system, including local town centre chambers of commerce, PSNI and PCSP.
- The potential options for new CCTV technology and relative merits/added value.
- Potential future scope/coverage of a town centre CCTV system, towns covered, camera locations etc.
- Routine management arrangements for a future town centre CCTV system, operational responsibility/control, system review and reporting etc.
- Data protection/legal issues.
- Potential funding models and opportunities, internal/external.

A report detailing the outcome and recommendations of the review will be brought back to Council for consideration.

RECOMMENDATION

It is recommended that the Council notes this report.

ITEM 11

Ards and North Down Borough Council

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Exemption Reason | Not Applicable |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Assets and Property Services |
| Date of Report | 17 January 2025 |
| 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 Q3 2024-25 |
| Attachments | Appendix 1 - ANDBC Energy Strategy Action Plan Update |

1.0 Background

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

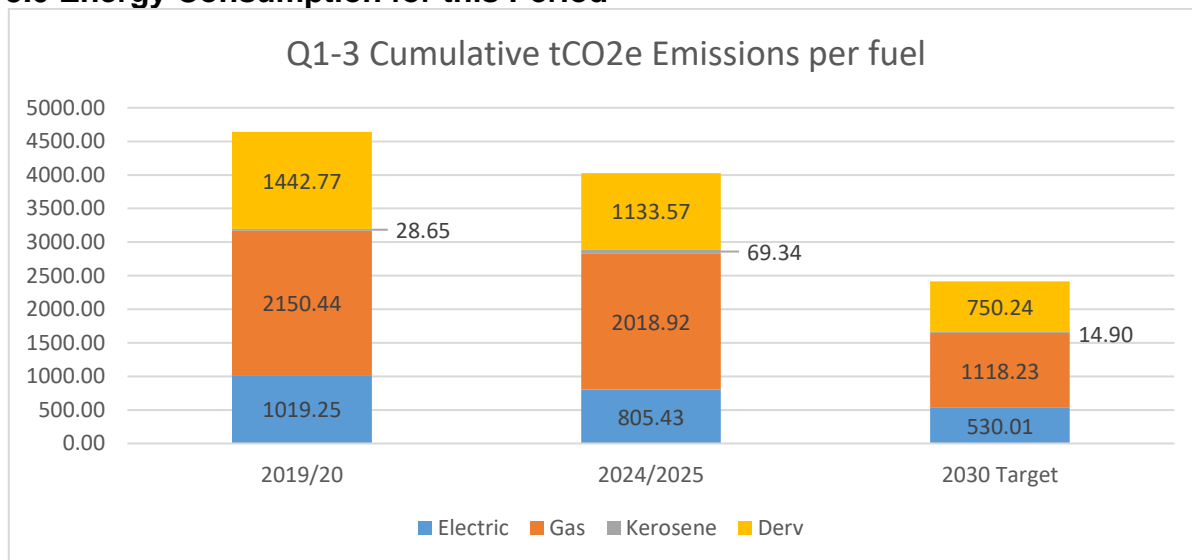
Improving oversight and accountability within the Council for energy management will ensure that consumption performance and the implementation of the Strategy and this action plan will be continuously monitored. Improved monitoring and governance will improve energy performance by ensuring actions are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

2.0 Reporting Periods

This quarterly report looks at energy consumption against a 2019 baseline and outlines current and forthcoming energy saving initiatives.

| 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 Consumption for this Period



3.1 Electricity

As can be seen in the graph above our electricity consumption has maintained a cumulative decrease of 21% for Q3 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 lesser energy efficient equipment with modern efficient versions as well as pushing the ethos to staff to reduce energy where they can.

There has been a decrease in Q3 in comparison to the baseline year, and we will try to reduce this further by continuing to introduce measures and educating new and existing staff to help us move towards the 2030 target.

3.2 Natural Gas

With regard to our natural gas consumption this has cumulatively reduced by 6.2% for Q3 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. We have also been reviewing the BMS controls of certain buildings and the parameter settings.

3.3 Kerosene

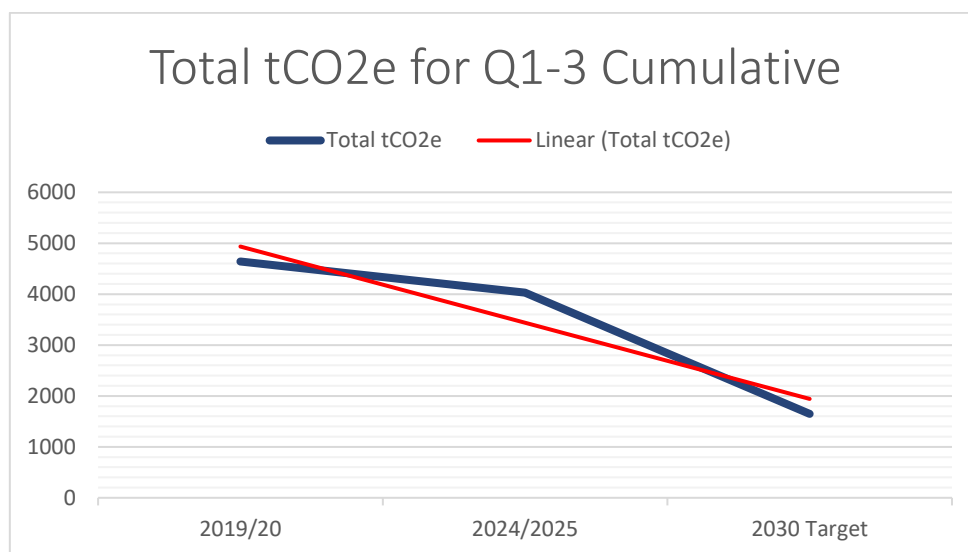
Kerosene consumption has cumulatively increased from the baseline year of 2019/20 for Q3, and this is similar to the buildings using electric heating. Additional kerosene was needed to temporarily heat premises while new energy efficient gas and electric boilers were being installed during the period.

3.4 Diesel

The figures show that we have decreased the cumulative consumption of Derv (Diesel) in the third period of the business year in comparison to the baseline year. It is hoped that we can continue to improve on this in Q4.

3.5 Targets and Trends

In the graph below it shows our overall fuel carbon emissions for the period, against the 2019/20 baseline and the 2030 target. The Linear trendline shows the path we should be on to meet our 48% reduction by 2030, and it can be seen that we are progressing reasonably well towards this.



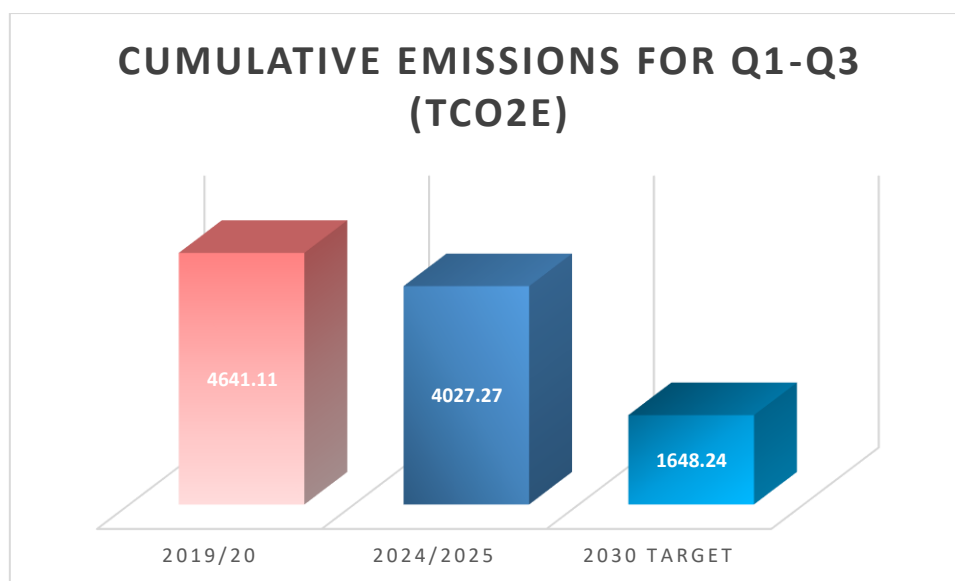
4.0 Consumption Costs

The costs of the fuels can be seen in the table below for consumption of fuel in each of the years; the cost per unit of fuel has also been shown for the respective years so that the difference can be seen in the market costs.

| Quarter 3 | 2019/20 | £/unit | 2024/2025 | £/unit |
|------------|-------------|--------|-------------|--------|
| Utility | | | | |
| Electric | £218,370 | £0.15 | £348,032 | £0.29 |
| Gas | £175,759 | £0.04 | £287,282 | £0.07 |
| Kerosene | £2,412 | £0.43 | £4,381 | £0.52 |
| Derv | £165,454 | £1.01 | £220,912 | £1.11 |
| Total Cost | £561,993.89 | | £860,606.67 | |

5.0 Cumulative Emissions for 2024/2025

The charts below show a cumulative total for Q1 – Q3 in 2024/25, against the same period in the baseline year of 2019/20 and the target year 2030.



So far, we have achieved a 13.3% reduction in emissions for 2024/25 in comparison to our baseline year of 2019/20. This means that we need a further reduction of circa 35% over the next five years if we are to achieve our 48% reduction on the 2019/20 baseline figures.

5.0 Highlights of 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
- 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.
- Early stages of pre-planning for Data Centre at ABMWLC and Aurora for heat recovery to provide pool water heating.
- Progressing with PV panel installation following a cross-border grant award
- Installation of EV charging points for small and medium vans in fleet has commenced at North Road Depot.

See Appendix 1 for updated Sustainable Energy Action Plan attached to show a full update on each of the actions noted.

