**BALLYMAHON MUNICIPAL DISTRICT**

**Minutes of Meeting of Ballymahon Municipal District held**

**via Microsoft Teams on Thursday, 27th May 2021 at 4pm**

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**CATHAOIRLEACH**: Councillor Colm Murray.

**MEMBERS PRESENT**: Councillors – Mark Casey, Mick Cahill, Gerard Farrell

Pat O’Toole and Paul Ross.

**IN ATTENDANCE:**  Mr. John McKeon, Director of Services.

 Mr. Mark McNerney, Administrative Officer.

 Mr. Paul Newell, Senior Executive Engineer.

 Ms. Claire Mc Dermott, Administrative Officer

**A/MEETINGS**

**ADMINISTRATOR**: Ann Marie Mc Keon

**ADOPTION OF MINUTES.**

On the proposal of Councillor Paul Ross, seconded by Councillor Pat O’Toole, the Committee Minutes of Meetings of Ballymahon Municipal District held on the 25th March 2021, as circulated, were confirmed and adopted.

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**MATTERS ARISING.**

Councillor Paul Ross requested an update on bridge/culvert on the L1101 Ardagh Road at the Danes Hill. Paul Newell noted the contractor looked at the culvert however, the water level is still high, and they will return to inspect it following a period of dry weather.

**DECLARATION OF INTEREST BY MEMBERS.**

None.

**MANAGEMENT REPORT - circulated.**

Noted.

**CONSIDERATION OF APPLICATIONS FOR FUNDING UNDER THE 2021 COMMUNITY GRANT SUPPORT SCHEME – AS PER ATTACHED APPENDIX.**

On the proposal of Councillor Pat O’Toole seconded by Councillor Mark Casey, it was unanimously agreed to provide funding to the applications submitted under the 2021 Community Grant Support Scheme as circulated.

**CCTV – EDGEWORTHSTOWN.**

Daniel Lynch presented a high-level report to the members.

Presently

* 22 Cameras in Longford Town​
* ​Soon to be 49 cameras, at an approximate cost of approx. €203,000 ex VAT​
* ​Installed Originally in 2009 with 14 cameras and a full-time resource (technician) allocated to oversee and maintain​
* ​Resource removed in 2012​
* ​GDPR impacted massively on CCTV​
* CCTV cameras capture the images of individuals and, accordingly, they process personal data. Under data protection law. ​
* ​DPC completing Audits​
* ​Surveillance of citizens is seen as highly invasive, so we must take on and deliver on our responsibilities as a controller​

Key Themes

* Live Feeds – Legal Basis​
* ​Proportionality and/or necessity tests​
* Respect for the individual's liberty and privacy where no criminal offence has been or is being committed should be of primary consideration​
* ​Image of the County​
* ​Principle of purpose limitation (not to go beyond the securing of public order & safety and the prevention, detection and prosecution of criminal offences) – Article 5.1(b) of the GDPR​

**38**.— (1) The Garda Commissioner may authorise the installation and operation of CCTV for the sole or primary purpose of securing public order and safety in public places by facilitating the deterrence, prevention, detection and prosecution of offences​

* ​Signage​
* ​Processors and sub-processors – Legal Agreements in place (NDAs, DPAs) ​
* Access Control and Recording ​
* Audits of compliance must be recorded. ​
* ​CCTV is a tool, it is not a panacea​

Main Areas

* 45% Data Protection​
* 20% Project Management​
* 20% Community Based​
* 5% Technical​
* 10% Administrative

Example

* A clear objective and valid reason for the requirement for CCTV at each location concerned must be formulated by administrative staff in consultation with the elected members, this must then be approved by the steering group and the relevant Municipal District. ​
* Alternative measures must be formulated by administrative staff in consultation with all relevant stakeholders (AGS, Housing, Town Engineers, Voluntary Housing Sector, Estate Manager, Community Groups, Chamber of Commerce). These measures must be documented and then approved by the steering group and relevant Municipal District for implementation.