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
- PV panel installation at chosen Council properties
- Park lighting projects
- Walk-round surveys of properties to examine existing controls and settings
- Surveys of existing assets for insulation installation to be carried out and implemented
- Energy targets and KPI's for service unit managers to be agreed for 2025/2026

- Possible introduction of Automatic Meter Reading (AMR) systems in highest consuming buildings

RECOMMENDATION

It is recommended that the Council notes this report.

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 | Progress | | | | | | | | | |
|--|--|--|---|--|---|------|--------|----|------|------|----|-------|------|---------|
| 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>New Energy Officer to progress development of presentations to the different groups, along with a mandatory e-learning module for all staff with access to a computer for energy efficiency training,</p> <p>Energy consumption figures shared with Leisure and Community Centres to show big users.</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 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 new boilers and zone valves into NRD for better control of zones depending on their orientation.</p> |
| Existing/ historic energy improvement quotations | <p>Urgent</p> <p>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> <p>Assets & Property progressing car park lighting schemes currently.</p> |

| | | | | | |
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| | | | | 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. Energy dashboard is progressing well, and is now split into the different categories showing the top users in each. Year against year comparison capable within the dashboard. |
| 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. New Energy Officer to carry out building surveys on existing insulation levels and recommendation reports. |

| | | | 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 an aM&T system 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. Investigation of costs, energy savings and payback period required for top consuming buildings initially, and then progress to other buildings. |
| 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> | | <p>New upgraded BMS controls for zoning of NRD added in Winter 2024/25.</p> <p>Work now required at Ards Blair Mayne, Bangor Sportsplex Comber LC and Town Hall.</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 |

| | | | | | |
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| | | | 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. | 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). 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. | Electricity consumption, costs, and emissions reduction. 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. | Quotes to be sourced for possible install by Energy Officer once in place. |
| Pipework insulation | Short term Director of Environment | Complete insulation of pipework at the following locations: <ul style="list-style-type: none">o City Hall, the Castle (significant lengths requiring insulation)o Ballygowan Village Hallo Marquis Hall, Bangoro Ards Blair Mayne (fit jackets to sand filters) | Insulating pipework will reduce heat loss, thereby improving the efficiency of the heating systems | Electricity consumption, costs, and emissions reduction. Generally, maximum savings of 10-20% can be realised. This however depends on the length of uninsulated pipe run, pipe/ valve size etc. | Quote being sought for each of the sites. Quotes received but deemed no feasible as installation costs far outweighed the energy savings it would bring. Possibly look at again in the future if surplus budget available. |
| Solar PV | Short term Director of Environment | Consider the installation of Solar PV at the following locations: <ul style="list-style-type: none">o Ards Blair Mayne Leisure Centreo Bangor Sportsplex (add to existing system and check that existing system is operational)o Queen's Leisure Complexo Londonderry Park | 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. Designs/ specifications should be developed using half hourly consumption/ load data. | Increased use of renewable electricity, resulting in reduced grid dependency, cost reduction and carbon emissions reduction | Costs Received for Ards Blair Mayne and North Road Works Depot for the year 2024/2025. Quote required for other selected sites for the 2024/125 business year |

| | | | | | |
|--|--|--|--|---|--|
| | | <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> | | <p>PV install completed at Walled Gardens Depot in Bangor for cross border grant scheme</p> <p>Agreement in place for 100kWp installation at North Road Depot in April 2025.</p> |
| 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 and</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. | Energy Survey of Queens LC and how energy efficiency can be improved. Plans to be implemented soon. |

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| | | | 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"> o Bangor Sportsplex o Comber Adult Learning Centre o Green Road Community Centre o Groomsport Boathouse o Kircubbin Community Centre o Manor Court o Portavogie Community Centre o Queen’s Hall o Skipperstone Community Centre o North Road Depot o Ards Blair Mayne (replace existing hot water boilers with plater heat exchangers) | <p>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.</p> <p>These upgrades should be prioritised based on consumption and building use/ occupancy levels at each location.</p> <p>Upgrades should be completed after consideration has been given to the fuel switching action point in locations using kerosene.</p> | Consumption, cost, and emissions reduction. | <p>Boiler Replacement Schemes are in place to start at Manor Court, North Road Depot, Clandeboye Cemtery, Bangor Cemtery, Abbey Gate Lodge.</p> <p>Costs being collected for plate heat exchanger installation at Ards Blair Mayne.</p> <p>Boiler replacement schemes mentioned above in progress and applications made to Building Control.</p> |
| 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: <ul style="list-style-type: none"> o Bangor Sportsplex | <p>The highlighted locations use Kerosene as a heating fuel, which is a high carbon fuel when compared to others currently available.</p> <p>Lower carbon options include:</p> | <p>Reduced carbon emissions</p> <p>Currently, LPG costs are comparable with natural gas and kerosene costs. The</p> | Review will start upon completion of the installation of above boilers. |

| | | | | | |
|--------------------------------------|--|---|--|--|--|
| | | <ul style="list-style-type: none"> ○ Kircubbin Community Centre ○ Portavogie Community Centre ○ Queen’s Hall ○ Skipperstone Community Centre | <ul style="list-style-type: none"> ○ Natural Gas- limitations on availability may restrict this option. ○ Propane- this could be utilized where natural gas is not available. ○ BioLPG- a lower carbon alternative to ‘virgin’ propane, though it is a higher cost fuel. ○ 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>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> | <p>Possible heat pump project at Kircubbin/Portavogie CC due to current UF heating. Feasibility Study to be carried out by APS</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"> ○ Baloo Waste Transfer Station (T5 fittings in the main waste ‘shed’) ○ Bangor Sportsplex (internal lighting T8 & pitches to LED) ○ Glen Community Centre (T8 fittings) ○ Kilcooley Community Centre (install PIRs to existing LED) ○ Kircubbin Community Centre (T8) ○ 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) | | | <p>Lighting controls now installed at Ards Blair Mayne in main areas and sports halls. Lux levels also reviewed, Lighting controlled primarily on natural lighting levels and then secondly on movement.</p> <p>Ongoing LED lighting replacement scheme at Aurora Leisure Centre and Bangor Sportsplex.</p> <p>This can be implemented further in other leisure facilities, community centres and admin buildings.</p> |
| Electric Storage Heaters | <p>Medium term</p> <p>Director of Environment</p> | 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> | TBC |

Unclassified

93

ITEM 12**Ards and North Down Borough Council**

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Exemption Reason | Not Applicable |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Regulatory Services (Interim) |
| Date of Report | 24 January 2025 |
| 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 | Q3 NET Activity Report (1 October 2024 to 31 December 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 Appendix 5 - High Profile Patrols |

Not Applicable


Introduction

The information provided in this report covers, unless otherwise stated, the period 1 October to 31 December 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 Oct – Dec 2024 | Same 3 months Oct – Dec 2023 | Comparison |
|---|--|---------------------------------|---|
| Dog licences issued during the three months | 4576 | 4822 |  |

Concessionary licences remain at 81% 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 | 869 | 777 |
| Reduced - Neutered | 2308 | 2500 |
| Reduced - Benefits | 462 | 486 |
| Free – Over 65 | 810 | 935 |
| Reduced – Over 65 Subsequent Dogs | 113 | 113 |
| Block Licence | 14 | 11 |
| TOTAL | 4576 | 4822 |

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 Oct - Dec 2024 | Same 3 months Oct – Dec 2023 | Comparison |
| DOG CONTROL | 680 | 142 |  |
| ENVIRONMENTAL CONTROL | 363 | 374 |  |

Not Applicable

95



Fixed Penalty Notices

The Neighbourhood Environment Team issued **84** Fixed Penalty Notices for various offences in the Borough.

| FIXED PENALTY NOTICES | | | |
|------------------------------|--|---------------------------------|---|
| | Period of Report Oct - Dec 2024 | Same 3 months Oct – Dec 2023 | Comparison |
| DOG CONTROL | 57 | 25 |  |
| ENVIRONMENTAL CONTROL | 27 | 31 |  |

Prosecutions

Breakdown of cases being prosecuted through the Court.

| PROSECUTIONS | | | |
|------------------------------|--|---------------------------------|---|
| | Period of Report Oct – Dec 2024 | Same 3 months Oct – Dec 2023 | Comparison |
| DOG CONTROL | 9 | 3 |  |
| ENVIRONMENTAL CONTROL | 10 | 1 |  |

Educational Programme**October 2024**

Plastic Oceans – This presentation which highlights the issues with the health of our seas, problems with litter and impact on biodiversity was delivered to –

- P4 – Clandeboye PS, approximately 30 pupils were in attendance.

December 2024

- An information session was delivered to teachers in Donaghadee Primary School regarding Project ELLA and a new innovative art project that will be available in early 2025. This has led to the Art Club at the school committing to engaging with the art project in January 2025.
- Cry of the Wolf – This interactive presentation that looks at the history of human impacts on the local landscape and the natural world was delivered to P4, Ballywalter Primary School – 30 pupils were in attendance



RECOMMENDATION

It is recommended that the Council notes the report.

Not Applicable

APPENDIX 1 – OCTOBER TO DECEMBER 2024

96

| SERVICE REQUESTS | | | |
|------------------------------|--|---|---|
| | Period of Report Oct – Dec 2024 | Same 3 months Oct – Dec 2023 | Comparison |
| DOG CONTROL | 680 | 142 |  |
| ENVIRONMENTAL CONTROL | 363 | 374 |  |

| DOG CONTROL – Service Requests | 2024 | 2023 |
|---------------------------------------|-------------|-------------|
| Dog Attack on Other Domestic Animal | 17 | 16 |
| Dog Attack on Person | 16 | 18 |
| Dog Attack on Livestock | 0 | 0 |
| Barking | 26 | 32 |
| Breeding Establishments | 0 | 3 |
| Collection/Stray | 27 | 13 |
| Control Conditions Issued | 5 | 8 |
| Dangerous Breed | 41 | 0 |
| Dogs Education / Awareness / Events | 0 | 10 |
| Dogs Off Lead | 12 | 1 |
| Expired Dog Licence Calls* | 508 | 4 |
| Greyhound Control | 0 | 0 |
| Inadequate Dog Control | 9 | 5 |
| Straying | 17 | 20 |
| Welfare Initial Response | 2 | 12 |
| TOTAL | 680 | 142 |

*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 | 88 | 45 |
| Bye-Laws | 1 | 1 |
| Dog Fouling | 103 | 112 |
| Enviro Education / Awareness / Events | 0 | 1 |
| Fly-Posting | 1 | 1 |
| Fly-Tipping | 129 | 157 |
| Graffiti | 12 | 13 |
| Littering | 28 | 42 |
| 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 | 0 |
| Vehicles Exposed For Sale on a Road | 0 | 0 |
| TOTAL | 363 | 374 |

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 | 32 | 32 | 36 | 64 | 28 | 28 |

Fixed Penalty Notices

| FIXED PENALTY NOTICES | | | |
|-----------------------|------------------------------------|---------------------------------|------------|
| | Period of Report Oct - Dec 2024 | Same 3 months Oct - Dec 2023 | Comparison |
| DOG CONTROL | 57 | 25 | ↑ |
| ENVIRONMENTAL CONTROL | 27 | 31 | ↓ |

| | 2024 Oct - Dec | | | 2023 Oct - Dec | | |
|------------------------------|---------------------------|-----------|-----------|---------------------------|-----|-----|
| | Oct | Nov | Dec | Oct | Nov | Dec |
| DOG CONTROL | | | | | | |
| No Dog Licence | 12 | 19 | 7 | 8 | 4 | 4 |
| Straying | 4 | 2 | 6 | 3 | 3 | 2 |
| Breach of Conditions | 0 | 0 | 1 | 1 | 0 | 0 |
| Control of Greyhounds | 0 | 0 | 0 | 0 | 0 | 0 |
| Dog Off Lead | 0 | 1 | 5 | 0 | 0 | 0 |
| TOTAL | 16 | 22 | 19 | 12 | 7 | 6 |
| ENVIRONMENTAL CONTROL | 2024 Oct - Dec | | | 2023 Oct - Dec | | |
| Litter | 15 | 9 | 1 | 17 | 6 | 5 |
| Fly-Tipping | 0 | 1 | 0 | 0 | 0 | 2 |
| Fouling | 0 | 0 | 1 | 0 | 1 | 0 |
| TOTAL | 15 | 10 | 2 | 17 | 7 | 7 |



Not Applicable

APPENDIX 2

98

The following convictions were secured at Newtownards Magistrate's Court between 1 October and 31 December 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 Oct – Dec 2024 | Same 3 months Oct – Dec 2023 | Comparison |
| DOG CONTROL | 9 | 3 |  |
| ENVIRONMENTAL CONTROL | 10 | 1 |  |

| Ref: | Date of Offence | Offence | Fine | Legal Costs Awarded by Court | Service Fee | Offenders Levy | Comments | Gross Cost to Council Exc. VAT | Net Cost to Council |
|--|-----------------|---|-----------------------------------|------------------------------|-------------|----------------|--|--------------------------------|---------------------|
| Court Date - 18th October 2024 | | | | | | | | | |
| 323072 | 05/02/2024 | Fouling | Conditional Discharge for 12 mths | £150 | £31 | £15 | | £181.00 | Nil |
| 335587 | 16/05/2024 | Litter | Withdrawn | Withdrawn | Withdrawn | Withdrawn | Withdrawn - No Forwarding Details | £102.00 | £102.00 |
| 337020 | 29/05/2024 | Litter | £200 | £75 | £27 | | Settled & Withdrawn | £177.00 | Nil |
| 328343 | 18/03/2024 | Litter | £200 | £50 | £0 | £15 | | £181.00 | Nil |
| 326498 | 03/03/2024 | Litter | £200 | £150 | £27 | £0 | | £177.00 | Nil |
| 314853 | 05/12/2023 | No Licence | £80 | £50 | £0 | £15 | | £196.00 | £146.00 |
| 313553 | 17/11/2023 | Litter | £200 | £50 | £0 | £15 | | £204.00 | £154.00 |
| 325273 | 22/02/2024 | Litter | £200 | £50 | £0 | £15 | | £214.00 | £164.00 |
| 316070 | 10/07/2024 | No Licence x 2 | Withdrawn | Withdrawn | Withdrawn | Withdrawn | Withdrawn - No Further Address Details | £110.50 | £110.50 |
| Court Date - 22nd November 2024 | | | | | | | | | |
| 309583 | 13/10/2023 | Attack on Animal & Person; Straying x 2; Breach of Conditions | £350 (£50 each offence) | £447 | £0 | £15 | Ordered to pay vets fee - £1603.01 within 26 wks | £487.00 | £25.00 |
| 331652 | 16/04/2024 | No Licence | £50 | £173 | £0 | £15 | Pay by 16/05/2025 | £173.00 | Nil |
| 332065 | 23/04/2024 | No Licence | £50 | £177 | £0 | £15 | 26 wks to pay | £177.00 | Nil |
| 330399 | 02/04/2024 | Litter | £250 | £189 | £0 | £15 | Pay by 16/05/2025 | £189.00 | Nil |
| 328342 | 18/03/2024 | Litter | Withdrawn | Withdrawn | Withdrawn | Withdrawn | Withdrawn - No Further Address Details | £137.00 | £137.00 |

Not Applicable

99

| Court Date - 20th December 2024 | | | | | | | | | |
|---------------------------------|-----------------|-----------------------|------|------------------------------|-------------|----------------|----------|--------------------------------|---------------------|
| Ref: | Date of Offence | Offence | Fine | Legal Costs Awarded by Court | Service Fee | Offenders Levy | Comments | Gross Cost to Council Exc. VAT | Net Cost to Council |
| 312908 | 13/11/2023 | No Licence | £160 | £196 | £0 | £15 | | £196.00 | Nil |
| 312261 | 07/11/2023 | Litter | £160 | £211 | £0 | £15 | | £212.00 | Nil |
| 316032 | 11/12/2023 | No Licence & Straying | £240 | £229 | £0 | £15 | | £229.00 | Nil |
| 338425 | 12/06/2024 | No Licence | £200 | £174 | £0 | £15 | | £174.00 | Nil |
| 339318 | 10/07/2024 | No Licence | £200 | £173 | £0 | £15 | | £173.00 | Nil |

*The Court will often limit the level of legal costs awarded against a defendant and this award may not be repaid to Council for some time. The award will normally be less than the actual cost to Council.

OFFICERS PATROLS

High profile patrolling was undertaken in the areas listed in Appendix 5 over the reporting period. This is to provide engagement, guidance and a deterrent to environmental and dog control offences.

Not Applicable

APPENDIX 3

OFFENCE

AREA

TOWN

| | | |
|------------------------------|----------------------------|--------------|
| No Licence | Meadow Avenue | Ballygowan |
| No Licence | The Brae | Ballygowan |
| No Licence | St Andrews Drive | Ballyhalbert |
| No Licence | Shore Road | Ballyhalbert |
| No Licence | Greyabbey Road | Ballywalter |
| Dog Off Lead | Bangor Promenade | Bangor |
| Dog Off Lead | Ward Park | Bangor |
| Dog Off Lead | Ward Park | Bangor |
| Dog Off Lead | Bangor Marina | Bangor |
| Dog Off Lead | Bangor Marina | Bangor |
| Dog Off Lead | Ward Park | Bangor |
| Fouling | Castle Park | Bangor |
| Litter | Springhill Car Park | Bangor |
| Litter | McDonalds Car Park | Bangor |
| Litter | Bangor Promenade | Bangor |
| Litter | Omniplex Car Park | Bangor |
| Litter | Lynas Foods Carpark | Bangor |
| Litter | Bloomfield Shopping Centre | Bangor |
| No Licence | Lord Wardens Avenue | Bangor |
| No Licence | Balmoral Court | Bangor |
| No Licence | Castle Street | Bangor |
| No Licence | Balmoral Court | Bangor |
| Straying | Lord Warden's Avenue | Bangor |
| Straying | Lord Warden's Avenue | Bangor |
| Straying | Viceroy's Wood | Bangor |
| Straying | Lord Wardens Avenue | Bangor |
| Straying | Broadway | Bangor |
| Breach of Control Conditions | Ballygowan Road | Comber |
| Litter | Newtownards Road Car Park | Comber |
| No Licence | Linley Drive | Comber |
| No Licence | Killinchy Road | Comber |
| No Licence | Glen Road | Comber |
| No Licence | Ballygowan Road | Comber |
| Straying | Glen Road | Comber |
| Straying | Loughview cemetery | Comber |
| No Licence | East Street | Donaghadee |
| No Licence | The Halt | Donaghadee |
| No Licence | Killaughey Road | Donaghadee |
| No Licence | Stockbridge Park | Donaghadee |
| No Licence | Newtownards Road | Donaghadee |
| Litter | Portaferry Road | Greyabbey |
| No Licence | Raffrey Road | Killinchy |