They must subsequently be implemented (project managed by administrative staff, reporting to the steering group) and monitored over a period of at least 4 months duration. The success of the alternative measures must then be assessed by administrative staff in conjunction with An Garda Síochana and a report prepared by administrative staff detailing same for consideration of Longford CCTV Steering Group, Longford JPC and the relevant Municipal District​

* Administrative staff must then complete a Data Privacy Impact Assessment on the project, this DPIA must be considered and approved by Longford CCTV Steering Group, Longford JPC and the relevant Municipal District​
* Funding must then be identified and committed to implement the project​
​Administrative staff must then complete a public consultation process detailing the proposed CCTV implementation with a subsequent corresponding report and recommendations prepared by administrative staff to be considered by Longford CCTV Steering Group, Longford JPC and the relevant Municipal District. Significant effort must be made to ensure the consultation reaches (and can be proven that it reached) as many people as possible, media, social media, signage, and mass leaflets must all be organised. The process takes up to 8 weeks to complete in full​
​Administrative staff must then complete the sanction request documentation with the Chair of the CCTV Steering Group requesting sanction for the CCTV system from An Garda Síochana​
​An application for funding must also be made by administrative staff to the Dept. of Justice and Equality (grant funding is available towards meeting the capital costs associated with the establishment of local community CCTV systems. The maximum grant awardable by the Department of Justice and Equality, in any circumstances, is €45,000. Within this limit, grants of up to 60% of the total capital costs of the system may be awarded).
* Consultants must then be procured to help prepare and assess the relevant tender documents. ​
* Preparing the technical design of the implementation is extremely time consuming, with site visits and line of sight, plus access to electricals and community and scenic considerations to be taken into account. ​
* Once the tender is completed, potential funding secured and permission granted by AGS, the project could commence implementation. ​ ​
* The Project must then be monitored like all projects. The value of the project for a small town is approximately €100,000 for year one. All engineering and all Health and Safety aspects of the project must be overseen, PSCS and PSDP.
* Preparation and maintenance of signage is extremely important, with signage from all access roads and at each location required to be put in place and maintained. ​
* An SLA and DPA must then be formulated and maintained for the system​
​A resource must be provided to oversee this process but also to maintain and oversee every aspect of the camera from here on, for example, Data Protection compliance, maintenance, requests for footage, daily checks and fixes.​

Conclusion

* Edgeworthstown would contain an estimated 23 cameras at 9 locations with an estimated cost of approx. €100,000 to implement in year 1 (€45,000 grant available). ​
* Estimate annual costs there after (does not include resource costs) ​
1. Download and Pixilation €10,000 - €15,000​
2. Maintenance and Service €3,000 - €6,000​
3. Plan for Replacement €8,000​
* A resource will be required to implement and maintain the systems if they were to proceed in either town. Budget for annual maintenance and subsequent upgrade also required​.

The members thanked Danny for his presentation and asked the following questions which Danny replied to:

* Can certain key sites be selected?
* Is it possible to use existing ducting?
* Where there is already CCTV in place can you connect to this
* When doing street scaping would it be prudent to install CCTV ducting

**NOTICES OF MOTIONS**

**Killashee National School**

The following Notice of Motion was proposed by Councillor Mick Cahill and seconded by Councillor Pat O’Toole -

I call on Longford County Council to provide suitable safe access to the National school in Killashee from the N63 as the situation at the moment is not adequate for the needs of the pupils in the interests of road safety.

Reply

The local road from the N63 to the school is narrow and would require land from private landowners to provide a footpath. A better option may be to continue the path from the playground onto the N63 and install a zebra crossing on the N63. The school would need to make an application under CLAR or the Safe Routes to school programme. The MD would assist in the application and undertake to complete the works if the application is successful.