| OFFENCE | AREA | TOWN |
|----------------|----------------------------------|-------------|
| | Not Applicable | |
| No Licence | Parsonage Road | Kircubbin |
| No Licence | Mill Road | Millisle |
| No Licence | Mill Road | Millisle |
| No Licence | Mill Road | Millisle |
| No Licence | Churchill Avenue | Millisle |
| Litter | IMC/Movieland Car Park | Newtownards |
| Litter | McDonalds Car Park | Newtownards |
| Litter | Regent Street | Newtownards |
| Litter | Cairnwood Car Park | Newtownards |
| Litter | Movieland Car Park | Newtownards |
| Litter | Tesco Car Park | Newtownards |
| Litter | Castlebawn Shopping Centre | Newtownards |
| Litter | Castlebawn Shopping Centre | Newtownards |
| Litter | Ards Shopping Centre Car Park | Newtownards |
| Litter | Tim Hortons Car Park | Newtownards |
| Litter | Hollymount Avenue | Newtownards |
| Litter | Castlebawn Shopping Centre | Newtownards |
| Litter | Ards Shopping Centre | Newtownards |
| Litter | Londonderry Park | Newtownards |
| Litter | IMC Carpark | Newtownards |
| Litter | Lidi Car Park | Newtownards |
| Litter | Ards Shopping Centre | Newtownards |
| No Licence | East Street | Newtownards |
| No Licence | Ballyreagh Court | Newtownards |
| No Licence | Castle Island Drive | Newtownards |
| No Licence | Newtown buildings Frances Street | Newtownards |
| No Licence | Robert Street | Newtownards |
| No Licence | Newtown Crescent | Newtownards |
| No Licence | Movilla Road | Newtownards |
| No Licence | Hollymount Road | Newtownards |
| No Licence | Bangor Road | Newtownards |
| No Licence | Crawfordsburn Road | Newtownards |
| No Licence | Crawfordsburn Road | Newtownards |
| No Licence | Ravara Close | Newtownards |
| No Licence | Stanfield Court | Newtownards |
| Straying | Pound Street | Newtownards |
| Straying | Newtown buildings Frances Street | Newtownards |
| Straying | Ilex Avenue | Newtownards |
| Straying | Ashfield Court | Newtownards |
| Fly-Tipping | Ballygarvigan Road | Portaferry |
| No Licence | Ballyrusley Road | Portaferry |
| Straying | Ballyrusley Road | Portaferry |

Not Applicable

APPENDIX 4

102

OFFENCE**AREA****TOWN**

| | | |
|---------------------------------|----------------------------|---------------|
| Attack On Other Domestic Animal | Nursery Road | Ballyhalbert |
| Attack On Other Domestic Animal | Brookfield Drive | Ballywaler |
| Attack On Person | Castle Park Walled Gardens | Bangor |
| Attack On Person | Dunville Park | Bangor |
| Attack On Other Domestic Animal | Lord Wardens Avenue | Bangor |
| Attack On Other Domestic Animal | Rossdale Road | Bangor |
| Attack On Other Domestic Animal | Sainsburys Area | Bangor |
| Attack On Other Domestic Animal | Ballymacormick Point | Bangor |
| Attack On Other Domestic Animal | Ward Park | Bangor |
| Attack On Person | Ashbury Avenue | Bangor |
| Attack On Person | Warren Grove | Bangor |
| Attack On Other Domestic Animal | Pickie Park | Bangor |
| Attack On Other Domestic Animal | Dufferin Avenue | Bangor |
| Attack On Person | Lynne Road | Bangor |
| Attack On Person | Whitehill Close | Bangor |
| Attack On Person | Linley Drive | Comber |
| Attack On Other Domestic Animal | Rafferty Road | Comber |
| Attack On Person | Crescent Grove | Comber |
| Attack On Other Domestic Animal | Crawfordsburn Country Park | Crawfordsburn |
| Attack On Other Domestic Animal | Cannyreagh Road | Donaghadee |
| Attack On Other Domestic Animal | Shore Road | Donaghadee |
| Attack On Other Domestic Animal | Groomsport Playing Fields | Groomsport |
| Attack On Other Domestic Animal | Coastal Path | Helen's Bay |
| Attack On Person | Invergourie Road | Holywood |
| Attack On Person | High Street | Holywood |
| Attack On Person | Abbey Ring | Holywood |
| Attack On Other Domestic Animal | Holymount Road | Newtownards |
| Attack On Person | Killynether Forest Park | Newtownards |
| Attack On Person | East Street | Newtownards |
| Attack On Person | Rathmullan Drive | Newtownards |
| Attack On Other Domestic Animal | Rivenwood | Newtownards |
| Attack On Person | Frances Street | Newtownards |
| Attack On Person | Anchor Car Park | Portavogie |

Not Applicable

103

APPENDIX 5

| High Profile Patrols - October - December 2024 | | |
|---|-------------|-------------------------|
| Area | Town | Hours & Mins |
| Castle Park | Bangor | 10.30 |
| Pickie/Seafront | Bangor | 27.30 |
| Ward Park | Bangor | 21.30 |
| The Broad Walk | Cloughey | 21.00 |
| Park Way | Comber | 25.15 |
| The Commons | Donaghadee | 27.45 |
| SeaPark | Holywood | 19.00 |
| Cairn Wood | Newtownards | 8.30 |
| Kiltonga Nature Reserve | Newtownards | 25.45 |
| Londonderry Park | Newtownards | 35.05 |

Unclassified

104

ITEM 13**Ards and North Down Borough Council**

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Exemption Reason | Not Applicable |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Waste and Cleansing Services |
| Date of Report | 07 February 2025 |
| 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: |
| Subject | Q2 Northern Ireland Local Authority Municipal Waste Management Statistics, July to September 2024 |
| Attachments | None |

Introduction

The official waste management statistics for the second quarter of 2024/2025 (July to September 2024) have been released by the Northern Ireland Environment Agency.

The key aims of this report are to:

1. Report progress in relation to key quarterly waste management performance statistics.
2. Provide some detail around operational waste service management activities/actions that have been implemented during the quarter with the aim of improving performance.









In summary, all key indicators have again been very positive for this reporting period relative to our comparator 2021-22 baseline year. Our residual (non-recycled) waste disposal cost saving for the quarter, relative to the same period during the 2021-22 baseline year, equates to almost £257K at the current disposal cost. Our overall

Not Applicable

105

Borough household waste recycling rate increased by 6.7% against the same quarter in the 2021-22 baseline reporting year - compared to a NI Council average increase of just 0.7%.

Summary Table of Key Changes Q2 2024-25

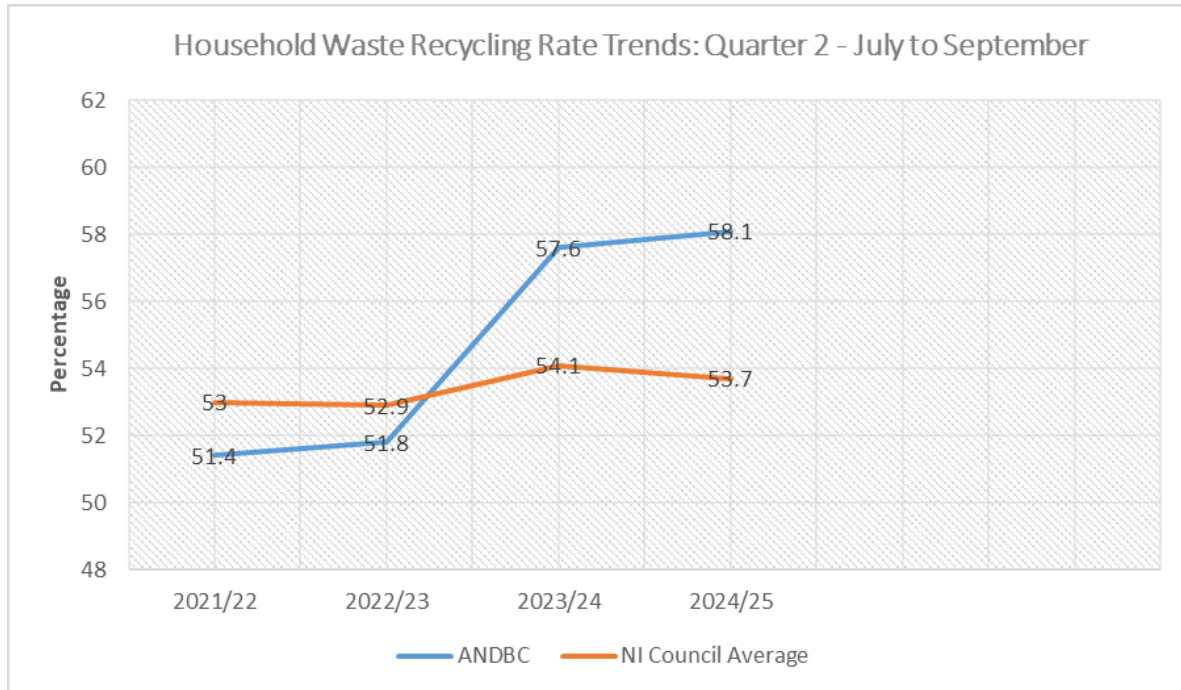
| | 2021-22 | 2022-23 | 2023-24 | 2024-25 | Change on Previous Yr |
|--|---------|---------|---------|---------|--|
| Household Waste Recycling Rate | 51.4% | 51.8% | 57.6% | 58.1% |  0.5% |
| Recycling Rate Ranking | 9th | 6th | 4th | 3rd |  Same |
| Composting Rate | 32.7% | 33.2% | 38.4% | 38.1% |  0.3% |
| Dry Recycling Rate | 18.2% | 18.3% | 18.7% | 19.5% |  0.8% |
| Total HRC Waste | 8602T | 7675T | 6995T | 5971T |  14.6% |
| HRC Residual/Landfill Waste Received | 2998T | 2527T | 2035T | 1445T |  29% |
| HRC Recycling Waste Received | 5604T | 5148T | 4960T | 4526T |  8.8% |
| Proportion of HRC Waste Received for Recycling | 65% | 67% | 71% | 75.8% |  4.8% |
| Total Kerbside Waste | 15596T | 14443T | 14812T | 15666T |  5.8% |
| Kerbside Residual Waste Received | 6956T | 6366T | 5747T | 6136T |  6.8% |
| Kerbside Recycling Waste Received | 8640T | 8077T | 9065T | 9530T |  5.1% |
| Proportion of Kerbside Waste Received for Recycling | 55.4% | 56% | 61.2% | 60.8% |  0.4% |

1.0 Northern Ireland Local Authority Collected Municipal Waste Management Statistics – July to September 2024

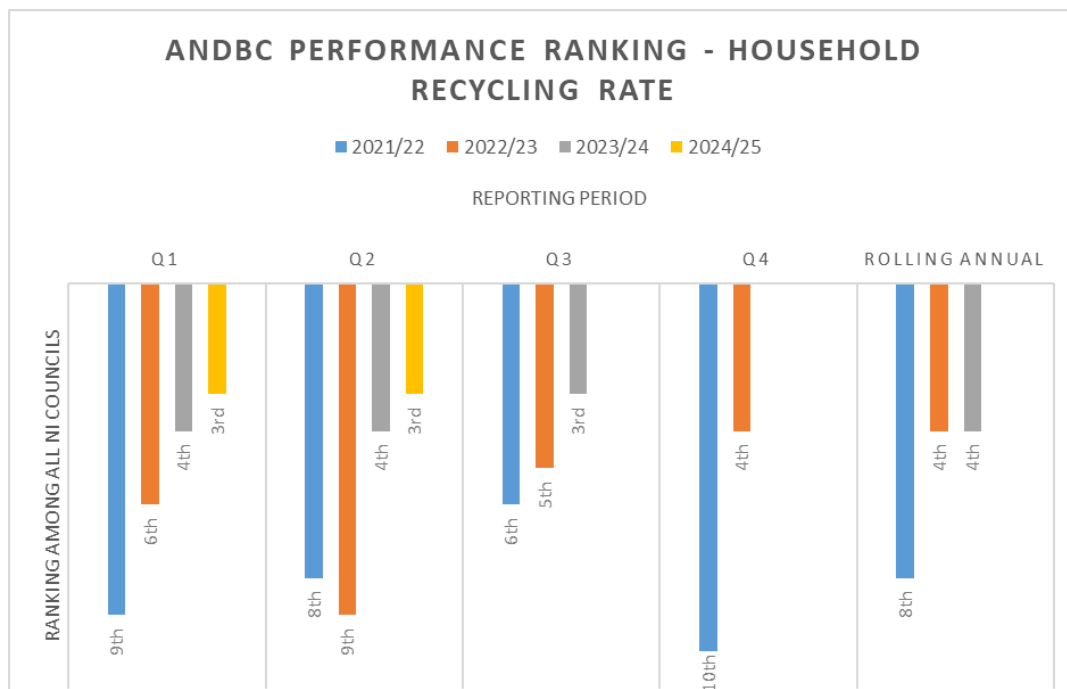
The significant headlines contained within the latest DAERA report show that:

- i. Our household waste recycling rate **increased** by a further 0.5% compared to Q2 last year, from 57.6% to 58.1%. The NI Council average **decreased** by 0.4%.

Not Applicable

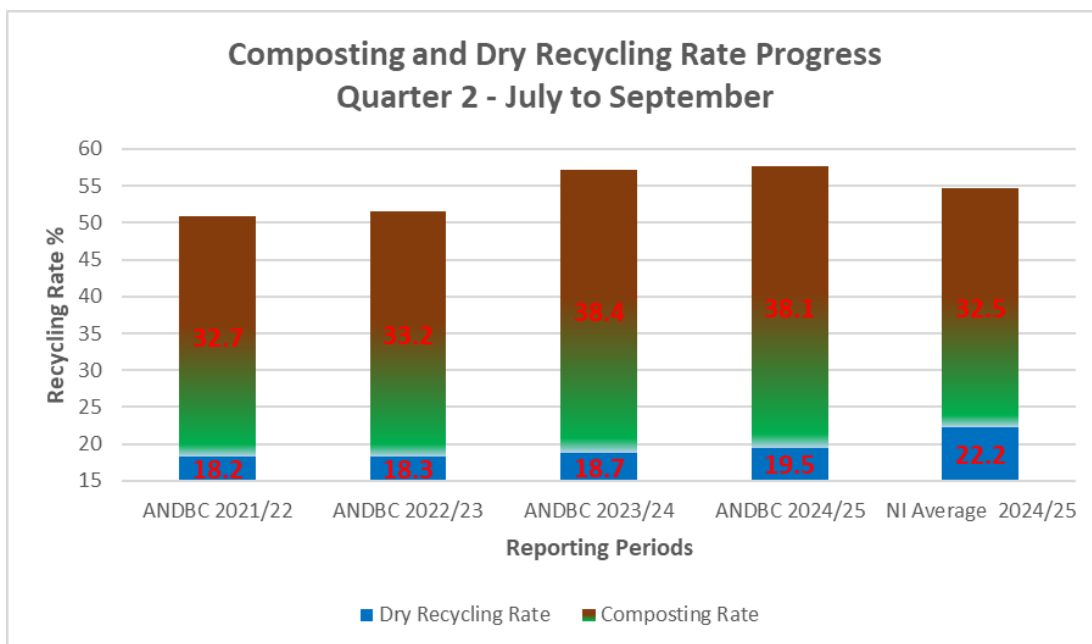


- ii. Our household waste recycling rate of 58.1%, was 4.4% **higher** than the NI average of 53.7%.
- iii. We were ranked **third** out of the eleven NI Councils for our household waste recycling rate.



Not Applicable

- iv. Our household waste composting rate **fell** slightly by 0.3% - from 38.4% to 38.1%. Our household waste dry recycling rate **rose** by 0.8% - from 18.7% to 19.5%.
- v. Our household waste composting rate of 38.1% was 6.8% **higher** than the NI average of 31.3%.
- vi. Our household waste dry recycling rate (i.e. recycling of items other than organic food and garden waste) of 19.5% was 2.7% **lower** than the N.I. average of 22.2%.



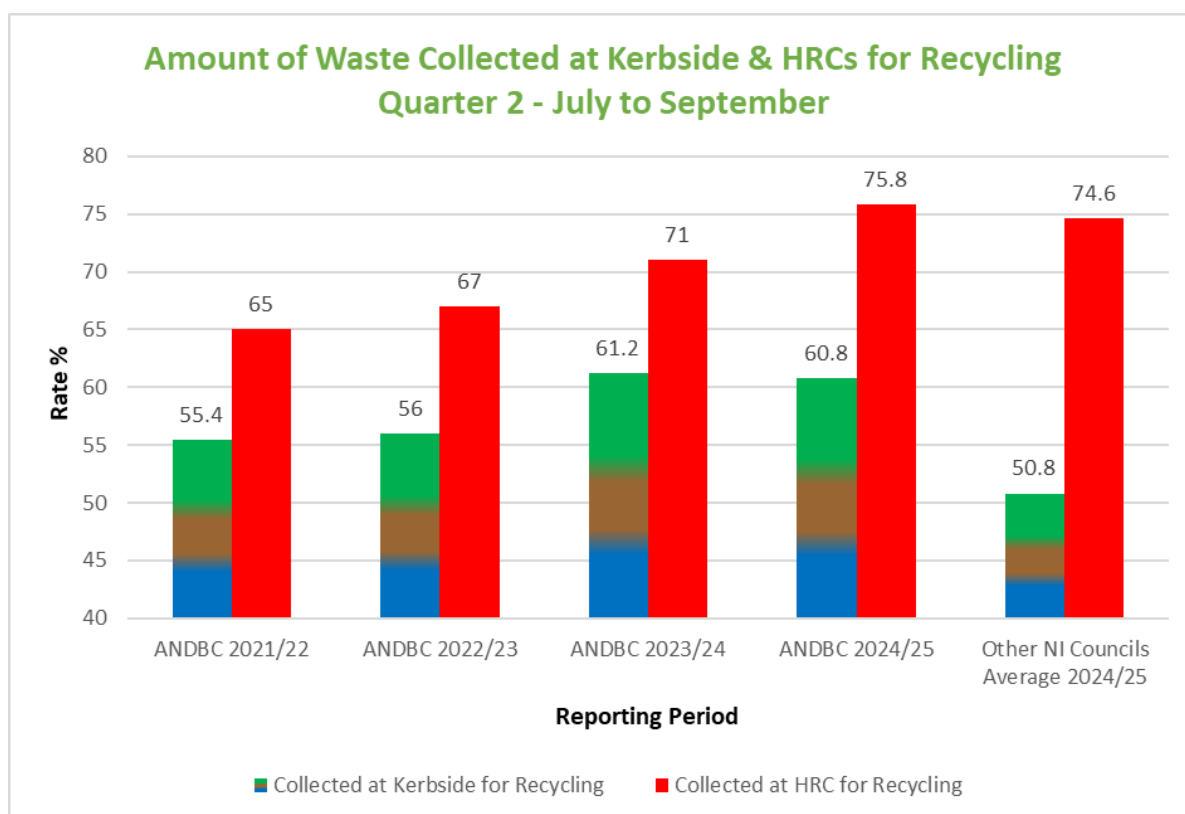
- vii. Our kerbside recycling capture rate of 79.3% for household compostable waste materials compared to a NI Council average of 71.8%.
- viii. Our **lowest** kerbside capture rate for recyclable materials was for mixed plastics, at 21.4%.

| Kerbside Capture Rate for Recyclable Waste Types - July to September | | |
|--|---------------------------------------|--|
| Recyclable Material | Kerbside Capture Rate for Recycling % | NI Average Kerbside Capture Rate for Recycling % |
| Glass | 63.8 | 49.6 |
| Paper & Card | 59.4 | 53.2 |
| Mixed Metals | 32.7 | 31 |
| Mixed Plastics | 21.4 | 22.5 |
| Organic/Compostables | 79.3 | 71.8 |

- ix. We were still at the **bottom** end of the performance table for 'dry' recycling rate, ranking ninth out of eleven Councils.