**Green, Edgeworthstown**

The following Notice of Motion was proposed by Councillor Paul Ross and seconded by Councillor Mick Cahill -

That Longford County Council start the process to enact bye laws in The Green public park, Edgeworthstown to regulate and control the use of the park.

Reply

Primary legislation governs most anti-social behaviour, so enforcement of existing legislation required.  Longford County Council will liaise with Garda to monitor the situation and if required start the process to enact bylaws.

**Safety at Lissaniskey**

The following Notice of Motion was proposed by Councillor Paul Ross and seconded by Councillor Pat O’Toole -

That a review of the speed limit and road safety measures be carried out at the Lissaniskey, Castlecore, Shrule link road from the R392 to the N55 in Ballymahon as this road is now being effectively used as a bypass of Ballymahon town and is not fit for the volume or speed of the traffic using it.

Reply

This can be considered at the next speed limit review.

**Family Resource Centre**

The following Notice of Motion was proposed by Councillor Paul Ross and seconded by Councillor Mick Cahill.

“I call on Longford County Council to assist in setting up a Family Resource /Youth Services centre in Edgeworthstown”

Reply

Discussions have taken place with Councillor Paul Ross and representatives from Edgeworthstown Community, this project is at the inception stage and will require a suitable location, funding and skilled resources. Longford County Council will offer support and assistance as required.

**Leo Casey Terrace**

The following Notice of Motion was proposed by Councillor Pat O’Toole and seconded by Councillor Colm Murray.

I call on Longford County Council to carry out an assessment of Leo Casey Terrace Ballymahon (14 houses) for a deep retrofit under the Just Transition Programme.

Reply

A Programme of Work has been agreed with regard to the completion of Condition Surveys on properties that are to be retrofitted in the first phase of the Midlands Energy Efficiency Retrofitting Scheme. Criteria were set which required that attention be initially focussed on properties that had the worst BERs and where there were high numbers of Repair Requests. Surveys have already been completed on a number of properties in the county and it is hoped that the retrofitting work will shortly be commenced on those properties. Consideration will be given to including Leo Casey Terrace in the next phase of the assessment process.

**Bridle Pathways**

The following Notice of Motion was proposed by Councillor Pat O’Toole and seconded by Councillor Colm Murray.

I call on Longford County Council in conjunction with Waterways Ireland and local landowners to carry out a feasibility study on the provision of Bridle Pathways from Longford Bridge Ballymahon to Abbeyshrule and or from Mosstown Kenagh to Lyneen Bridge.

Reply

Sources of funding for the requested project will be explored and progressed by Regeneration.

**Carparking Newcastle Bridge**

The following Notice of Motion was proposed by Councillor Pat O’Toole and seconded by Councillor Paul Ross.

Lack of parking spaces has become a serious issue at Newcastle Bridge with drivers regularly parking in close proximity to the junction of the Ballymulvey Road and the Newcastle Road when the car park is full I now call on Longford County Council to open discussions with local landowners or Coillte with a view to providing an additional car park at this scenic location which has seen a tenfold increase in visitors over the past 2 years.

Reply

Sources of funding for the requested project will be explored and progressed by Regeneration.

**Safety at Darogue**

Councillor Pat O’Toole looked for an update on the Darrogue safety issue and Paul Newell stated that it will be submitted for funding under the low-cost safety scheme applications in 2022.

**Children at Play Signs**

Councillor Paul Ross asked if there was a policy for children at play signs. Paul Newell will speak directly with Councillor Ross.

**VOTE OF SYMPATHY**

Cathaoirleach Colm Murray, on behalf of the Members of Ballymahon Municipal District, extended sympathy to Claire Mc Dermott and her family on the death of her mum Eileen Farrell.

This concluded the business of the meeting.

 *Ann Marie Mc Keon*

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Ann Marie McKeon,**

 **Meetings Administrator.**

**Confirmed and adopted at Ballymahon Municipal District Meeting held on the**

**22nd July 2021.**

 Colm Murray

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Cathaoirleach.**