Not Applicable

- x. We received 7.2% **less** waste per capita at our HRCs compared to the average for other NI Councils, compared to 17.4% **more** during the same period the previous year.
- xi. The proportion of waste collected at our HRC sites for recycling was **more** than the average for other Councils – 75.8%, compared to an average rate of 74.6% for other Councils.
- xii. We collected 12.6% **more** waste per capita from homes through our kerbside bin collection services compared to the average for other Councils.
- xiii. The proportion of waste collected for recycling through our kerbside bin collection system was significantly **higher** than the average for other Councils – 60.8%, compared to an average of 50.8% for other Councils.
- xiv. Our percentage of total municipal waste to landfill which was biodegradable was the lowest of any NI Council – 37.3% compared to a NI Council average of 46.9%.



Not Applicable

109

2.0 Operational Performance Improvement Measures

2.1 Marketing and Communications Indicators

MC1 – 20 social media posts were issued, with associated engagement/management of feedback across Waste and Recycling on ANDBC corporate channels.



MC2 – 3 Bin-Ovation ‘News and Info’ articles were published, 5 Bin-ovation ‘Push Notifications’ issued, and 1922 Bin-ovation downloads recorded. We currently have a total of 70,531 Bin-ovation householder users across the Borough.



MC3 – 12 community engagement and education events were delivered, talking to over 840 people.

- 6 summer schemes
- 5 schools
- 1 Council event

Not Applicable



2.2 Household Recycling Centre Indicators

HRC1 – Volume of blue bin recyclable materials captured on-site for recycling: 640,660 litres



This equates to approximately 27 tons of blue bin waste, a significant proportion of which is recyclable waste extracted from bags of mixed waste that 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.

Not Applicable

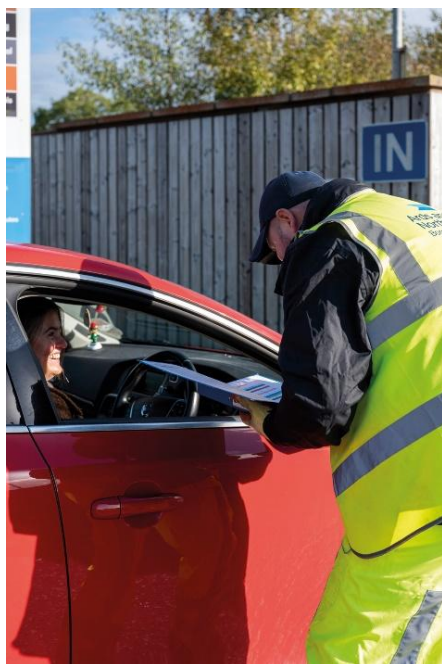
111

HRC2 – Number of visitors turned away from site: 844

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 (new indicator) – Number of HRC bookings: 85,381

HRC2b (new indicator) – Average number of HRC visits per household: 1.19
(averaged across the 71,788 households in the Borough)



15:16

Ards and North Down
Borough Council

Book a visit to the Household Waste Recycling Centre

Your details

E-mail address

Enter your e-mail address

I am a blue badge holder and require assistance during my visit

Is this a residential or charity booking?

{Please select}

Your address

Enter postcode... Search

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

- We experienced a **31% decrease** in the total amount of waste received at our HRCs, from 8602T to 5971T.

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

- We experienced a **52% decrease** in the amount of waste received for landfill at our HRCs, down from 2998T to 1445T.

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

- We experienced an **19% decrease** in the amount of waste received for recycling at our HRCs, down from 5604T to 4526T.

Not Applicable

112

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

- We experienced a **10.8% increase** in the proportion of all waste received at HRCs which was collected for recycling, up from 65% to 75.8%.

2.3 Kerbside Household Waste Collections Indicators



KS1 – Number of recycling alert stickers applied to grey bins (yellow): 2837

KS2 – Number of recycling alert stickers applied to grey bins (amber): 224

KS3 – Number of recycling alert stickers applied to grey bins (red): 112

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

- We experienced a **similar** total amount of waste collected at the kerbside, slightly up from 15,596T to 15,666T.

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

- We experienced a **12% decrease** in the amount of grey bin waste collected, down from 6956T to 6136T.

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

- We experienced a **10% increase** in the amount of waste collected at kerbside for recycling, up from 8640T to 9530T.

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

- We experienced a **4.8% increase** in the proportion of kerbside waste that was collected for recycling, up from 56% to 60.8%.

Not Applicable

113

2.4 Summary and Trend Analysis of Indicators

| Indicator Reference | Monitoring Period 7 (July 2024 – September 2024) |
|--|--|
| MC1 Social media posts | 20 |
| MC2 Print press and online articles | 3 |
| MC3 Engagement events/sessions | 12 |
| HRC1 Blue bin waste (litres) | 640,660 |
| HRC2 Visitors denied entry | 844 |
| HRC2a No. of bookings | 85,381 |
| HRC2b Average no. of HRC visits per household in the Borough | 1.19 |
| HRC3 Total HRC waste compared to same period 2021/22 | 31% Decrease |
| HRC4 Landfill skip waste compared to same period 2021/22 | 52% Decrease |
| HRC5 Recycling skip waste compared to same period 2021/22 | 19% Decrease |
| HRC6 Proportion of HRC waste collected for recycling compared to same period 2021/22 | 10.8% Increase |
| KS1 Yellow warning stickers on grey bins | 2837 |
| KS2 Amber warning stickers on grey bins | 224 |
| KS3 Red warning stickers on grey bins | 112 |
| KS4 Total kerbside waste compared to 2021/22 | No change |
| KS5 | 12% Decrease |

Not Applicable

114

| | |
|--|---------------|
| Grey bin waste compared to 2021/22 | |
| KS6 Kerbside waste collected for recycling compared to same period 2021/22 | 10% Increase |
| KS7 Proportion of kerbside waste collected for recycling compared to same period 2021/22 | 4.8% Increase |

2.5 Summary Analysis of Indicators

This report shows another very encouraging picture and generally conveys a sustained improvement in our sustainable waste resource management performance against our baseline year of 2021-22. Following changes to our waste service model design and the associated education and engagement campaigns, we are experiencing sustained and further improving falls in the amount of landfilled waste as well as improvements in our recycling rates. During this reporting period, we experienced:

1. Sustained falls in the total amount of landfill waste both at HRCs and kerbside. In total, we received/collected 2,278 tons less residual/non-recycled waste over the 3-month reporting period compared to the same period in the baseline year of 2021/22; at current landfill cost, this represents a **£257K landfill saving**.
2. Falls in the total amount of waste collected at both HRCs and kerbside. In total our municipal waste arisings **fell by 10%** compared to the same period in 2021/22, compared to just a 2.4% drop across other Councils.
3. A significant further rise in our recycling rate at HRCs. The percentage of materials collected for recycling at our HRCs rose by 10.8% compared to the same period in the baseline year of 2021/22. **Our overall Borough household waste recycling rate rose by 6.7% compared to the same period in 2021/22.**

Whilst the indicators set out in this report are very encouraging indeed and reflect 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 planned review of our kerbside collections model and a strategic review of our HRC capital assets, will be critical.

It is important to reiterate that '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

115

ITEM 13**Ards and North Down Borough Council**

| | |
|-----------------------------|---|
| Report Classification | Unclassified |
| Exemption Reason | Not Applicable |
| Council/Committee | Environment Committee |
| Date of Meeting | 05 March 2025 |
| Responsible Director | Director of Environment |
| Responsible Head of Service | Head of Waste and Cleansing Services |
| Date of Report | 07 February 2025 |
| 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: |
| Subject | Q2 Northern Ireland Local Authority Municipal Waste Management Statistics, July to September 2024 |
| Attachments | None |

Introduction

The official waste management statistics for the second quarter of 2024/2025 (July to September 2024) have been released by the Northern Ireland Environment Agency.

The key aims of this report are to:

1. Report progress in relation to key quarterly waste management performance statistics.
2. Provide some detail around operational waste service management activities/actions that have been implemented during the quarter with the aim of improving performance.





In summary, all key indicators have again been very positive for this reporting period relative to our comparator 2021-22 baseline year. Our residual (non-recycled) waste disposal cost saving for the quarter, relative to the same period during the 2021-22 baseline year, equates to almost £257K at the current disposal cost. Our overall

Not Applicable

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Borough household waste recycling rate increased by 6.7% against the same quarter in the 2021-22 baseline reporting year - compared to a NI Council average increase of just 0.7%.

Summary Table of Key Changes Q2 2024-25

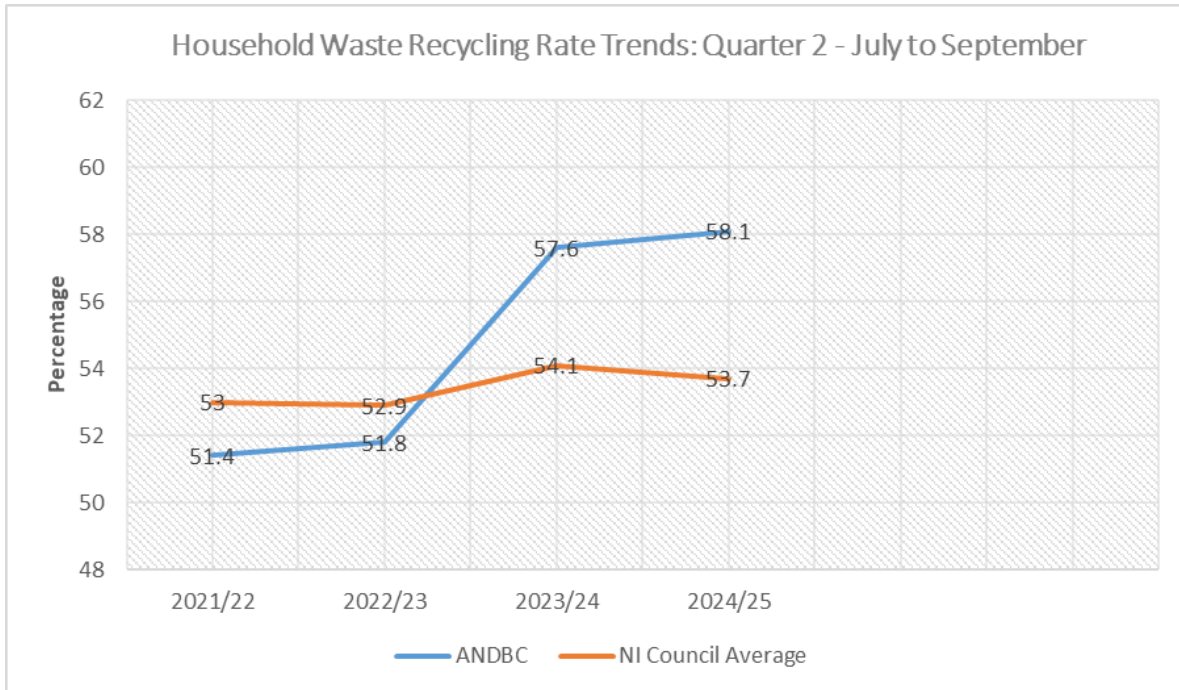
| | 2021-22 | 2022-23 | 2023-24 | 2024-25 | Change on Previous Yr |
|--|---------|---------|---------|---------|--|
| Household Waste Recycling Rate | 51.4% | 51.8% | 57.6% | 58.1% |  0.5% |
| Recycling Rate Ranking | 9th | 6th | 4th | 3rd |  Same |
| Composting Rate | 32.7% | 33.2% | 38.4% | 38.1% |  0.3% |
| Dry Recycling Rate | 18.2% | 18.3% | 18.7% | 19.5% |  0.8% |
| Total HRC Waste | 8602T | 7675T | 6995T | 5971T |  14.6% |
| HRC Residual/Landfill Waste Received | 2998T | 2527T | 2035T | 1445T |  29% |
| HRC Recycling Waste Received | 5604T | 5148T | 4960T | 4526T |  8.8% |
| Proportion of HRC Waste Received for Recycling | 65% | 67% | 71% | 75.8% |  4.8% |
| Total Kerbside Waste | 15596T | 14443T | 14812T | 15666T |  5.8% |
| Kerbside Residual Waste Received | 6956T | 6366T | 5747T | 6136T |  6.8% |
| Kerbside Recycling Waste Received | 8640T | 8077T | 9065T | 9530T |  5.1% |
| Proportion of Kerbside Waste Received for Recycling | 55.4% | 56% | 61.2% | 60.8% |  0.4% |

1.0 Northern Ireland Local Authority Collected Municipal Waste Management Statistics – July to September 2024

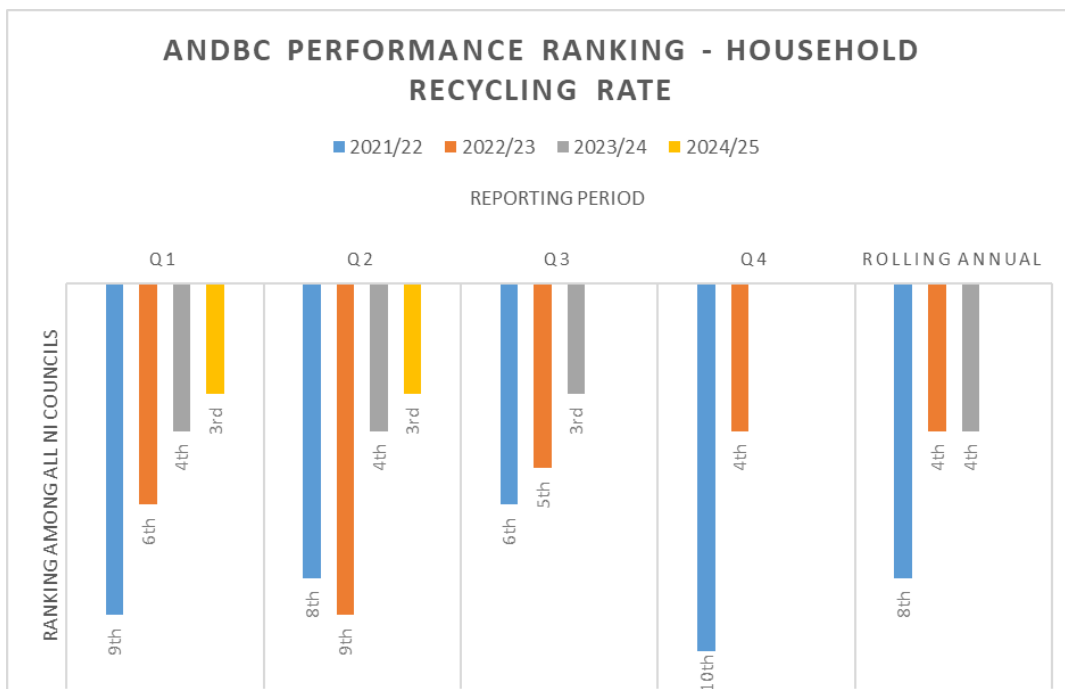
The significant headlines contained within the latest DAERA report show that:

- i. Our household waste recycling rate **increased** by a further 0.5% compared to Q2 last year, from 57.6% to 58.1%. The NI Council average **decreased** by 0.4%.

Not Applicable

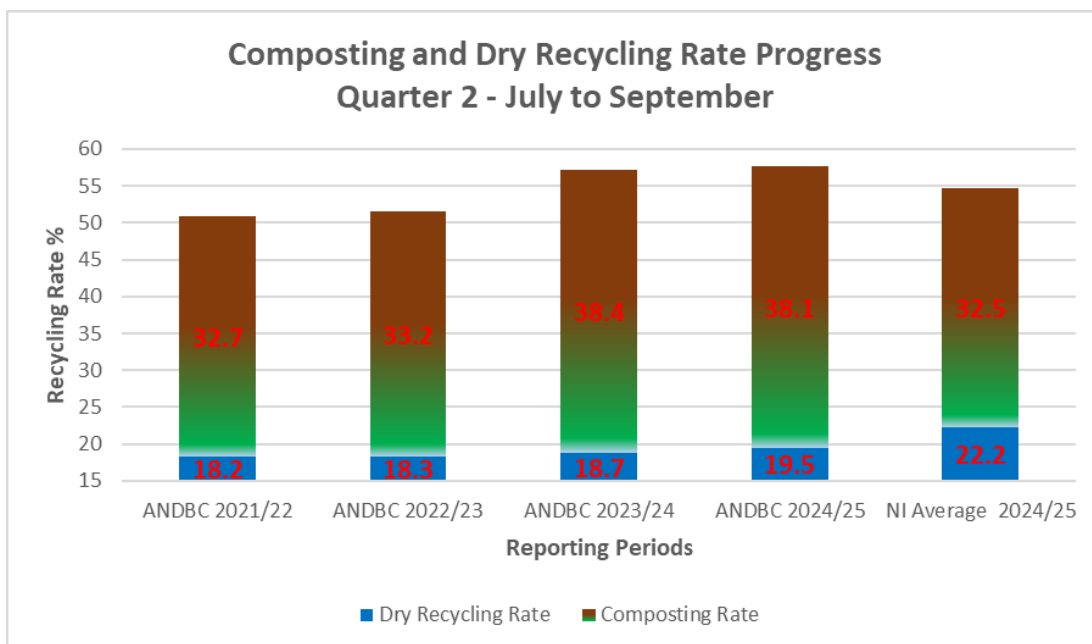


- ii. Our household waste recycling rate of 58.1%, was 4.4% **higher** than the NI average of 53.7%.
- iii. We were ranked **third** out of the eleven NI Councils for our household waste recycling rate.



Not Applicable

- iv. Our household waste composting rate **fell** slightly by 0.3% - from 38.4% to 38.1%. Our household waste dry recycling rate **rose** by 0.8% - from 18.7% to 19.5%.
- v. Our household waste composting rate of 38.1% was 6.8% **higher** than the NI average of 31.3%.
- vi. Our household waste dry recycling rate (i.e. recycling of items other than organic food and garden waste) of 19.5% was 2.7% **lower** than the N.I. average of 22.2%.



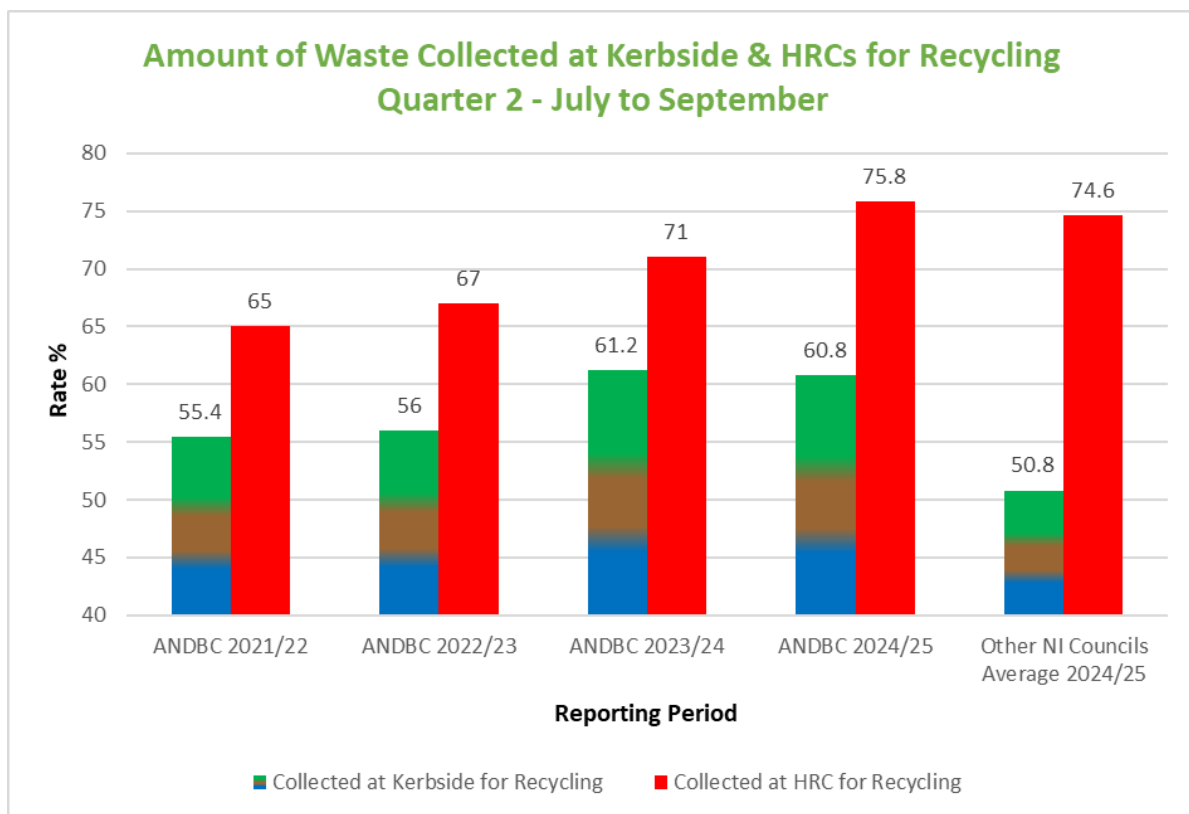
- vii. Our kerbside recycling capture rate of 79.3% for household compostable waste materials compared to a NI Council average of 71.8%.
- viii. Our **lowest** kerbside capture rate for recyclable materials was for mixed plastics, at 21.4%.

| Kerbside Capture Rate for Recyclable Waste Types - July to September | | |
|--|---------------------------------------|--|
| Recyclable Material | Kerbside Capture Rate for Recycling % | NI Average Kerbside Capture Rate for Recycling % |
| Glass | 63.8 | 49.6 |
| Paper & Card | 59.4 | 53.2 |
| Mixed Metals | 32.7 | 31 |
| Mixed Plastics | 21.4 | 22.5 |
| Organic/Compostables | 79.3 | 71.8 |

- ix. We were still at the **bottom** end of the performance table for 'dry' recycling rate, ranking ninth out of eleven Councils.

Not Applicable

- x. We received 7.2% **less** waste per capita at our HRCs compared to the average for other NI Councils, compared to 17.4% **more** during the same period the previous year.
- xi. The proportion of waste collected at our HRC sites for recycling was **more** than the average for other Councils – 75.8%, compared to an average rate of 74.6% for other Councils.
- xii. We collected 12.6% **more** waste per capita from homes through our kerbside bin collection services compared to the average for other Councils.
- xiii. The proportion of waste collected for recycling through our kerbside bin collection system was significantly **higher** than the average for other Councils – 60.8%, compared to an average of 50.8% for other Councils.
- xiv. Our percentage of total municipal waste to landfill which was biodegradable was the lowest of any NI Council – 37.3% compared to a NI Council average of 46.9%.



Not Applicable

120

2.0 Operational Performance Improvement Measures

2.1 Marketing and Communications Indicators

MC1 – 20 social media posts were issued, with associated engagement/management of feedback across Waste and Recycling on ANDBC corporate channels.



MC2 – 3 Bin-Ovation ‘News and Info’ articles were published, 5 Bin-ovation ‘Push Notifications’ issued, and 1922 Bin-ovation downloads recorded. We currently have a total of 70,531 Bin-ovation householder users across the Borough.



MC3 – 12 community engagement and education events were delivered, talking to over 840 people.

- 6 summer schemes
- 5 schools
- 1 Council event

Not Applicable

121



2.2 Household Recycling Centre Indicators

HRC1 – Volume of blue bin recyclable materials captured on-site for recycling: 640,660 litres



This equates to approximately 27 tons of blue bin waste, a significant proportion of which is recyclable waste extracted from bags of mixed waste that 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.

Not Applicable

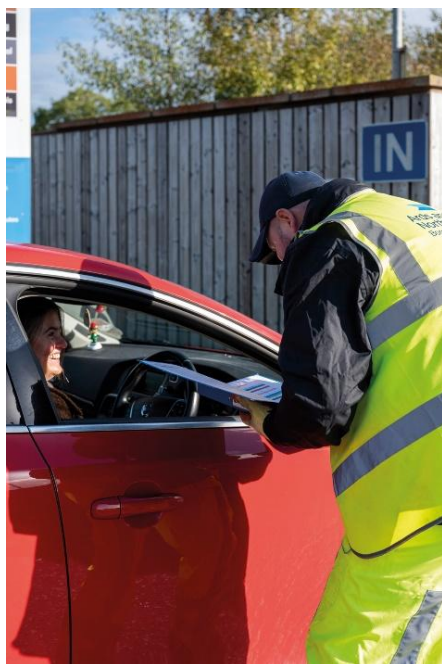
122

HRC2 – Number of visitors turned away from site: 844

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 (new indicator) – Number of HRC bookings: 85,381

HRC2b (new indicator) – Average number of HRC visits per household: 1.19 (averaged across the 71,788 households in the Borough)



15:16

Ards and North Down Borough Council

Book a visit to the Household Waste Recycling Centre

Your details

E-mail address

Enter your e-mail address

I am a blue badge holder and require assistance during my visit

Is this a residential or charity booking?

{Please select}

Your address

Enter postcode... Search

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

- We experienced a **31% decrease** in the total amount of waste received at our HRCs, from 8602T to 5971T.

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

- We experienced a **52% decrease** in the amount of waste received for landfill at our HRCs, down from 2998T to 1445T.

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

- We experienced an **19% decrease** in the amount of waste received for recycling at our HRCs, down from 5604T to 4526T.

Not Applicable

123

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

- We experienced a **10.8% increase** in the proportion of all waste received at HRCs which was collected for recycling, up from 65% to 75.8%.

2.3 Kerbside Household Waste Collections Indicators



KS1 – Number of recycling alert stickers applied to grey bins (yellow): 2837

KS2 – Number of recycling alert stickers applied to grey bins (amber): 224

KS3 – Number of recycling alert stickers applied to grey bins (red): 112

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

- We experienced a **similar** total amount of waste collected at the kerbside, slightly up from 15,596T to 15,666T.

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

- We experienced a **12% decrease** in the amount of grey bin waste collected, down from 6956T to 6136T.

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

- We experienced a **10% increase** in the amount of waste collected at kerbside for recycling, up from 8640T to 9530T.

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

- We experienced a **4.8% increase** in the proportion of kerbside waste that was collected for recycling, up from 56% to 60.8%.

Not Applicable

124

2.4 Summary and Trend Analysis of Indicators

| Indicator Reference | Monitoring Period 7 (July 2024 – September 2024) |
|--|--|
| MC1 Social media posts | 20 |
| MC2 Print press and online articles | 3 |
| MC3 Engagement events/sessions | 12 |
| HRC1 Blue bin waste (litres) | 640,660 |
| HRC2 Visitors denied entry | 844 |
| HRC2a No. of bookings | 85,381 |
| HRC2b Average no. of HRC visits per household in the Borough | 1.19 |
| HRC3 Total HRC waste compared to same period 2021/22 | 31% Decrease |
| HRC4 Landfill skip waste compared to same period 2021/22 | 52% Decrease |
| HRC5 Recycling skip waste compared to same period 2021/22 | 19% Decrease |
| HRC6 Proportion of HRC waste collected for recycling compared to same period 2021/22 | 10.8% Increase |
| KS1 Yellow warning stickers on grey bins | 2837 |
| KS2 Amber warning stickers on grey bins | 224 |
| KS3 Red warning stickers on grey bins | 112 |
| KS4 Total kerbside waste compared to 2021/22 | No change |
| KS5 | 12% Decrease |

Not Applicable

125

| | |
|--|---------------|
| Grey bin waste compared to 2021/22 | |
| KS6 Kerbside waste collected for recycling compared to same period 2021/22 | 10% Increase |
| KS7 Proportion of kerbside waste collected for recycling compared to same period 2021/22 | 4.8% Increase |

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This report shows another very encouraging picture and generally conveys a sustained improvement in our sustainable waste resource management performance against our baseline year of 2021-22. Following changes to our waste service model design and the associated education and engagement campaigns, we are experiencing sustained and further improving falls in the amount of landfilled waste as well as improvements in our recycling rates. During this reporting period, we experienced:

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